Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**MANIBEN NANAVATI WOMEN'S COLLEGE**
Name of the head of the Institution	**Dr. Harshada Rathod**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02226176196**
Mobile no.	**9869798988**
Registered Email	**mnwcollege@hotmail.com**
Alternate Email	**iqacmnwc@gmail.com**
Address	**MANIBEN NANAVATI WOMEN'S COLLEGE, Vallabhbhai Road, Vile Parle West**
City/Town	**Mumbai**
State/UT	**Maharashtra**
Pincode	**400056**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr.Rajshree Trivedi**
Phone no/Alternate Phone no.	**02226176196**
Mobile no.	**9820375069**
Registered Email	**mnwcollege@hotmail.com**
Alternate Email	**iqacmnwc@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://mnwc-sndt.org/wp-content/uploads/2019/06/AQAR-2016-2017-Final.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://mnwc-sndt.org/wp-content/uploads/2020/01/IMG-20200107-WA0007.jpg

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**78.5**	**2004**	**08-Jan-2004**	**07-Jan-2009**
2	**B**	**2.89**	**2009**	**31-Dec-2009**	**30-Dec-2014**
3	**A**	**3.02**	**2016**	**29-Mar-2016**	**28-Mar-2021**

6. Date of Establishment of IQAC

15-Jul-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
IQAC Meeting I	18-Jul-2017 1	9
IQAC Meeting II	26-Aug-2017 1	12
IQAC Meeting III	16-Dec-2017 1	14
IQAC Meeting IV	06-Jan-2018 1	10
IQAC Meeting V	15-Jan-2018 1	8
IQAC Meeting VI	24-Mar-2018 1	13
Preparing and Drafting Criterion-Wise Reports for Academic and Administrative Audit with the New Guidelines from NAAC, Dr. Venkatramani and Dr. Vibhuti Patel	10-Apr-2018 1	29
Effective Mechanism for Quality Assessment, Auditing & Accounting from the New Guidelines of NAAC- A State Level Workshop cum seminar for the Administrative Staff	15-Jul-2017 1	120
A presentation on Nityanand Meets Sankalpa: On the Edge of Reality and Aspiration by Dr. Mathew Cobb, Life Coach, Cultural Entrepreneur and Tribal Activist, USA.	08-Nov-2017 1	40
Workshop and Exhibition on Biodegradable Waste by Mrs. Mayuri Shinde from Stree Mukti Sangathan (SMS) , Mumbai.	05-Feb-2018 1	81
Workshop on integrating ICT in Teaching -Learning Systems with Edmodo Systems by Ms. Pradnya Sawant, Assistant Professor, MNWC	02-Feb-2018 1	25
No Files Uploaded !!!		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Departmen	Scheme	Funding Agency	Year of award with	Amount

t/Faculty			duration	
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**6**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

· Preparing Proposal Project SANNARI for the Integration of ICT based Teaching Learning Methods in Classroom ·   Introducing SHILPI Skill Development Training for all for bridging the industry academic gap and empowering students with the acquisition of various skills ·   Initiating Project NonViolence, Peace and Humanity Integrity, Honesty and Truth Respect for all Mutual Support and Harmony, Mental Health, Hygiene and Cleanliness Appreciation and Gratitude (NIRMMA) for imparting Value education for all students ·   Facilitating the Process of Academic, Administrative and Other Audits Based on the new Guidelines from NAAC w.e.f. June 2017 ·   IQAC signed MOU with IBS Business School to promote Student and faculty development programme for a period of three years 2016. Conducted talks and workshops on "Leadership and Motivation" "How to prepare CV" were conducted for final year students

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To Prepare AQAR 2016 17	**AQAR was prepared and uploaded on Website 9.10.2017 http://mnwcsndt.org/wpcontent/uploads/2019/06/AQAR20162017Final.pdf**
To Organize NAAC Sponsored National Seminar on Enhancing Quality Culture in	**The proposal was sent to NAAC**

TeachingLarning in Institutes of Higher Learning: Methods,Scope and Challenges	
To integrate ICT based Teaching -Learning Methods in Classroom	IQAC prepared the proposal for Project SANNARI for installing Smart Classrooms which was sent to SAS-Institute India Private Limited
To bridge the industry academic gap and empower students with acquistion of skills	Introduced Project SHILPI Skill Development Training Departments conducted training workshops for enhancing skills for students
To impart Yoga & Value Education Programme to students	Initiated Project NIRMMA under which the following activities were conducted: i)Yoga for FY students was conducted by Yoga Prabha Bharati Seva Sanstha Trust ii)Lectures on Value Education for SY students
To promote the quality culture and understand the framework of new guidelines of NAAC w.e.f 2017 amongst teaching & non-teaching staff	Teaching Staff and Non Teaching Staff attended the various workshops for gaining insight of new guidelines of NAAC w.e.f 2017. Organised a Workshop for Non Teaching on Effective Mechanism for Quality Assessment, Auditing Accounting and for Teaching Staff on Preparing and Drafting Criterion Wise Reports for Academic and Administrative Audit with the New Guidelines from NAAC
For Infrastructure Development and Equipment Upgradation	Two New Classrooms were created
To Carry out External Academic, Administrative, ICT & Green AUDIT	Experts for External Academic, Administrative and ICT Audit Processes were finalized.
To increase student representation on Administrative and Academic Bodies	1. The President the Secretary of Student Council were made members of College Development Committee to encourage participation and decentralized management 2. One student each was also included in the AntiRagging Internal Complaints Committee
To promote quality research at the Dept. level and participate in various research competitions Local, State,National International level	1. Ms. Yalnaaz Lakdawala Participated and won 1st Prize in AVISHKAAR State Level. She then Participated in ANVESHAN Competition (West Zonal Level). Both the competitions were guided by Dr. Swati Partani, HOD of Child Development 2. P.G Dept. of Psychology organised a workshop on Dissertation Writing by Mr. Ninad Patwardhan, Research Scholar, IIT, Mumbai 3. P.G Dept of Commerce organised a workshop on Preparing Research Proposal by Dr Anuja Jayraman, Director, Research at Society for Nutrition, Education and Health Action (SNEHA) 4. The Research Cell of the

	college organised an Intercollegiate Research Competition on Sustainable Development Goals. 5. Food and Nutrition Department students participated in various research competitions and won Prizes 3rd prize at Urjita Research Paper Competition, at Smt. P.N Doshi College, 2nd Prize at Guru Nanak College and M.D Shah Mahila College
To sign MOUs with other institutes, universities (Local, National International) to enrich academic experience	Department of Hindi signed MOU with: Udayana University, Bali.
To increase Linkages with NGO's for involving in extension activities	Linkages were established with VACHA, Trishul, ADVEKA foundation and The Change Entrepreneurs
[View File](#)	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	03-Mar-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Since 2012, the College has a functional Management Information System that has been upgraded from time to time as per the nature of the upcoming requirement. At regular intervals, more and more modules are added in order to digitalize the system. The System comprises of : Electronic Correspondence Management System: Since 2012, MNWC has been using ICT System for entire Administrative Operations •Students' details available online •Deadlines punctually maintained. •Due to ECMS Inward/Outward numbers are auto generated and sent by email to concerned person and parties. A large number of files reduced to one

Master file. EService Record Management System:. Under personal records, the staff members can log into their own accounts with the help of a user name and password allocated to them: They can avail documents related to:
•Government NOCs •University Approvals •Appointment Letters •Joint Director Pay Fixation •Updated Leave Record •Updated Provident Fund Record •All Testimonials •Monthly Pay Slips Digital File Management System: Physical files made available online after a long painstaking process of sorting them out, filing, labelling , scanning and uploading them on the MIS. All the corresponding physical files are in parallel maintained in the Record Room with colour coding and numbering, Thus all correspondences with the following external bodies are stored online:
•SNDT Women's University Office •Joint Director's Office, Mumbai Region •Deputy Director's Office, Mumbai Region •University Grants Commission, New Delhi •National Accreditation Assessment Council, Bangalore •All the cupboards were numbered Cupboard wise list of files is tagged at respective cupboards. The same list is uploaded in the System. Tracing the location of files has become easier from the System The option of Online Advanced Search is also available. Inventory Management System IMS is system generated. To keep the actual Inventory Control Records, New stock purchased is added, Issued stock is managed Current Stock Report and Purchase Order Report are generated from the system. Examination Information Management System: •Helps us to auto generate: Online Examination Forms Examination Fees Receipts and Hall Tickets, Submission of Question Papers Attendance Sheets Internal Marks are submitted online by the teachers. For college exams Ledger Results, Mark Sheets, Merit Lists, Subject Wise Topper Lists can be printed from this system. •Not a Single case of Malpractice occurs in our College. Computerized Accounting System: The Accounts Department has developed the Payroll system for smooth, accurate prompt functioning. Salary of teachers is entered Online in Higher Technical Education SEVAARTH, the Maharashtra State Government Portal is in full

alignment with the College's MIS . Form16 is linked with Government Assessment Grants File. Due to Fully Computerized Accounting system, the Accounts department is always prepared for any External Audit. We have Nil Audit Para of Accountant General and No Negative Remarks from Statutory Auditors. Mobile Governance: Was introduced for providing mobile alerts and SMS services to the students, teachers and Staff for faster execution. Department Reports on Google Doc introduced.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Analysis of the needs of the students, by the faculty, helps to plan the curriculum. It includes activities that are related to the syllabus prescribed by Shreemati Nathibai Damodar Thakersey Women's University (SNDT) as well as the Vision, Mission and Goals of the College. The college has contributed to the shaping of the syllabus through Board of Studies (BOS). Students are given the option of Academic Flexibility wherein they can opt for courses conducted by Dr. Bhanuben Nanavati Career Development Centre. The following methodology of implementation has been formulated by the college. • Distribution of lectures and tutorials on a weekly basis is clearly outlined as per the U.G.C guidelines. Each teacher is given a Productivity log at the start of academic year. A teaching plan is prepared with month wise allotment of topics to be covered. • A strategy that focuses on punctual attendance and teaching effectiveness of teachers has been formulated. The college has a policy regarding number of activities or meeting etc. during teaching hours. • Regular meetings with parents, preparation of defaulters list and signatures on written undertaking formats have helped efforts. Teachers make an effort to assist learners, absent for valid reasons to catch up with the lost time and tasks. • An Academic Calendar is prepared for the college to successfully synergize all the activities and to avoid duplication. • The college has a strategy to monitor the implementation of curriculum policy at classroom level. The department has meetings to discuss preparation of reference material, projects, assignments, AV teaching aids etc. • The college has hosted content analysis workshops to facilitate curriculum enrichment. • The college has organized an International Conference, workshops, short films training, and encouraged teachers to participate conferences, seminars, workshops, etc. • Besides regular lectures, teaching-learning methods are identified for Advanced and slow learners. • Innovative teaching methods ensure ICT integration, skill development, employability and inclusion of front line areas and cross cutting issues. Students thus get practical insight into the curriculum and develop their cognitive skills such as critical analyses, problem solving, evaluation and synthesis. • The link between curriculum planning to assessment planning is clearly outlined in the teaching plan. The evaluation process is clearly documented in the internal assessment schedule. The unit test and continuous evaluation method helps to meet the requirements of formative and summative assessment. Tutorials and practicals are a unique feature of the curriculum

that provides additional guidance and assessment. • Monitoring of syllabus coverage, assessments, periodic contents of learner's exercise books per subject, the content of the productivity log which profiles the daily progress of the teacher, attendance registers, mark sheets, examination papers all form a vital part of the feedback system.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	01/01/2018	000	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MCom	Accountancy	12/06/2017
BA	Sociology	12/06/2017
BCom	Office Management and Secretarial Practice	12/06/2017
BCom	Tourism and Travel Management	12/06/2017
BCom	Accountancy Specialization	12/06/2017
BCom	Compulsory Component-Economics	12/06/2017
BA	Psychology	12/06/2017
BA	English	12/06/2017
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Tally	29/11/2017	30
Training program for Psychological Assessment and basic counseling skills.	15/06/2017	56
Training in basics in MS Excel and its application	01/09/2017	19

	in research		
	Basic Baking	19/02/2018	12
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Economics	5
BA	English	15
BA	Gujarati	1
BA	Psychology	25
BA	Sociology	15
BA	Food & Nutrition (CAPC)	4
BA	Child Development (CAPC)	3
BMS	Management	2
MCom	Human Resource Management	17
BCom	B.Com-Accountancy, Finance & Insurance	39
BA	Foundation Course (CC)	5
MA	Clinical Psychology (Part II)	30
MA	Counseling Psychology (Part II)	24
MA	Clinical Psychology (Part I)	30
MA	Counseling Psychology (Part I)	28
BCom	Travel & Tourism Management	14
BCom	Office Management & Secretarial Practice	4
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Feedback is an essential aspect of any institution that essentially contributes to its development and growth. The institute ensures that all the stakeholders

are involved in the participatory management practice. Their valuable inputs are well considered and executed upon so as to strengthen the vision, mission and goals of the institution. At MNWC, wellstructured formats have been designed to obtain manual feedback from Students, Teachers, Parents and Employers. The Head of the Institution, with the help of a team of teachers, personally supervises the administering of the process so as to conduct it in a fair and an unbiased manner. The Feedback forms are designed to collect quantitative as well as qualitative data to get evaluative inputs on: a. Reviewing the existing syllabi and curriculum Followed by the analysis, recommendations and suggestions are figured out and shared with the concerned stakeholders. For instance, a few teaching faculty are the members of the Board of Studies(BOS) of the SNDT Women's University. Feedback related to curriculum received from students and parents is conveyed by these Teacher Members of the Board of Studies(BOS). b. Teachers' effectiveness in the classroom Feedback on Teachers' Effectiveness collected from students is handed over personally by the Principal to the teachers. The teacher's performance is compared to the previous year's performance and suggestions given for improvement. c. Infrastructure facilities and equipment maintenance Feedback on canteen, sports room and equipment, computer labs, internet facilities is communicated to the Management, Administrative and Support Staff so that required changes and upgradation can be introduced. d. Library facilities, usefulness and resourcefulness The College Library maintains a well organized feedback mechanism in order to improve its services for book bank, issuing, addition of new books and replacement of old, out of syllabi books. e. Employers and Internship hosting organizations The feedback is collected from the employers and the internship hosting organizations . f. Parents' satisfaction The feedback from parents is collected. g. Alumni Feedback: The alumni feedback is collected .

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Accountancy / Office Management & Secretarial Practice / Travel and Tourism Management	144	126	126
BA	English, Psychology , Sociology (English Medium)	144	121	121
BA	Gujarati, Economics (Gujarati Medium)	144	53	53
MA	Clinical & Counseling Psychology	66	383	60

MCom	HRM & Accountancy	60	20	20
BMS	Marketing,Finance & Human Resource Management	72	60	60
BCom	Accountancy,Finance& Insurance	144	45	45
PG Diploma	Early Child Education	36	4	4

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	998	154	28	6	7

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
39	38	7	28	0	8

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

As mentors, the teachers act as positive role models in the lives of the students. The mission of the mentoring sessions are to ease students into the academic community and its expectations while offering them a space where they can pose questions and discuss any academic challenges they may experience. In the beginning of the academic year, the IQAC prepares a Master TimeTable for the students and assign teachers across all the streams BA, B.Com, BMS and B.Com (AFI). The Master Time Table contains the names and enrollment numbers of students, names of the teachers, class room and the time slot assigned. Academic Mentoring is done on regular basis where each teacher is assigned 30 to 35 students. The teachers mentor the students once a month and discuss issues related to academics. Attendance is taken and a briefing of the session is documented in the formats provided by the IQAC . Roles and Responsibilities of a Mentor: 1. To support their mentees by giving academic advice, sharing resources, and caring about their students' success. 2. To empower students by encouraging them to develop diverse skills and strategies necessary to successfully navigate higher education. 3. To develop collaborative study skills and discuss any issues that are sensitive and/or require confidentiality. The following Mentoring guidelines were circulated to the Teacher Mentors : • Mentoring sessions to be held once a month (preferably during the second week) on the stipulated day for 40 minutes between August and March every year. If required, the mentors may engage extra sessions depending upon the need of the mentee(s) • Teachers to focus on academic and stress related problems. Internal assessment or semester final examination patterns, evaluation patterns, learning problems, performance in exams, guidance for Add on courses and others. However, they may not restrict themselves to only these issues. • Teachers to keep their files updated to submit them every three months to the Principal for reviewing. • Teachers to maintain their mentoring record for five years beginning from August 2016. Mentoring sessions are held to discuss the following

: • Role modelling, study habits and teaching students about time management, notetaking, reading reference material, journals , active listening and revision exercise • Offering supportive and collaborative learning environments where students feel safe to interact, have an opportunity to make friends and learn from each other Outcomes of the Mentoring sessions • The mentoring sessions helped students to develop responsible study habits. • They provided a space for dialogic education, to discuss studies and are given academic guidance and feedback on their progress and performance. • They gave students a chance to discuss their experiences with academics and stress related issues.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
998	28	1:35

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
21	19	0	0	11

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Annabel Rebello	Assistant Professor	Best Shortest Drama from Golden Book of World Record for the shortest play MahaKAALA
2018	Dr. Rajshree Trivedi	IQAC / CIQA coordinator	Best National Short Story Competition Awarded by Matrubharati.com
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	126	B.Com (AFI) III Semester V / April 2018	15/11/2017	14/12/2017
BCom	126	B.Com (AFI) Semester VI/ April 2018	06/04/2018	26/04/2018
MA	011	M.A I Semester I December 2017	02/12/2017	30/12/2017
MA	011	MA I Semester II May 2018	05/05/2018	31/05/2018
MA	011	MA II Semester	24/11/2017	30/12/2017

		III November 2017		
MA	011	MA II Semester IV / April 2018	24/04/2018	31/05/2018
MCom	012	M.Com I Semester I November 2017	08/11/2017	21/12/2017
MCom	012	M.Com I Semester II April 2018	23/04/2018	28/05/2018
PG Diploma	00	PGECC Sem I	05/12/2017	17/01/2018
PG Diploma	00	PGECC Sem II	04/05/2018	12/06/2018
MCom	012	M.Com II Semester III November 2017	18/11/2017	21/12/2017
MCom	012	M.Com II Semester IV April 2018	23/04/2018	28/05/2018
BA	001	BA I Semester I/ November 2017	20/11/2017	24/11/2017
BA	001	BA I Semester II/ March 2018	23/03/2018	02/05/2018
BA	001	BA II Semester III/ November 2017	23/11/2017	03/01/2018
BA	001	BA II Semester IV/ April 2018	16/04/2018	17/05/2018
BA	001	BA III Semester V/ November 2017	24/11/2018	03/01/2018
BA	001	BA III Semester VI/ April 2018	17/04/2018	17/05/2018
BCom	002	B.Com I Semester I/ November 2017	20/11/2017	24/11/2017
BCom	002	B.Com I Semester II/ March 2018	23/03/2018	02/05/2018
BCom	002	B.Com II Semester III/ November 2017	23/11/2017	03/01/2018
BCom	002	B.Com II Semester IV/ April 2018	16/04/2018	17/05/2018
BCom	002	B.Com III Semester V/ November 2017	24/11/2017	03/01/2018
BCom	002	B.Com III Semester VI/	17/04/2018	17/05/2018

		April 2018		
BMS	010	BMS I Semester I/ November 2017	15/11/2017	24/11/2017
BMS	010	BMS I Semester II/ March 2018	21/03/2018	24/04/2018
BMS	010	BMS II Semester III/ November 2017	16/11/2017	08/12/2017
BMS	010	BMS II Semester IV/ April 2018	06/04/2018	05/05/2018
BMS	010	BMS III Semester V/ November 2017	20/11/2017	08/12/2017
BMS	010	BMS III Semester VI/ April 2018	11/04/2018	05/05/2018
BCom	126	B.Com (AFI) Semester I /November 2017	15/11/2017	24/11/2017
BCom	126	B.Com (AFI)Semester II/ March 2018	21/03/2018	24/04/2018
BCom	126	B.Com (AFI) II Semester III/ November 2017	16/11/2017	14/12/2017
BCom	126	B.Com (AFI) II Semester IV/ April 2018	07/04/2018	26/04/2018
[View File](#)				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• The students are informed about the evaluation process through the Prospectus, Orientation Programme and syllabus given by the respective course teachers. • As per the rules of the SNDT Women's university, 25 marks are allotted for formative Internal evaluation. • The examination committee prepares a timetable for a common internal test for the UG Students. The Time table is put up on the college notice board and circulated in WhatsApp group of students. • Besides a common internal test, teachers use a variety of methods for internal assessment. To mention a few: MCQs, Project work, Group discussions, Presentations, Internship, Field project. • Students participating in sports, NSS and cultural events are given concession where in they are given additional time to complete projects, assignments. • A Reexamination is taken for Students who were not able to score 9 marks in their internals. Extra assignments, test and revision worksheets are given to them. • All examination related information is displayed on the students' notice board. • The first year examination is conducted by the college, all teachers upload two sets of question paper on the Examination management system. The portal can be accessed only by the Principal and members of the Examination committee. • To guard against malpractices, Hall ticket with photograph are issued to the students appearing for the First year examination. • The examination room has a RISO printer where papers are printed and sealed in envelopes which are opened only on the day of examination. • All exam related grievances are transparent, time

bound and efficient. The students can apply for verification/revaluation and photocopy of answer booklets within two weeks of declaration of results.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic calendar is prepared and communicated through the Student Dairy, Teachers Productivity Log Book and Staff Notice Board. It indicates the following: • 90 teaching days per semester, date of commencement and last working day of terms , holidays and vacation dates are sent by the SNDTWU. • Month wise schedule of the activities: Orientation Program for the First Year, College Youth week, Annual day, NSS Camp, Sports week, Prize Distribution Ceremony, Farewell for the Final year students. • Examination month. • The dates for the Common Internal test and First year examination which is conducted by the college are decided by the Principal, Examination Committee and the Supervisor of the Senior college. The timetable for internal test is prepared and put up on the college notice board, WhatsApp groups and college website. • The submission dates for internal assignments, projects, Power Point presentations and other variety of methods used for evaluating the students are announced by the respective subject teachers . Utmost care is taken to ensure that these dates do not clash with major events planned in the college • The University communicates the dates for the Second and third year exams to the affiliated colleges.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

NA

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
001	BA	DC English/Sociology/Psychology Sem V- English Medium	75	63	84.00
001	BA	DC English/Sociology/Psychology Sem VI- English Medium	75	64	85.3
001	BA	DC Economics/ Gujarati- SEM I- Guj.Medium	54	25	46.3
001	BA	DC Economics/ Gujarati- SEM II- Guj.Medium	53	32	60.4
001	BA	DC	18	13	72.2

		Economics/ Gujarati- SEM III- Guj.Medium			
001	BA	DC Economics/ Gujarati- SEM IV- Guj.Medium	18	12	66.6
001	BA	DC Economics/ Gujarati- SEM V- Guj.Medium	18	18	100
001	BA	DC Economics/ Gujarati- SEM VI- Guj.Medium	18	18	100
002	BCom	Accountancy/ Travel & Tourism Management/Offic e Management & Secretarial Practice Sem I	126	41	32.5
002	BCom	Accountancy/ Travel & Tourism Management/Offic e Management & Secretarial Practice Sem II	126	54	42.9
002	BCom	Accountancy/ Travel & Tourism Management/Offic e Management & Secretarial Practice Sem III	112	82	73.2
002	BCom	Accountancy/ Travel & Tourism Management/Offic e Management & Secretarial Practice Sem IV	112	58	51.8

002	BCom	Accountancy/ Travel & Tourism Management/Office Management & Secretarial Practice Sem V	101	81	80.2
002	BCom	Accountancy/ Travel & Tourism Management/Office Management & Secretarial Practice Sem VI	101	79	78.2
126	BCom	Accountancy, Finance & Insurance Sem I	42	26	61.9
126	BCom	Accountancy, Finance & Insurance Sem II	41	33	80.5
126	BCom	Accountancy, Finance & Insurance Sem III	37	20	54.1
126	BCom	Accountancy, Finance & Insurance Sem IV	37	25	67.6
126	BCom	Accountancy, Finance & Insurance Sem V	29	13	44.8
126	BCom	Accountancy, Finance & Insurance Sem VI	29	27	93.1
010	BMS	Marketing,Finance & Human Resource Management Sem I	58	27	46.6
010	BMS	Marketing,Finance & Human Resource Management Sem II	43	33	76.7

010	BMS	Marketing,Finance & Human Resource Management Sem III	61	34	55.7
010	BMS	Marketing,Finance & Human Resource Management Sem IV	59	43	72.8
010	BMS	Marketing,Finance & Human Resource Management Sem V	44	30	68.2
010	BMS	Marketing,Finance & Human Resource Management Sem VI	44	35	79.5
011	MA	Clinical & Counseling Psychology Sem I	55	48	87.3
011	MA	Clinical & Counseling Psychology Sem II	55	54	98.1
011	MA	Clinical Psychology Sem III	30	29	96.9
011	MA	Clinical Psychology Sem IV	29	29	100
011	MA	Counseling Psychology Sem III	25	24	96
011	MA	Counseling Psychology Sem IV	24	23	95.8
012	MCom	Human Resource Management & Accountancy Sem I	22	15	68.2
012	MCom	Human Resource Management Sem II	12	10	83.33

012	MCom	Accountancy Sem II	5	5	100
012	MCom	Human Resource Management Sem III	17	17	100
012	MCom	Human Resource Management Sem IV	17	16	94.1
001	BA	DC English/Sociology/Psychology Sem I- English Medium	121	53	43.80
001	BA	DC English/Sociology/Psychology Sem II- English Medium	121	75	61.90
001	BA	DC English/Sociology/Psychology Sem III- English Medium	98	76	77.6
001	BA	DC English/Sociology/Psychology Sem IV- English Medium	98	75	76.5
00	PG Diploma	PGECC	4	3	75
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

NA

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	1	Mrs. Asmita Bhatia	40000	40000
Any Other (Specify)	1	Umag Ajitkumar Bhatt	25000	25000
Any Other (Specify)	1	Guild of Indian English Writers, Editors and	40000	40000

Any Other (Specify)	1	Registration Fee received for international Conference of Dept. of English	99500	99500
Any Other (Specify)	1	Registration Fees Received for International Conference at Bali Dept. of Hindi	496000	496000
Any Other (Specify)	1	Sheth Hansraj Pragji Thackersey Education Fund (Shri Chandrasen Merchant)	35000	35000
Any Other (Specify)	1	Shobha Foundation (Shri Pratapbhai Patel)	250000	250000
Any Other (Specify)	1	Shobha Foundation (Shri Pratapbhai Patel)	50000	50000
Any Other (Specify)	1	Nirzari Vora	25000	25000
		View File		

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Impact of Braxite on Indian Stock Market	Dept. of BMS	24/11/2017
Opportunities under GST	Dept. of Commerce	04/08/2017
WEST Employbility Skill Test and Mentorship Session	Dept. of Commerce	09/08/2017
Micro Small and Medium Enterprise on Retail Managment	Dept. of BMS and Dept. of Commerce	15/01/2018
A G.D.S trainning Programme by Sabre Travel	Dept. of Commerce	19/02/2018

| Network India Pvt.Ltd | | | | |

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	31/12/2018	NIL

No file uploaded.

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
00	NIL	NIL	NIL	NIL	31/12/2018

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
000	000	000

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	2	5.5
National	Child Development	1	0
National	Psychology	1	0
National	Sociology	2	0
International	English	3	0

No file uploaded.

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Child Development	4
Food and Nutrition	3
English	9
Hindi	4
Economics	2

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation

0	NIL	NIL	2018	0	NIL	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2018	0	0	NIL
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Resource persons	5	3	0	0
Attended/Seminars/Workshops	10	17	1	0
Presented papers	11	6	1	0
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Peace Rally on, Say No to Nuclear bombs	Bombay Sarvodaya Mandal	2	18
Blood Donation Camp	Rotary Club of Bombay Airport District . 3141	2	16
Anti Drug Addiction Rally	NSS Cell of SNDT Womens University	1	2
Organ Donation Camp	Rotary Club of Bombay Airport District . 3141	2	13
Medical Camp for Rubella Vaccination	Rotary Club of Bombay Airport District . 3141	2	31
Educational Recreational activities at Balwadi, Nehru Nagar	NSS Unit in collaboration with Innerwheel Club of Bombay Airport	6	45
Rally and Street Play on the awareness of Hepatitis B at Nehru Nagar	United Way Mumbai	2	44

GST : Compliance Management	MNWC MSME	3	27
Literacy Awareness by Teaching in Nehru Nagar Balwadi, Vile Parle	NSS	4	30
Youth Day Minithon	SNDT Womens University	2	17
[View File](#)			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nutrition Education to Spastic Children	Plaque and Certificate	IDA, Mumbai Chapter	18
Project SNEH	Recognition	Mr. Ashok Jadhav, MLA	12
MindMela Mental Health Awareness Program	Recognition	Adveka Foundation	60
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat	L. S Raheja College of Arts Commerce, Juhu and NSS Unit of MNWC	Visit to Zero Garbage Fest of BMCGM Upnagar Sikshan Mandal	1	22
Swachh Bharat (Awareness program)	Maniben Nanavati Womens College	Rally to spread awareness about cleanliness	3	45
Swachh Bharat (Orientation)	NGO Global Green Renaissance Foundation	Orientation on Ewaste Management	8	118
Swachh Bharat (Versova Beach)	UCO Bank SNDT University	Beach Cleaning, Versova	1	10
Swachh Bharat (waste management)	Global Green Renaissance Foundation	Talk on Waste Management	2	92
Gender Issue	NSS Unit, MNWC	Street Play on Women Health Hygiene and Child Immunization Programme at Nehru Nagar	2	20

Gender Issue	NSS Unit in collaboration with Innerwheel Club of Bombay Airport	Talk on Female Sexual Health Hygiene	6	105
Gender Issue	NSS Unit in collaboration with Innerwheel Club of Bombay Airport	Free Health Checkup	4	70
Gender Issue (talk)	MNWC	Talk on various Laws for Women	5	100
Mental Health Awareness Campaign	AXIS Bank	Flash mob	2	30
Alzheimers Awaress Campaign	ARDSI Chapter Mumbai	Awarathon	3	10
Literacy Campaign	A. B. Goregaonkar High School	Each one Teach one	3	10
Mental Health Awareness Campaign	MNWC PG Psychology with The Changing Entrepreneur and ADVEKA Foundation	The Mind Mela campaign	4	55
Literacy Campaign	NGO Trishul and VACHA and Dept. Of Sociology, MNWC	Project SNEH to teach Children	2	26
Nutritional Awareness Through Games to Cerebral Palsy Children	School ADAPT in Collaboration with IDA Mumbai Chapter and Department of Foods and Nutrition	Teaching	2	18
Communication Skill	Sheth Chimanlal High School, Santacruz in Collaboration with Dept. Of Gujarati of MNWC	Teaching	2	7
Communciation Skill	Mumbai Gujarati Sangathan Gujarati School in collaboration with Child Development Dept.	Teaching	1	15

Swachh Bharat	NSS Unit of MNWC in Collaboration with Foundation Course	Distribution of Paper Bags	2	75
Swachh Bharat	NSS Unit of MNWC	Cleaning of Skywalk, Station and lanes in Vile Parle (w)	4	50
Swachh Bharat (Orientation, Cleanup drive, Tree Plantation	NSS Unit of MNWC in collaboration with Innerwheel Club of Bombay Airport, Mumbai	Van Mahotsav	2	25
Swachh Bharat	CYCLOTHON Greeen Revolution	Awareness	0	1
Health	PINKATHON	Women Health Awareness	0	2
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
M.Com Dept. Student Faculty Exchange Workshop, Guest Lectures and Visits	26	MNWC and VMV College	2
B.Com Dept. Student Faculty Exchange Workshop, Guest Lectures and Visits Consumer Complaints Redressal Forum	41	MNWC and Smt. MMP Shah Womens College	2
Dept. of Psychology (UG and PG) Academic Collaboration for 1st Annual Conference of Global Society for Digital Psychology	187	Desousa Foundation	1
Department of English Academic Collaboration International Conference Re Imagining the Text: Digital Humanities and the English Studies	90	GIEWEC (Guild of Indian English Writers Editors Critics, Kerala	1

Language, Culture and Tourism: Issues and Prospects	50	THAR INSTITUTE	2

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Academic	Study Tour	Mika Engineering Pvt. Ltd, Hem Food Pvt. Ltd. Padmavati Aqua Industries	10/12/2017	10/12/2017	110
Academic	Study Tour	Bombay Stock Exchange Contact Person : Shahnaz : 8082766643	24/11/2017	24/11/2017	48
Academic	Internship	OSMOS Multimedia Pvt. Ltd. Ms. Krishna : 9920460802	04/01/2018	31/03/2018	2
Academic	Internship	Lokmanya Tilak Municipal General Hospital, Sion, Ms. Alpa Alure	20/07/2017	31/03/2018	10
Academic	Study Tour	MSME, Sakinaka, Sanjay Maurya	18/08/2017	18/08/2017	48
Academic	Internship	J.J Hospital Mr. Swapnil Bhopi	08/12/2017	31/03/2018	10
Academic	Internship	D.Y Patil Hospital Ms. Anushree Kadam	24/07/2017	31/03/2018	06
Academic	Internship	Sneh Sadan	24/07/2017	31/03/2018	02
Academic	Internship	St. John Baptist	24/07/2017	31/03/2018	02

		school, Thane			
Academic	Internship	Gandhi Shikshan Bhavan	24/07/2017	31/03/2018	04
Academic	Internship	Institute for Exceptional Children	24/07/2017	31/03/2018	06
Academic	Internship	Sharnam	24/07/2017	31/03/2018	04
Academic	Internship	Childrens Academy School	24/07/2017	31/03/2018	02
Academic	Internship	Banabhai Nenshi Juhu hostel	24/07/2017	31/03/2018	03
Academic	Internship	Maharshi Dayanand College of Arts, Science Commerce	24/07/2017	31/03/2018	02
Academic	Internship	Chhatrapati Shivaji Maharaj Hospital,	10/08/2017	29/09/2017	09
Academic	Internship	Rescue Foundation	11/12/2017	31/03/2018	01
Academic	Study Tour	Sudhir Gensets and Alok Textiles.ltd, Silvasa	14/10/2017	14/10/2017	90
Academic	Study Tour	Bombay Stock Exchange, Churchgate, Contact PersonShehnaz8082766643	13/12/2017	13/12/2017	15
Academic	Internship	Ranade Associates 9820321479	20/05/2017	20/10/2017	2
Academic	Internship	Ranade Associates 2249713165	15/09/2017	15/01/2018	1
Academic	Internship	Shreeji Engineering Services 9820362355	20/11/2017	01/03/2018	1
Academic	Internship	Fortune Realty 2228554488	25/09/2017	09/03/2018	1

Academic	Internship	Kalpvaririksh staffing recruiting	22/01/2018	23/02/2018	1
Academic	Saral Hindi Course	Hindustani Prachar Sabha	10/08/2017	31/03/2018	25
Academic	Sponsorship Finpreneurs	Rotary Club of Bombay Airport	02/01/2018	31/03/2018	38
Academic	Internship	Perfect Hoildays Services, Unit 5, Ivy Business Center, Patel Estate Road, Jogeshwari(W)	15/04/2017	15/06/2017	1
Academic	Internship	Tour Mart, 8, Todiwala Bldg, Sunmill Road, Lower Parel (W)	15/04/2017	15/06/2017	1
Academic	Internship	Columbus Travel, RajnikunjBldg, M.G. Road. Kandivali(W)	15/04/2017	15/06/2017	1
Academic	Internship	Amigo Travel Services, 709, Aura Biplex, Above Kalyan Jewellers, S.V. Road, Borivili (W)	15/04/2017	15/06/2017	1
Academic	Internship	The Departures , Shop no. 9, Krishna Classic, B wing, Ram Mandir cross Road, Bhabai Naka, Borivili (W)	15/04/2017	15/06/2017	1
Academic	Visit	David Sasoon Dock Asiatic Jahangir Art Gallery	11/07/2017	11/07/2017	07
Academic	Visit	Bhavans Cultural Centre	08/10/2017	08/10/2017	11

Academic	Visit	K.J Somaiya College of Arts Commerce	18/01/2018	18/01/2018	13
Academic	Visit	Maharshi Dayanand Library, Dadar	24/04/2018	24/04/2018	07
Academic	Visit	Arihant Plastics Pvt .Ltd. Navneet Industries Ltd. Virar, Mumbai Virar, Mumbai	22/07/2017	22/07/2017	15
Academic	Study Tour	Saras Dairy, Jodhpur Handloom Factory, Jodhpur Jai Narayan Vyas University, Jodhpur	11/12/2017	17/12/2017	37
Academic	Visit	Consumer Complaint Redressal Forum, Lower Parel	22/07/2017	22/07/2017	15
Academic	Internship	Cosmikids international Preschool AjitNiwas, Plot no 396/14, Gurudwara Rd, Santacruz West, Opposite DhanPotharGurudwara, Mumbai, Maharashtra 400054	21/12/2017	31/01/2018	6
Academic	Internship	PannalalLohe Day Care Centre, Hanuman Road, Vile Parle East, Mumbai 400099. Jumping	04/12/2017	31/01/2018	7

		Genius Play Center			
Academic	Internship	Bright Star International School Agasth Kranti Marg, Mumbai 400007	07/12/2017	31/01/2018	3
Academic	Internship	LokmanyaSeva Sangh Day Care Centre Ram Mandir Rd, Navpada, Vile Parle East, Vile Parle, Mumbai, Maharashtra 400057	07/12/2017	31/01/2018	4
Academic	Internship	World of Children, Malad west, Mumbai 400064	07/12/2017	31/01/2018	6
Academic	Internship	Mumbai Mobile Crech Powai 01	04/12/2017	31/01/2018	6
Academic	Internship	Prangan Day care and Nursery, 64/2785, Ground Floor, Ganesh Krupa CHS, Gandhi Nagar, Near M.I.G. Cricket Club, Gandhi Nagar, Bandra East, Mumbai, Maharashtra 400051	01/12/2017	31/01/2018	4
Academic	Internship	Joy Pre School amd Daycare Centre, Kartik Complex, 28 Link Road, Andheri West 400053	11/12/2017	31/01/2018	2
Academic	Study Tour	Zero	19/01/2018	19/01/2018	10

		Milestone Haldiram Foods Pvt Ltd			
Academic	Internship	Prithvi Theatre	21/03/2018	28/04/2018	8
Academic	Sponsorship	IDA Mumbai Chapter	01/09/2017	08/09/2017	20
Academic	Workshop	NSI, Mumbai Chapter	20/01/2018	20/01/2018	20
Academic	Visit	Food Hall, Parel	04/07/2017	04/07/2017	35
Academic	Visit	Grand Hyatt	19/07/2017	19/07/2017	29
Academic	Demonstration	Wonder Chef	11/07/2017	11/07/2017	47
Academic	Internship	ZEP Business Education Pvt Ltd	03/07/2017	31/03/2018	1
Academic	Internship	Itlab Pvt Ltd	01/06/2017	10/03/2018	1
Academic	Internship	Sneha Society of Nutrition Edu Health Action 9833420997	11/10/2017	11/01/2018	1
Academic	Internship	Salil Mehta Associates	01/07/2017	01/12/2018	1
Academic	Internship	Indian Construction	26/11/2017	28/02/2018	1
Academic	Internship	Anup B.Agarwal Co	01/11/2017	31/01/2018	1
Academic	Internship	Northen credit collection business pvt.ltd	16/05/2017	10/03/2018	1
Academic	Internship	Indiabulls Real Estate	07/08/2017	08/12/2017	1
Academic	Internship	Jakhelia Associates Chartered Accountants	01/12/2017	06/03/2018	1
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 3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs

Sabre Network India Pvt Ltd	08/08/2017	Internship	16
A B Goregaonkar English School	22/06/2018	Internship	13
Smt M.M.P.Shah Women's College of Commerce Arts, Mumbai	10/04/2017	Students and Faculty exchange	30
SNDT College of Arts Commerce ,Churchgate, Mumbai	12/06/2017	English day (academic/ extracurricular	19
Sheth Chimanlal Nathuram High School, Santacruz (E), Mumbai	03/07/2017	Teaching and Conducting Workshop	15
Vrajlal Manilal Vasant College, Nagpur	10/08/2017	Students and Faculty exchange	20
Udayana University, Bali	28/02/2017	International Conference at Udayana University, Bali, Indonesia, on 5th and 6th June 2017. THAR International Conference at Jaipur (8th 9th Sept, 2017)	5
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
17109300	16718842.75

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SLIM 21	Fully	3.6.0.31681	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13861	1370774	254	67850	14115	1438624
Reference Books	25103	3413231	159	66854	25262	3480085
Journals	86	80152	6	2928	92	83080
e-Journals	8	30860	8	30806	16	61666
Digital Database	1	5750	1	5750	2	11500
CD & Video	801	260509	13	7340	814	267849
Library Automation	1	327790	0	0	1	327790

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	31/12/2018

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	137	5	1	9	1	13	2	50	7
Added	16	0	0	0	0	0	0	0	0
Total	153	5	1	9	1	13	2	50	7

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	[www](#)

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
3002510	1752852.5	7340900	6881996

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Managing Committee of Maniben Nanavati Women's College ensures optimum utilization, easy availability and continuous upgradation of all physical. academic and support facilities so that all the sections can smoothly function within and with each other on an amicable basis. a. The academic year at MNWC spreads from June to May . The Managing Committee meets twice during the academic year – first in August for the review of the last academic year's progress followed by the second meeting in March for the next Annual Budget. Based on the inputs received from the following committees, the Annual Budget is made: •College Development Council: Regular meetings of the Departments and Committees are convened and the Minutes of the Meetings maintained in respective registers. During the meetings, the Heads submit their requirements along with the estimated budget. The requirements are put forth in College Development Council and passed after the resolutions are made. They are then discussed and approved by the Managing Committee. •Purchase Committee: The College has a Purchase Committee that abides by the set procurement policy for the purchase of equipment, appliances and services. Annual Maintenance Contracts are renewed on a regular basis: 1. Instrumentation maintenance agency has been hired on annual contract basis for the technical support required for online admissions, examinations, document and correspondence management systems, website, and the portal for the MOOC Course in Computer Literacy offered to students. 2. Annual Maintenance Contract of computers, printers, scanners are renewed with the local agency 3.Antivirus and AntiMalware software are installed and upgraded from time to time. 4.Annual Maintenance for the RISO Digital Duplicator Machine, Photocopier Machines, Lift, Fire Extinguishers, Biometric Machine, Air Coolers and Conditioners, Water Coolers and Water Purifiers, Gas Services and internet services. The security services and gardening services are regularly maintained b. The Help Desk at the College Office is maintained for the request of repairs and replacements of equipment, LCD projectors, fans , tube lights and furniture fixtures in the premises. c. A Master Time Table is prepared jointly by the Supervisor and Assistant Supervisor for the usage of classrooms and laboratories. d. Entry to the College Library is allowed only to the holders of the valid ICard e. Students participating in sports have access to the Sports Room. The Backyard is used for practice by students participating in cultural and sports events. f. For the booking of the A/C Seminar Hall that has in built sound system, LCD Projector, Chairs, tables and podiums , a separate register is maintained to avoid clashes. g. During Sundays, public holidays and vacation, the College rents the classrooms to various government as well as nongovernment organizations to conduct examinations, lectures and programmes. Vijaya Bank, ICAI, LIC, ICSI, NGOs and DS Actuarial Education Services use our classrooms. h. Floor wise supervision of equipment and appliances is allotted to the Support Staff in order to maintain the campus well.

http://mnwc-sndt.org/wp-content/uploads/2019/10/Maintenance-Procedures-Policies.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	**Freeship, College Prizes and Scholarship**	**104**	**108820**
Financial Support from Other Sources			
a) National	**National Scholarship Maha DBT**	**2**	**6480**
b)International	**NIL**	**0**	**0**
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Mentoring	**14/08/2017**	**998**	**ALL MNWC TEACHERS**
Soft Skill Development	**13/07/2017**	**50**	**Innerwheel Club of Bombay Airport**
Soft Skill Development	**02/01/2018**	**170**	**P.G Dept of Psychology Of MNWC**
Soft Skill Development	**20/07/2017**	**15**	**PHONEX PLAYERS, THEATRE GROUP, MUMBAI**
Soft Skill and Skill Development	**09/03/2018**	**15**	**Pratik Sapre, Director Kundan Kumar, Actor**
Soft Skill And Skill Development	**25/09/2017**	**50**	**Dept. of Sociology and Dept. of Hindi of MNWC**
Skill Development	**29/11/2017**	**15**	**MSME, ANDHERI (E), MUMBAI**
Skill Development	**10/03/2018**	**17**	**KATTA BABU, A Free Lancer for conducting workshop for Puppet making and story Telling all over India**
Skill Development	**15/01/2018**	**16**	**MSME, ANDHERI (E), MUMBAI**
Skill Development	**06/12/2017**	**18**	**INNER WHEEL CLUB OF BOMBAY AIRPORT**
Skill Development	**19/02/2018**	**12**	**Dept. Of Food and Nutrition of MNWC**
Skill Development	**19/02/2018**	**15**	**SABRE TRAVELS NETWORK INDIA , PVT LTD**
Skill Develoment	**29/11/2017**	**10**	**MSME, ANDHERI (E),**

Skill Development	01/02/2018	41	MSME, ANDHERI (E), MUMBAI
Skill Development	01/08/2017	20	Ms.Smruti Shah, Emeritus Institute of Management,
Remedial Teaching	07/12/2017	6	Dept. Of Sociology of MNWC
Remedial Teaching	17/01/2018	7	Ms.Deepika Wagehla, Alumni
Remedial Teaching	11/07/2017	3	Dept. of Food Nutrition of MNWC
Language Lab	03/08/2017	55	Dept.of English of MNWC
Personal Counseling	15/06/2018	92	DR. DEVANGI VAKHARIA, COUNSELOR
Yoga	24/01/2018	83	Yoga Prabha Bharati Seva Sanstha Trust

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 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	Preparation for Competitive Exam	0	7	0	2
2017	Arihant Acaedemy	0	86	30	0
2017	SWA-Disha Mentoring	0	201	0	0
2017	West Employability Skill Test TALERANG	0	62	0	0
2017	Guidance for NET/ SET Exam	0	42	0	0
2017	Guidance for NET/ SET Exam	0	48	2	0
2017	Goal The Banking Aacedemy	0	71	0	0

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
13	13	42

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Fino Payments Bank, www.freshiers.com	121	1	ICICI Bank, AXIS Bank, OYO Hotels, Aqua Soft etc.	39	39
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	1	BMS	Department of Management Studies	M.N.W.C College,	M.Com
2017	1	BMS	Management Studies	Mumbai University-	M.Com
2017	7	B.Com	Department of Commerce	M.N.W.C	M.Com
2017	1	B.Com	Department of Commerce	UPSC/IPS Officers Academy, Thane	UPSC,IPS
2017	1	B.Com	Department of Commerce	ICSI	C.S
2017	1	B.A	Psychology	SNDT Women's University	Msc.Human Development(2Years)
2017	1	B.A	Psychology	Rizvi Management Institute	MBA in Human Resource
2017	1	B.A	Psychology	Swami Vivekanand	M.A.Clinical Psychology
2017	1	B.A	Psychology	Dublin University	MA in Creative Writing(1 year)

2017	1	B.A	Psychology	Smt. M.M.P Shah Women's College of Commerce & Arts	MA - Counseling Psychology
2017	1	B.A	English	IGNOU	M.A(English)
2017	2	B.A	English	Dr.BNCDC.MNWC	P.G.ECE
2017	1	B.A	English	SNDT University	M.A (English)
2017	1	B.A	Sociology	Vidya Nidhi Education Society	PG ECE
2017	1	B.Com	Department of Commerce	B.Ed College	B.Ed
2017	1	B.A	English	SNDT University	B.Ed
2017	1	B.A	Sociology	U.P University	B.Ed
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Day	Institution	70
Personality Contest	Institution	15
Teachers Day	Institution	53
Farewell	Institution	114
Picnic	Institution	110
Long Jump	Institution	21
Throw Ball	Institution	25
Shot Put	Institution	15
Skipping Race	Institution	22
100 Mtr Race	Institution	23
200 Mtr Race	Institution	19
Two Pair Race	Institution	22
Sports Day	Institution	78
Poetry (English, Gujarati, Hindi)	Institution	29
Quiz	Institution	30

Collage Making	Institution	13
Rangoli	Institution	12
Spot Photography	Institution	16
Poster Making	Institution	12
Cartooning	Institution	8
Painting	Institution	4
Clay Modelling	Institution	26
Debate	Institution	15
Essay Writing	Institution	37
Nail Art	Institution	10
Elocuation	Institution	35
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5.3 – Student Participation and Activities

5.3.1 – 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	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Event Manager of the Year	National	0	1	2015016100 100134	Ms. Shraddha Singh
2018	Event Manager of the Year	National	0	1	2015016100 100455	Ms. Palak Kejriwal
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Council is the backbone of the College. The Council is formed, every year in July, of elected Class Representatives (CRs) from all the disciplines and Gymkhana Representatives (GRs). The members of the Council are catalysts in the process of dissemination of information through various social media groups. The President and Secretary of Student Council are the members of the College Development Council (CDC) and are involved in making a few key decisions. Srishti, the College magazine has students on its editorial board. They compile the Student Section and edit the same. The CRs take the responsibility of the distributing copies of the College magazine, College Diary, brochures and leaflets for events, and other publications. The Internal Complaint Committee and Women Development Cell have student members who help to organize workshops and guest lectures on related topics. "Youth Week" the College level festival is organized by the Student Council where the members organize Literary and Fine Arts competitions. The Council Members come together to motivate and provide platform to students to unleash their latent talents. The CRs play a crucial role in supporting Departmental and Committee activities. The student force works to make almost all the events successful such as Nanavati Queen Contest, Orientation Programme for Freshers, Anveshan the Annual Intercollege Research Competition, Independence Day, Annual Day, Sports Day, International Women's Day, Degree Certificate Distribution Annual Prize Distribution Day. Apart from these, they take the responsibility for the College's representation at SNDT's Yuva Mahotsav and other youth festivals in

the city. Every year the College hosts national/ international seminars and conferences where the Student Council members are the volunteers attending to delegates, registration counters, hospitality and food, hallarrangement, certificate distribution, inaugural and valedictory functions. During the events organized by the College Library, ParentTeacher Association, Alumni Association and Placement Cell, the Council exhibits great organizational and event management skills. All the projects undertaken by the College , be it research, academics, community outreach or cultural activities, the Student Council's presence and involvement makes the proceedings of the events run smoothly. By way of regular meetings, the members collectively work to maintain cleanliness and hygiene on the campus. Whether it is about spreading awareness of launching campaigns related to environmental concerns or maintaining discipline and order on the campus or extending solidarity to the peer group, the Student Council is always on its toes to contribute to give the campus a healthy and amicable environment. It is here that the members develop and foster the feelings of solidarity, compassion and mutual respect for one another.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

194

5.4.3 – Alumni contribution during the year (in Rupees) :

51400

5.4.4 – Meetings/activities organized by Alumni Association :

MANIBEN NANAVATI ALUMNI ASSOCIATION had following programs: Academic Support: • Ms. Shivani Patel was appointed as a Remedial Tutor for B.A III students in the paper of Statistics. • Ms. Sangeeta Waghela gave a talk on Career Opportunities in IT sector for B.A Economic students on the 19th Jan 2018. • Ms. Rutu Parekh gave a talk on FITNESS to the F.N students on 9th Sept, 2017. • Ms. Rupa Kore is currently a faculty with the U.G and P.G Dept. of Psychology. • Ms. Mittal Gada had taken the remedial class for T.Y.B.A students for Child Development students • Ms. Mansi Vora delivered a talk on "How to write in Final Exam" on 7th February 2018. • Alumni are involved in Invigilation duty during exams. • Ms. Monika Agarwal Ms. Taiba Mahida were research supervisor for four MA II students. Extension Activity: • Ms. Preeti Solanki taught school students at Sheth Chimanlal Nathuram High School, Santacruz (East) for the month of July August 2017. She attended Vishva Gujararti Bhasha Divas celebrated on 13th September 2017 along with her standard 10th Standard Gujarati Medium students. Financial Engagement Sponsorship: •Ms. Rachana Awatramani organized and sponsored the Mental Health Day activity on 10th Oct, 2017. •Ms. Somya Warrier and Ms. Maitreyi Nigwekar Pawar and Ms. Pooja Nair organized and sponsored Mental Health Week activity from 3rd Oct, 2017 to 10th Oct, 2017. •The P.G Department invited Alumni to attend guest series and other activities of department which helped in raising funds for the department. Extra Curricular Support: • Ms. Sneha Parmar judged the Personality Contest elimination round. • Ms. Dharti Raval assisted script for compering of Vishva Gujararti Bhasha Divas celebrated on 13th September,2017. The Annual activity of MNAA are: •Making Alumni Directory •Hosting DJ Party . •Meetings are held Biannually.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Principal heads the institution and also connects all the stakeholders with one another for progressive development and growth of the institution. Decentralization and participative management from all the sections of the institute were ensured by adopting the following practices: Regular Meetings with all Stakeholders: • Regular meetings with the Managing Committee of College (twice in a year) were held for the final approval of budget and updating them about plans, performance and progress of all the sections of the College. • The College Development Council met on quarterly basis to pass budgetary resolutions and make plans for the year. Having received inputs, suggestions and recommendations from Departments, Committees, Library, Administrative Section, Students and IQAC, CDC led the proactive participation of all stakeholders for the end results. Case One: The Members of Sports Committee and the gymkhana representative met to plan the training schedule and other sports activities for the year. In the meeting students demanded that dedicated coaching should be given for Chess, Carom, Badminton and Table Tennis and continue the intensive training for Cricket and Malkhambh. It would enable the students to participate in more competition at the intercollegiate and Inter University level. This matter was put forward by the Sports Committee to Principal and discussed in the staff meeting. Following this, another sports coach Mr. Rodriques, was appointed for Badminton. Dr. Ravindra Katyayan and Mr. Atole continued to give training for Carom and Table Tennis. To meet additional expenses like buying new sports equipment, providing conveyance allowances to students, a budget of Rs. One lakh was sanctioned. The suggestion by students for dedicated training for the above mention games was supported by the Principal and Managing Committee due to which it has brought accolades to the college. The college has won following Intercollegiate Team championship: Second Prize in Rope Mulkhambh, First Prize in Cricket, Third prize in Badminton. It has also increased participation of students in the local level sports competition. Case Two : The College has placed two suggestion boxes, on the ground floor and the first floor. The suggestion box is opened once a month by the Principal. In 2016, many suggestions were received from students for changing the canteen contractor and have a better variety and quality of food. The Principal requested the canteen operator to improve quality and increase the variety, but there was limited improvement. The teaching staff also drew the attention of the Principal in the IQAC meeting. Following the suggestions received by students and teaching staff, it was suggested by Mrs. Himadri Nanavati, Chairperson of Managing Committee that the canteen vendor of Shree Chandulal Nanavati School, situated in the same campus would be a better option. The Food and Nutrition department was consulted for suggesting nutritious recipes. Poha, Upma, and Theplas were added to the menu after it was approved in the IQAC meeting. S.P. Caterers was thus hired. The institution thus has a decentralized system of functioning and ensures participative management from all its stakeholders.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	• Development Upgradation of infrastructure facilities to enhance

	learning. • Upgraded language lab with Advance Software in 10 pc • Upgraded Computer Lab with Latest generation more mph in 24 PC's so that Professional courses can have maximum use. • Licenced Software Tally added in Computer Lab (3rd Floor). • Library had new software SLIM 21 and achieved the target of fully autgmization. • Library added scanner bar code printer • Firewall added in computer lab for security purpose. • Install AKRUTI software for Gujararti Specialization for their curriculum,
Curriculum Development	•Teachers in Board of Studies of their respective subjects participate in the process of preparing and revising syllabus for courses under BA, B.Com and BMS programmes at SNDT Women's University • Wide range of elective components offered to undergraduate and post graduate students • Departments offer subject related short term courses to students for curriculum enrichment. • Content Analysis workshops are conducted by Departments of the College for the professional development of faculty • Post Graduate Interns hosted by Departments of Economics and English contribute to preparing Readers and Task Sheets for students
Teaching and Learning	•Adherence to Academic Calendar •Teaching plans made by teachers in Personal Productivity Log • Major thrust on the use of ICT in classrooms to encourage studentcentric learning • Experiential learning by field trips and visits • Participatory Learning and problem solving during guest lectures, talks and workshops • Extra hours of teaching and tests for weaker students • More challenging assignments for Advanced Learners • Mentoring and Counselling • Since 2013, 100 hours of MOOC Computer Literacy Certificate Course for all First Year students • Entrepreneurship Development Initiatives • Film Making • Internal Assessment based on participation in academics • Book Bank and Reprographic services by Library • Meetings with parents
Examination and Evaluation	a. First Year Examination conducted by College • Online submission of 2 sets of Question Papers (since 2014) • Autogenerated Seat numbers, Hall

	Tickets Attendant Sheets • Online submissions of the Internal Assessment Marks • Masking of the Answer Books to avoid malpractices • Online Result Analysis • Photocopy verification and revaluation facilities given. • Grievance Redressals within 12 working days. • Open House and counselling for parents b. Second and Third Year Examination conducted by University • Before 45 minutes of Exam, the University sends password to Examination Superintendent to access online question paper • Barcoded Answer Books for Second and Third Year students
Research and Development	a. Research Assessment Committee • FIRST PRIZE at AVISHKAR, State Research Convention and at URJITA , ANVESHAN and other Intercollege competitions • ANVESHAN Intercollege Research Competition since 2012 by College • Since 2002 Research Horizons, the research journal Enlisted with EBESCO, USA. • Student led Seminars by departments of English and Commerce • Faculty Development Plan UGC fellowship encouraged • Four teachers pursuing Ph.D. Research Project funded to Dr. Rajshree Trivedi by Sophia Centre for Women's Studies and Development, Mumbai • Two international conferences: One in Collaboration with Udayana University, at Bali, Indonesia another with Guild of Indian English Writers, Editors and Critics (Kerala) in College Premises b. College has Research Ethics Committee
Human Resource Management	• Self Assessment by teachers at the end of year in Self Appraisal Books. Review and feedback by Principal given • Teachers' Effectiveness Scale measured by feedback from students • 13 teachers hold Ph.D. Four have registered for it. • Orientation, Refresher, short and long term courses encouraged • For government NOC awaited posts, Management appoints unaided teachers and administrative staff for full time temporary posts • Teaching Faculty and Senior Administrative Staff recommended and supported for being Resource Persons, Chair Persons, Keynote Speakers and Subject Experts.
Industry Interaction / Collaboration	• MSME, Goal The Banking Academy, Sabre, ICICI, , Internships arranged and logbook, feedback maintained by the hosts and respective Departments. •

	Internships in College Office, Library and IQAC to students • "Utkarsh Mega Fair" by www. freshers.com, a Bangalore based recruiting firm invited 30 companies to campus • Student visits to other job fairs, industries and corporate houses • Experts invited from industries and corporate houses to interact with students • SWADisha Two day Workshop on career guidance by UNIFIERS PVT. LTD
Admission of Students	The College has a well defined Admission Committee comprising of senior teachers. Before the admissions start, the members meet to decide strategies. They work with other teachers to ensure: • Being a Gujarati Linguistic Minority institution, compliance to norms are observed • Revising College Prospectus for updated details • PreAdmission forms along with counselling for the selection of subjects • Orientation Sessions for inhouse Higher Secondary students • Enrolment initiatives by Public Relations Committee at various schools • Merit based admissions for M.A. Psychology Programme • Fee counters in the Computer Lab for Online Admissions • Fee Structure displayed on College Notice Board

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	Planning and Development •All Notices of Meetings of CDC and IQAC are sent by email to ensure speedier and digitally stored communication •Soft, scanned and ecopies of all documents and photographs preserved online in Dropbox and other estorages • The College Administrative Office works collectively on Google Sheets, Docs and Slides for collection and distribution of data • The College Administrative Office and Examination Section operated completely on egovernance systems.
Administration	The College's Customized Unique EGovernance System includes: • Electronic Correspondence Management System • Electronic Service Records Management System • Digital File Management System • Inventory Management System • Student Information Management System • Examination Information Management System • Accounting Management System using

	Tally ERP 9 • Wifi enable office • Mobile Governance • Biometric Punching System
Finance and Accounts	•The Accounts Department has developed the Payroll system for smooth, accurate and prompt functioning. • Salaries of teachers are entered Online in Higher Technical Education portal SEVAARTH based on this information • Salary Register, Salary individual, Form No. 16, Salary Summery Expenses are auto generated and further incorporated in Form No.16 for the Government Assessment Grants File • Due to Fully Computerized Accounting system, the Accounts department is always prepared for any external audit. • We have Nil Audit Para of Accountant General and No Negative Remarks from Statutory Auditors.
Student Admission and Support	•Online Admission Forms from the University portal • RTGS facility was offered to Post Graduate students • Fee Receipts generated online • 16 digit Student Permanent Registration Number of student issued by University after the eligibility norms are cleared • Library Automation Services for students soon after enrolment • Access to NList and other eresources to Post Graduate Students • Online Public Access Catalogue (OPAC). Services available
Examination	The Examination Management System is fully egoverned. The Examination for First Year students of BA, B.Com and BMS are conducted by the College. Egovernance includes: • Auto generation of Online Examination Forms • Examination Fees Receipts • Examination Hall Tickets and Seat Numbers along with Photo Identity and Scanned Signature of student • Online Question Paper Management system • Daily Attendance Sheet • Ledger Result, Mark Sheets, Merit List, Subject Wise Topper List printed from this system for the First year examinationwhich is conducted by the college • ATKT records are maintained online Second and Third Year exams are University Exams and the same Systems for First Year are followed

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Dr. Jayshree Palit	Disciplinary Component English New Syllabus for B.A. Semester V	Shri. M.D. Shah Mahila College of Arts Commerce	200
2017	Ms. Annabel Rebello	English New Syllabus for B.A. Semester V	Shri. M.D. Shah Mahila College of Arts Commerce	200
2017	Ms. Shifa Shikalgar	English New Syllabus for B.A. Semester V	Shri. M.D. Shah Mahila College of Arts Commerce	200
2017	Dr. Swati Partani	Revolutionizing Early Childhood Education in India	SNDT Women's University, Mumbai	1000
2017	Dr. Rajshree Trivedi	Workshop for C.C. English (HL/LL, Semester VI)	Smt. Maniben M.P. Shah Women's College of Arts Commerce	250
2017	Smt. Trupti Sabhranjak	Workshop for C.C. English (HL/LL, Semester VI)	Smt. Maniben M.P. Shah Women's College of Arts Commerce	250
2017	Dr. Sunita Sharma	Modern Trends in Business, Economics, Management and Social Sciences	Lala Lajpat Rai College of Commerce Economics, Mumbai and Shri Jagdishprasad Jhabarmal Tibrewala University Chudela, (Jhunjhunu), Rajasthan	2000
2017	Smt. Prerna Ramteke	Protection of Child Rights	L.J.N.J. Mahila Mahavidyalaya	1000
2017	Dr. Twinkle Sanghavi	Protection of Child Rights	L.J.N.J. Mahila Mahavidyalaya	1000
2017	Dr. Rita Patil	Urjita Research Competition	Smt. P.N. Doshi Women College, Ghatkopar	1500
2017	Dr. Sunita Sharma	Curriculum Development in Higher	SNDT Women's University, Mumbai	1000

Year	Name	Title	College/University	Number
		Education		
2017	Smt. Sheetal Sawant	Basics of Referencing	Mumbai University	200
2017	Dr. Jayshree Palit	TYBA English C.C.(H.L. L.L.) Sem 5 Revised Syllabus	Smt. P.N.Doshi Women's College	250
2017	Smt. Trupti Sabhranjak	TYBA English C.C.(H.L. L.L.) Sem 5 Revised Syllabus	Smt. P.N.Doshi Women's College	250
2017	Dr. Sejal Shah	Revised NAAC Accreditation Framework	B.M. Ruia Girls' College	750
2017	Smt. Prerna Ramteke	TYBA Sem. VI Content Analysis and Question Bank	Smt. Maniben M.P. Shah Women's College of Arts Commerce	300
2017	Dr. Ravindra Katyayan	Latest Refinement in NAAC Guidelines with Accentuation on SSR Writing (July 2017)	KLE Society's Science and Commerce College	600
2017	Dr. Rajshree Trivedi	Latest Refinement in NAAC Guidelines with Accentuation on SSR Writing (July 2017)	KLE Society's Science and Commerce College	600
2017	Dr. Swati Partani	2nd National Teacher Congress, Pune	Director, Higher Education, Maharashtra State, Pune	2000
2017	Dr. Jayshree Palit	Content Analysis Workshop for C.C. English (HL/LL, Semester VI)	Smt. Maniben M.P. Shah Women's College of Arts Commerce	250
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)

2017	Nil	Effective Mechanism for Quality Assessment, Auditing Accounting	15/07/2017	15/07/2017	0	120
2017	"Higher Education Abroad With Reference to Mauritius" by Dr. Raj Heeramun organized by IQAC	Nil	05/10/2017	05/10/2017	40	0
2017	Preparing and Drafting Criterion Wise Reports for Academic and Administrative Audit with the New Guidelines from NAAC,- A workshop by Prof. Venkataramani K, Director, SIES group of Institution and Prof. Vibhuti Patel, Chair person, TISS	Nil	10/04/2018	10/04/2018	22	7

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration

Staff training conducted by the university	1	18/09/2018	23/09/2018	6
Flipped Learning	2	24/04/2018	09/05/2018	6
International Online Course	1	31/01/2017	02/02/2018	60

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
21	19	20	20

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• Free medical checkup during camps • Separate pantry for teachers with electronic appliances such as refrigerator, microwave, watercooler, induction plate and water purifier • Concessional entry to Fitness Centre for two days in a week • Free Medical Counselling once a week • Counselling Services • Free internet facility • Serenity Area for Teachers to relax • Relaxation in timing for researching teachers • Duty Leaves for Paper presentations at seminars and conferences • Maternity Leave to one of the teachers of Unaided section • Gift and Farewell to Retiring Teachers	• Health awareness lectures by Medical Fraternity are conducted for all teaching and non teaching staff. • Medical facility including medicines at discounted rate for nonteaching staff. • Financial assistance for Class III and Class IV employees as required at personal level. • Provident fund scheme for Class III and Class IV staff of unaided and management staff. • Diwali Bonus for Class III and Class IV staff of unaided and management employees • Class IV staff are encouraged to undertake gardening work and generate additional income • Provided Uniform, Umbrellas for Class IV staff • The Principal stands guarantor for loans from Banks. • Provident fund and gratuity started for management employees • One day Picnic for Class III IV was arranged • Concession in fees for daughters of staff studying in College • Duty Leave for Staff attending workshops and seminars • Sports Day and	• Group Insurance • Need based Scholarships • Merit based Scholarships • Government Scholarships • Instalment facility for payment of Fees for students from lower income groups • Gymnasium • Medical Counselling and aid in the form of free medicines • Psychological Counselling • Mentoring • Free internet facility • Concessional Photocopy Facility • Free Sports Coaching • Free Training for Choreography and Drama activities For cultural upliftment of students • Medical camp • Placement Cell Facility • Alumni Engagement for students overall well being • Incentives to students for participating in Sports

| | Prizes for Staff • Team Building and Recreation during the Haldi Kumkum and Satyanarayan Puja • Leaves to Unaided Staff during the time of family problem | |

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

•Internal Audit conducted every six months by our Sunil V. Dedhia Co., Borivali (West), Mumbai. At the end of financial year after completing the finalization of accounts the relevant reports produced are Notes to Balance Sheet, Certificates, Annexure etc. The Balance Sheet is presented approved by the Managing Committee in August / September. •Joint Director's(JD) Assessment of Salary Grant, Non Salary Grant file is submitted every year before 31st July to JD Office and Auditor General Office, Mumbai with detailed information in their prescribed proforma A to K Forms, Form No. 5 of Salary Assessment, Form No. 6 of Non Salary • JD's Assessment of Salary Grant Non Salary is conducted every 3 years and it is completed till previous academic year and the reported is awaited from Joint Director's Office. •Senior Audit conducted every 3 years by State Government Auditors after receiving JD Assessment Report. Completed till previous academic year and Report Recorded •AG audit done till 2008. Nil paras

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Individual, Philanthropies	4717866	Scholarship, Department Activites
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6.4.3 – Total corpus fund generated

11648142

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

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

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The College has a well established ParentTeacher Association. This year the Association Conducted the following events: • Orientation Program conducted for Parents on 8th July, 2017 • Campus Tour for the Parents before the Orientation Programme • Parents invited for the Scholarship and Prize Distribution function on 23rd December, 2017 • 'Kitchen Garden Demonstration' conducted for Parents by Mr. Afzal Khatri and Mrs. Nusrat Khatri, the renowned environmentalists to spread awareness for environment preservation on 9th January, 2018. • Parents were invited for the Annual Day celebrations at Dinanath Sabhagriha, Vile Parle (E), Mumbai on 21st January, 2018. • Parents are invited regularly to discuss issues and progress of their daughters.

6.5.3 – Development programmes for support staff (at least three)

a. State Level Workshop on "Effective Mechanism for Quality Assessment, Auditing and Accounting" by Mr. Parag Patil, Prof. Venkataramani K. and Mrs. Aarati Mahadik on 30 July 2017 attended by 120 participants. b. Two Administrative Staff members were given financial support for attending a workshop on "Administrative Skills" on 10 January 2018 at Shailendra College, Mumbai. c. The Office Superintendent and Senior Clerk are encouraged to go as Resource Persons at Seminars, Training Programmes, Workshops by other Colleges and Institutions of excellence. d. The Office Superintendent and Senior Clerk are invited as Administrative Auditors and Consultants by a large number of Colleges, they are supported by College by giving Duty Leave.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

•Collaborations Linkages were developed with some of the most dedicated NGO's of Mumbai VACHA, Trishul, ADVEKA foundation and The Change Entrepreneurs. •Extension programmes: Additional extension programmes were initiated to develop and foster sensitivity and social responsibility towards the community among our students. Some of the programmes include nutrition education through games and activities at ADAPT (School for Spastic Children) Mind Mela, an annual mental health awareness campaign with ADVEKA foundation, reached out to 1500 people, from rickshawalas to corporate houses. •Launched project SHILPI to establish better industry institution interface, under which soft skill and communication skills training programs like, Short Film making, MS EXCEL were conducted. GST and Tally, retail management training programme were conducted by MSME. Experts and resource persons from the industry were invited to conduct these programmes. •New Course: College forwarded proposal to SNDT Women's University for a four year degree programme Bachelor in Fashion Design. The college already has a Masters in Commerce programme in which, additionally another specialization in Advanced Management Accounting Auditing was offered to the students.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Preparing and Drafting Criterion Wise Reports for Academic and Administrative Audit with the New Guidelines from NAAC	10/04/2018	10/04/2018	10/04/2018	22
2017	Workshop on Using OPAC Online Public	02/02/2018	02/02/2018	02/02/2018	25

2017	Access Catalogue by Ms. Sheetal Sawant, Librarian, MNWC				
2017	Interactive Session on Higher Education Institutions in Mauritius and India Comparative Issues and Perspectives	05/10/2017	05/10/2017	05/10/2017	25
2017	UTKARSH The Mega Career Fair by www.freshers.com , a Bangalore Based Company	24/01/2018	24/01/2018	24/01/2018	126
2017	Happiness: The Ultimate Goal of Life, an Interactive Session conducted by Mrs. Sonali Kapoor, TCLV College, Mumbai	25/01/2018	25/01/2018	25/01/2018	100
2017	Effective Mechanism for Quality Assessment, Auditing Accounting from the New Guidelines of NAAC A State Level Workshop cum seminar for the Administrative Staff	15/07/2018	15/07/2018	15/07/2018	120
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Womens Day Celebration	08/03/2018	08/03/2018	82	0
Abhinav Katha Bharti / Kavya Pradeep / Rajnigandha Film	16/12/2017	16/12/2017	23	0
Talk on Women Issues in Shashi Deshpandey's Roots & Shadows	28/02/2018	28/02/2018	20	0
Film Making	05/07/2017	05/07/2017	9	0
Talk on Women and Law: Legal Literacy for Women	21/08/2017	21/08/2017	100	0
Talk on Reproductive Health and Diseases	06/10/2017	06/10/2017	65	0
Talk on Women in Informal Sector	29/10/2017	29/10/2017	72	0
Talk on Role of Nationalized Banks in Women's Entrepreneurship Development Programme	18/12/2017	18/12/2017	150	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1. LED bulbs were installed in the college premises as it was decided to reduce electrical bill expenditure. This led to a considerable reduction in the electricity bill. It reduced from Rs. 10,19,120 in 2016 to Rs. 9,46,110 in 2017. 2. Theme of the college Magazine Srishti was Reduce, Reuse, Recycle and Respect. This was done with the aim of developing environmental consciousness among all students. 3. Students studying Foundation Course at the Second Year took up the project Waste Paper bag making. They distributed them in the local market, to vegetable and fruit vendors, in the Vile Parle W market. In 2017, 527 bags were made by SYBA students. the vendors who received the bags were very happy and asked for more to be made. 4.Mr. Sharad Kale, a retired scientist from BARC, a Padmashree Award winner and also a member of Stree Mukti Sansthan, gave a talk 'Landscape Conservation'. He talked about using water, plastic and household waste for the betterment of environment. This was organised by the NSS cell, 6th February, 2018 5.NSS unit organised Tree Plantation on 5th July, 2017 on Van Mahotsav Day by 25 volunteers at Kandivali

IWC grounds, Sanjay Gandhi National Park. 6.An orientation for ewaste management was organised by NSS cell on 8th August, 2017, 118 students attended the same. 7. Food and Nutrition department started Manure Making in the food laboratory using the vegetable and fruit waste from the cooking practical in February 2018. This manure was used for the plants in the premises.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	2
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Physical facilities	Yes	2
Provision for lift	Yes	2
Ramp/Rails	Yes	1
Rest Rooms	Yes	2
Braille Software/facilities	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	0	1	05/08/2017	1	Peace Rally	Peace	18
2017	0	1	11/08/2017	1	Swachh Bharat	Clean India	45
2017	0	9	14/12/2017	6	Community Awareness Campaign	Shram Daan, Teaching, Womens Health, Children Health, Hepatitis B,	135
2017	0	1	15/07/2017	60	Vernacular Medium Teaching Programme	Teaching	2
2018	0	1	07/01/2018	1	Beach Cleaning Versova	Clean India	13
2017	0	1	03/10/2017	1	Anti Drug Addiction Rally	Drug Addiction	2

| 2018 | 0 | 1 | 06/02/2018 | 2 | Rainbowz | Promotion of Courses | 228 |

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Productivity Log	12/06/2017	• The PL has a motivational quote on the first page. • It has the following information on separate sheets: Titles of paper Code numbers, workshop/ seminars attended, Guidelines [for time, CL, DL, SL, Rules, reports, duties ,event information],Important contact numbers, Calendar, Academic Calendar, List of Holidays, List of activities for students, Innovative Teaching methods, personal leave record, Time table of each teacher, Teaching plans which are recorded, in the PL. The PL is checked by the Principal at the end of each semester.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIRMMA PROJECT	08/08/2017	23/02/2018	83
Know Thyself: Happiness the Ultimate Goal of Life	25/01/2018	25/01/2018	78

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Campus with full of greenery 2. LED Tubes in Full Building 3· Kitchen Garden Workshop 4.Library Automation for 100 digitization 5. Office Automation for 100 digitization

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

I.   From Script to Screen English Department and FC Department FOUNDATION COURSE AND ENGLISH DEPT AND FC DEPARTMENT
1.   Title of the Practice: 'From Script to Screen: Training in genre of Short Films' Collaboration between the department of English and Foundation Course 1   Objectives of the Practice ·   To train

students in the genre of short film making as an innovative teaching learning method, which can be used in different fields like writing, designing and photography. · To use this film to reach out to a wider audience by putting it up on the YouTube, as it deals with multiple issues like marginalization, inclusiveness, selfesteem and peer pressure on its impact on adolescents · To create an intellectual property which can be used as a teaching tool by different courses. II. SPEAK English Department DEPARTMENT OF ENGLISH Title of the Practice: PROJECT S.P.E.A.K :THE ENGLISH LANGUAGE IMPROVEMENT PROJECT THROUGH LINGUAPHONE S – Speak fluently P – Present Confidently E – Express Intelligently A – Assert Fearlessly K–KeepThinking Critically To produce a work force capable of serving the need of national development. 2. Objectives of the Practice This project will develop the students' ability to use English : 1) In public places for oral communications 2) In private for reading and listening purpose 3) For classroom purpose 4) For formal purpose of communication in college. 5) For professional purpose in workplace

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://mnwc-sndt.org/wp-content/uploads/2019/10/Best-Practice.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The institution's Vision Sa Vidya Ya Vimuktaye (Knowledge is that which liberates). In line with the vision, college focuses on empowering women through knowledge, skills and values thus providing holistic development of students. Inclusiveness: The institution imparts education to women from all strata of society and from diverse backgrounds. The College also gives opportunities to adult learners who want to enrol in any programme after a considerable gap in their studies. Divyangajan are given special attention and time, to make Teaching Learning and overall developmental process more effective and comfortable for them. Vertical Progression for Students: • After graduating with B.Com/ BAFI/ BMS degree, students have the option of enrolling in M.Com with specialisation Human Resources Management or Advanced Financial Management, Accounting and Auditing. • After Graduation in Psychology, students have option in Specialisation in Counselling and Clinical Psychology offered by the PG department of Psychology is highly coveted by the students from other colleges. To ensure a seat in PG Psychology programme, many students from other colleges take admission at TY BA level. Also, many applications are received from students from other universities due to which cut off rates are high. • PG ECCE diploma is offered to all graduates. Holistic Development of Students: Dr. Bhanuben Nanavati Career Development Centre offers a wide range of vocational long and shortterm Certificate, Diploma and Advanced Diploma courses. These courses are introduced, designed and revamped to add various skills. Research competition organised by college encourages students to participate in research activities and competitions in college and outside. Students take the lead to organise seminars and various departmental activities. Participation in Personality development workshops, attending leadership camps, participating in team building activities leads to empowerment of students. Participation in cultural and NSS activities promotes selfdevelopment. The students learn to work in teams and groups and contribute to each other as well as to the community. The college has excelled in sports for the last few years. Students participate in national, zonal, state, district and intercollege sports events and win prizes. Coaches are appointed for training students in different sports. Just as the college has developed a niche for PG Psychology programme, similarly girls from other colleges take admission for the sports environment.

The performance of our students in cultural, cocurricular and extracurricular, sports, research and academic spheres makes us proud of our winners. Thus, the College works to prepare students to be responsible citizens.

Provide the weblink of the institution
http://mnwc-sndt.org/

8.Future Plans of Actions for Next Academic Year

The following plans were made: 1.   Academic, ICT, Administrative and Library Audit to be done. 2.   Thrust on Internships for students. 3.   Emphasis on Research. 4.   Enhancing extension activities through all departments. 5. International conferences. 6.   MOU's with international universities. 7. Increase participation in Sports by introducing newer sports. 8.   Install SMART CLASSROOMS 9.   Encourage Student Exchange programmes 10 Apply for B Design course with SNDT Womens University. IQAC members to prepare the file.