



Yearly Status Report - 2018-2019

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 (June-January) and Dr. Rajshree Trivedi(February onwards)
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02226176196
Mobile no.	9820375069
Registered Email	mnwcollege@hotmail.com
Alternate Email	iqacmnwc@gmail.com
Address	Maniben Nanavati Women's College, Vallabhbhai Road, Vile- Parle (W)
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 (June-January) and Dr. Twinkle Sanghavi (February onwards)																												
Phone no/Alternate Phone no.			02226176196																												
Mobile no.			9820467129																												
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/MNWC-AQAR-2015-16-New.pdf																												
4. Whether Academic Calendar prepared during the year			Yes																												
if yes,whether it is uploaded in the institutional website: Weblink :			http://mnwc-sndt.org/academic-calendar/																												
5. Accrediation Details																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B+</td> <td>78.5</td> <td>2004</td> <td>08-Jan-2004</td> <td>07-Jan-2009</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.89</td> <td>2009</td> <td>31-Dec-2009</td> <td>30-Dec-2014</td> </tr> <tr> <td>3</td> <td>A</td> <td>3.02</td> <td>2016</td> <td>29-Mar-2016</td> <td>28-Mar-2021</td> </tr> </tbody> </table>						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
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																															
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture																									
Quality initiatives by IQAC during the year for promoting quality culture																															

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Dr. Vanita Joshi From IBS - ICFAI Business School was invited to deliver talk on	20-Apr-2019 1	36
Dr. Sucheta Pawar from Parle Tilak Vidhayalaya Association's Institute of Management Studies was invited to deliver talk on INCUBATION Centre	26-Apr-2019 1	17
MNWC took the lead of forming the Cluster on 27th July 2018. Colleges affiliated to different Universities from Maharashtra signed MOU with Multiple Institution focusing on Cooperation, Promotion and Networking of IQAC also a Mr. Piyush Pahade was init	27-Jul-2018 1	50
One day State level Seminar organised by Administrative office and IQAC on	08-Nov-2018 1	120
Dept. of Psychology & IQAC organised	18-Aug-2018 1	100
Orientation for Teaching and Non-teaching staff on the usage of Smart Classrooms	22-Sep-2018 1	28
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Commerce and Economics	International Conference	ICSSR	2018 2	200000
Hindi and Women Development Cell	International Conference	ICSSR	2019 2	300000
No Files Uploaded !!!				

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)
<p>1) All departments, committee and administration department prepared plan for academic year 201920 using the standard operative procedure which were reviewed and revised. 2) External Audit for Administration, ICT, and Library was conducted whereas External Academic Audit for the year 2016 to 2019 was conducted. 3) IQAC of Maniben Nanavati Women's College took the initiative in forming the Cluster Committee wherein 18 colleges signed MOU and came under one umbrella for cooperation, promotion, and networking of IQAC. 4) To promote entrepreneurship amongst all students of all streams with the plan of starting an incubation center. 5) Dept. of Psychology and IQAC organized Digital Shakti A project on digital literacy and online safety in association with Responsible Netism partnered with Cyber Peace Foundation, Ranchi a collaboration with Facebook and National Commission for Women</p>

No Files Uploaded !!!

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 encourage and motivate Students to participate in Research Competition and Curricular, Extra Curricular and Sports Activities/ Competition	The Research Cell of the college organized an Intercollegiate Research Competition on 12th January 2019. Department trained and motivated students to participate in the competition as a result of which they have won prizes. The details are as follows- Ms. Yalnaaz Lakdawala and Aqsa Qasmi won Second prize in AVISHKAR State Level Inter-University Competition, instituted by Govt. of Maharashtra organized by Gondwana University, Gadchiroli The Dept. of Child Development as a part of 'AVISHKAR' developed an APP 'Roshni' a

helpline for Child Abuse Ms. Yalnaaz Lakdawala and Aqsa Qasmi won first prize in 'Urjita' an intercollegiate competition organized by P N Doshi College of Commerce and Arts, Ghatkopar. All Maharashtra Essay Writing Competition organized by FDCA (Forum for Democracy and Communal Amity) Janhavi Mhale (First Prize, Rs 3000), Veronica Pinto (Consolation Prize Rs. 1000) Ms. Tuba Syed won the First Prize in Story Writing Competition at 'Kshiraj' inter-collegiate competition organized by Smt. Pramila Vithaldas Polytechnique College, SNDT Women's University, Juhu, Mumbai. Ms. Zeenat Qureshi won the Second Prize at creative writing competition at the 'Akanksha' Intercollegiate fest organized by Dr. B.M.N College, Mumbai Ms. Zabur Shaikh won the consolation prize in the Book Review Competition organized by Jashbhai Magan Bhai Patel College of Commerce, Goregoan, Mumbai Ms. Priyanka Mishra and Ms.Fouziya Shaikh won the third Prize in Research Paper Competition Organised by B.M Ruia College, Gamdevi, Mumbai. Ms. Glenda D'silva won the "Miss Rotasia 2019" title at the South Asian Multi-District conferencce held at Goa, organised by the Rotaract Club. She also won Miss RYLA 2018 title at the Institutional RYLA organised by Rotaract Club at Myanmar. Ms. Glenda D'Silva won "Miss Rotasia 2019" title at the South Asian Multi-District Conference heald at Goa, organised by the Rotract Club.She also won Miss RYLA 2018 title at the International RYLA organised by the Rotract Club at Myanmar.

To teach Yoga and impart Value Education to Students

Several sessions were conducted on "Know Your Self" by Tej Gyan Foundation, Pune and Brahmakumari foundation for the second year students. Yoga Prabha Bharti Seva Sansthan Seva Trust took Yoga seesions through out the year for First Year Students

To Bridge the Industry Academia Gap and empower students with acqusition of Skills

Under the Project SHILPI Twelve Skill Development Trainning were undertaken. They are as follows SARJAN- Soft Skill development programme by Dept. of English , Gujarati and Hindi, GST - Dept of Bcom (AFI), Advance MS Excel -

	Dept. of BMS, Economics, Child Development and Foundation Course, Basic Baking by Food and Nutrition dept., KRUTI by Department of Gujarati, VITA by Department of Psychology, YATRA by Department of Sociology, Orientation to Psychological Assessment and Basic Counseling Skill
Linkages and collaboration	LIC agentship training, 25 hours of training with IRDA certificate, Training in Capital Market with affiliation from broker Forum - Finpreneurs and Sabre Travel Network (India) Pvt. Ltd. Trained the students for the Dept. of Commerce. Students from Dept. of Economics and Gujarati were trained for 3 month at ICICI Academy for Skills from Sept. to December 2018.
To provide a platform to the faculty to present their research work.	Dept. of Commerce and Economics and P.G Dept of Economics organised an international Conference on "Use of Digital Technology In Service Sector: Beyond Metro" in collaboration with Indian Economics Association and Sponsored by ICSSR, New Delhi on 28th and 29th September 2019 Dept. of Hindi and Women's Development Cell of the College organized 3rd International conference on Humanities and Social Sciences on "Women in Performing Arts: Identities, Issues and Interpretation" Sponsored by ICSSR, New Delhi on 15th and 16th January 2019
To Sign MOUs with other institutions, Universities to enrich Academic Experience	MNWC took the lead of forming the Cluster on 27th July 2018. Colleges affiliated to different Universities from Maharashtra signed MOU with Multiple Institution focusing on Cooperation, Promotion and Networking of IQAC
To Integrate ICT based Teaching Learning Methods and to upgrade infrastructure and equipment	The college received a grant of Rs 26,83,248 from SAS Institute India Private Ltd from which 5 Smart Classrooms were installed under the project SANNARI. The library utilised the grant received for purchasing the following equipment: Receipt printer, Automated Xerox Machine, 360 Barcode Scanner, Digital Sinage, External DVD writer, External Hard Disk, SLIM Viz Log Model, Stock taking Devices and upgraded the computers.
To Conduct External Academic Audit, Administrative Audit, ICT Audit and Library Audit	NAAC support Committee Comprising 2 Ex-IQAC Coordinators, Senior Most Teacher and Present Coordinator was formed. The

Committee planned and executed the 3 years External Academic Audit for the period 2016-2019. Library Audit was conducted on 15th November 2018 by Dr. Santosh Mulagabdi, Chief Librarian from Nagindas Khandwala College, Malad, Mumbai. Administrative Audit was conducted on 31st July 2018. Mr Umakant Jadhav, Deputy Registrar, SNDT Women's University, Mumbai was the External Auditor. First ICT Audit was held on 1st August 2018 Ms. P.M Sindhu Coordinator of Dept. of IT and Computer Science from Nagindas Khandwala College, Malad was invited as an expert.

[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	2019
Date of Submission	23-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The college has a functional Management Information System which is upgraded as per requirement as mentioned below. At regular intervals, newer modules are added to the system. Electronic Correspondence Management System: • ICT System is used for Administrative Operations • Students' details available online • Deadlines punctually maintained. • Due to ECMS Inward/Outward numbers are autogenerated and sent by email. A large number of files reduced to one Master file. • Due to new add-on features, the College has tied up with Venus Labs Ltd. and shifted from Vanco Technologies. • Venus Labs offers services to College under their CSR grant for maintenance upgradation of technology and software. EService</p>

Record Management System: Under personal records, provident fund details, leave records, service records, staff members can avail following documents online with the help of Login facilities: • 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: Files are available online after sorting, filing, labelling, scanning and uploading them on MIS. All corresponding physical files are maintained in Record Room with colour coding and numbering, thus all correspondences with 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 cupboards were numbered and Cupboardwise list to files tagged on respective cupboards. The same list is uploaded in the System. Tracing location of files has become easier due to the System The Option of Online Advanced Search is also available. New Icons created for • Audit Reports • Permanent Records: Government, University, College Trust Inventory Management System

IMS: IMS is system generated. To keep actual Inventory Control Records, New stock purchased is added, Issued stock is managed Current Stock Report and Purchase Order Report are generated from system.

Examination Information Management System: • Helps us to auto generate: Online Forms, Fees Receipts, Seat Numbers, Hall Tickets, Submission of Question Papers etc. Internal, External Marks and Grace Marks are entered Online. Ledger Result, Mark Sheets, Merit List, Subject wise Topper List can be printed. • Exam related notices on College Website All Government G.R. related to institute and staff appointment are uploaded. Google Drive and Docs used regularly by office.

Computerized Accounting System: The Accounts Department has developed the Payroll system for effective

functioning. Salary of teachers is entered Online in Higher Technical Education. SEVAARTH, Maharashtra State Government Portal is in full alignment with the College's MIS. Form 16 is linked with Government Assessment Grants File. Due to Fully Computerized Accounting System, Accounts department is always prepared for any External Audit. We have Nil Audit Para of Accountant General and No Negative Remarks from Statutory Auditors. Biometric Punching System: Implemented for electronic attendance system Mobile Governance: Was introduced for providing mobile alerts and SMS service to the students.

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 supportive 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. In February 2019, all departments and committees prepared Standard Operating Procedure (SOP) for the academic year 2019-20 to bring about greater uniformity in delivery and execution of curriculum

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
0	0	27/11/2019	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Compulsory Component (Bcom II) - Economics	12/06/2018
BCom	(Bcom II) Office Management and Secretarial Practice	12/06/2018
BCom	(Bcom II) Tourism and Travel Management	12/06/2018
BCom	(BCom II) Accountancy Specialisation	12/06/2018
MCom	(MCom II) Accountancy	12/06/2018
No file uploaded.		

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
MS EXCEL	21/08/2018	25
Online Basic Functionalities and Air Fares in Airline Industry.	18/12/2018	16

LIC Agent Ship Certification programme	22/10/2018	29
'Finpreneures'	27/11/2018	38
Tally ERP.9 with GST	08/01/2019	23
Advance Excel certificate	15/01/2019	24
Basic and Advance Excel Training Programme	27/11/2018	22
Orientation to Psychological assessment and Basic counselling skills	15/06/2018	54
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BMS	Human Resource Managment, Marketing, Finance	49
BCom	B.Com with Accounting, Finance, Insurance	38
MA	Psychology Part I	60
MA	M.A. Clinical	30
MA	M.A. Counseling	24
MCom	M.Com (HR)	12
MCom	M.Com (Accountancy)	5
BA	CAPC - Child Development	35
BMS	BMS (HR / Marketing / Finance)	97
BMS	BMS (HR / Marketing / Finance)	45
BCom	B.Com with Accounting, Finance, Insurance	43
BCom	B.Com with Accounting, Finance, Insurance	75
BA	CAPC - Child Development	21
View File		

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, well structured 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
BA	BA - English Literature, Psychology & Sociology	132	123	123
BA	BA - Gujarati & Economics	132	57	57
BCom	BCOM- Accountancy/Travel Tourism/ Office Management Secreterial Practice	132	129	129
BMS	"Bachelor of Management Studies- Marketing, Finance & Human Resource	72	69	69

	Management "			
BCom	Bcom Accountancy, Finance & Insurance	132	44	44
MA	MA Clinical & Counseling Specialization	66	403	63
MCom	"M.Com HRM & Accountancy"	50	18	18
PG Diploma	PG Diploma Early Child Care Education	33	9	9
View File				

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
2018	1071	161	28	5	8

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	Number of smart classrooms	E-resources and techniques used
41	41	7	28	5	11
No file uploaded.					
No file uploaded.					

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
1169	32	1:36

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	16

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	Dr. Ravindra Katyayan	Assistant Professor	Rashtrabhasha Prachar Samiti, Chattisgarh
2018	Dr. Rajshree Tivedi	Associate Professor	Word Weaver India
View File			

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
BA	001	Semester I	02/11/2018	08/03/2019
BA	001	Semester II	30/04/2019	12/06/2019
BA	001	Semester III	09/10/2018	29/11/2018
BA	001	Semester IV	03/04/2019	20/05/2019
BA	001	Semester V	10/10/2018	29/11/2018
BA	001	Semester VI	04/04/2019	20/05/2019
BCom	002	Semester I	02/11/2018	28/02/2019
BCom	002	Semester II	02/05/2019	15/07/2019
BCom	002	Semester III	09/10/2018	29/11/2018
BCom	002	Semester IV	03/04/2019	31/05/2019
BCom	002	Semester V	09/10/2018	29/11/2018

BCom	002	Semester VI	04/04/2019	13/05/2019
BMS	010	Semester I	02/11/2018	07/04/2019
BMS	010	Semester II	30/04/2019	10/06/2019
BMS	010	Semester III	08/10/2018	15/11/2018
BMS	010	Semester IV	01/04/2019	30/04/2019
BMS	010	Semester V	10/10/2018	15/11/2019
BMS	010	Semester VI	04/04/2019	02/05/2019
BCom	126	B.Com (AFI) Semester I	02/11/2018	07/04/2019
BCom	126	B.Com (AFI) Semeste II	27/04/2019	11/06/2019
BCom	126	B.Com (AFI) Semeste III	08/10/2018	20/11/2018
BCom	126	B.Com (AFI) Semeste IV	01/04/2019	26/04/2019
BCom	126	B.Com (AFI) Semeste V	06/10/2018	20/11/2018
BCom	126	B.Com (AFI) Semeste VI	30/03/2019	26/04/2019
MA	011	Semester I	16/10/2018	22/11/2018
MA	011	Semester II	28/03/2018	08/05/2019
MA	011	Semester III	15/10/2018	22/11/2018
MA	011	Semester IV	26/03/2019	08/05/2019
MCom	012	Semester I	18/10/2018	22/11/2018
MCom	012	Semester II	29/03/2019	04/05/2019
MCom	012	Semester III	20/10/2018	22/11/2018
MCom	012	Semester IV	26/03/2019	04/05/2019
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 Use of Google Classrooms. • 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)

<http://mnwc-sndt.org/program-outcome/>

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
010	BMS	Marketing, Finance and Human Resource management Sem I	67	41	62.12
010	BMS	Marketing, Finance and Human Resource management Sem II	52	45	86.53
010	BMS	Marketing, Finance and Human Resource management Sem III	47	13	27.65

010	BMS	Marketing, Finance and Human Resource management Sem IV	48	35	72.91
010	BMS	Marketing, Finance and Human Resource management Sem V	49	28	57.14
010	BMS	Marketing, Finance and Human Resource management Sem VI	46	40	86.95
126	BCom	Accountancy, Finance and Insurance Sem I	41	32	78.05
126	BCom	Accountancy, Finance and Insurance Sem II	40	31	77.50
126	BCom	Accountancy, Finance and Insurance Sem III	35	17	48.57
126	BCom	Accountancy, Finance and Insurance Sem IV	33	28	48.85
126	BCom	Accountancy, Finance and Insurance Sem V	38	13	34.21
126	BCom	Accountancy, Finance and Insurance Sem Vi	37	26	70.27
002	BCom	Accountancy, TTM and OMSP Semster I	129	53	41.08
002	BCom	Accountancy, TTM and OMSP Semster II	129	61	48.41
002	BCom	Accountancy, TTM and OMSP Semster III	131	88	67.17
002	BCom	Accountancy, TTM and OMSP	131	71	54.19

		Semster IV			
002	BCom	Accountancy, TTM and OMSP Semster V	109	96	88.07
002	BCom	Accountancy, TTM and OMSP Semster VI	109	88	80
001	BA	English Litrature, Psychology and Sociology Semster I	124	57	45.97
001	BA	English Litrature, Psychology and Sociology Semster II	122	65	53.27
001	BA	English Litrature, Psychology and Sociology Semster III	93	84	90.32
001	BA	English Litrature, Psychology and Sociology Semster IV	93	73	78.49
001	BA	English Litrature, Psychology and Sociology Semster V	84	79	94.04
001	BA	English Litrature, Psychology and Sociology Semster VI	84	76	90
001	BA	Economics and Gujarati Semester I	57	25	43.85
001	BA	Economics and Gujarati Semester II	57	29	50.87
001	BA	Economics and Gujarati Semester III	37	35	94.59
001	BA	Economics	37	29	78.37

		and Gujarati Semester IV			
001	BA	Economics and Gujarati Semester V	14	14	100.00
001	BA	Economics and Gujarati Semester VI	14	14	100.00
011	MA	Semster I	60	60	100.00
011	MA	Semester II	60	59	98.33
011	MA	Clinical Semester III	30	28	93.33
011	MA	Counseling Semester III	24	23	95.83
011	MA	Clinical Semester IV	30	28	93.33
011	MA	Counseling Semester IV	24	23	95.83
012	MCom	HRM Semster I	5	4	80.00
012	MCom	Accountancy Semester I	10	9	90.00
012	MCom	HRM Semster II	5	4	80.00
012	MCom	Accountancy Semester II	10	9	90.00
012	MCom	HRM Semster III	12	11	91.66
012	MCom	Accountancy Semester III	5	5	100.00
012	MCom	HRM Semster IV	13	13	100.00
012	MCom	Accountancy Semester IV	5	3	60.00

No file uploaded.

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)

<http://mnwc-sndt.org/wp-content/uploads/2019/12/SSS-2018-19.pdf>

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	Canara Bank	20000	20000

Any Other (Specify)	1	Registration Fee International Conference Commerce/Economics	72750	72750
International Projects	1	ICSSR, New Delhi	200000	150000
International Projects	1	ICSSR, New Delhi	300000	225000
Any Other (Specify)	1	Sheth Hansraj Paragji Tharckerseyey	51000	51000
Any Other (Specify)	1	Shobha Foundation	250000	250000
Any Other (Specify)	1	Registration Fees for International Conference, at Bali Hindi Department	478000	478000
Any Other (Specify)	1	Shobha Foundation,	50000	50000
Any Other (Specify)	1	Bank of Maharashtra	25000	25000
Any Other (Specify)	1	Vijaya Bank	10000	10000
Any Other (Specify)	1	Indian Bank	10000	10000
No file uploaded.				

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
Job Opportunities in LIC	B.Com(AFI)	27/07/2018
GST	BMS	01/07/2018
Adolescent Health Issues	Food and Nutrition	07/08/2018

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
Mobile Application Roshni	Yalnaaz Lakdwala and Aqsa Qasmi	Avishkaar, Gondwana University, Gadchiroli	19/01/2019	Research
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
-------------------	------	--------------	----------------------	--------------------	----------------------

0	0	0	0	0	01/11/2019
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
2		0

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

Name of the Department	Number of PhD's Awarded
0	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)
International	Commerce	4	5.76
International	Psychology	2	0
National	Psychology	2	0
International	Food and Nutrition	3	0
International	English	3	5.41
National	Child Development	1	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
Sociology	1
Psychology	3
Hindi	1
English	3
Gujarati	3
No file uploaded.	

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
NIL	NIL	NIL	2019	0	0	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

0	0	0	2019	0	0	0
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	22	17	26
Presented papers	22	12	0	2
Resource persons	5	10	0	7
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
Ashna	Psychology Dept World Confederation of Warriors at VidyaVikasMandal	1	16
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
Counseling School Project	Recognition	Rotary Club of Bombay Airport and Mind Temple	18
Activity for Children	Recognition	Seth Chimanlal Nathuram High School	4
Nutrition Education to Spastic Children	Recognition	IDA Mumbai Chapter	15
Women Liberalization and Gender Awareness	Recognition	Zillaparishad School, Titwala	10
Activity for Cancer patient	Recognition	Access Life Foundation	15
Activity for Elderly	Recognition	Little sisters of the poor Oldage home	15
Share a Smile Care a Smile	Recognition	Snehasadan Orphonage	15
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 activities	Number of students participated in such activities
Swachh Bharat (Beach Cleanup drive)	Rotary Club of Maniben Nanavati Womens College	Juhu Beach Cleaning Drive	2	13
Swachh Bharat Abhiyaan	NSS Unit	Waste Paper Bag Distribution	1	15
Swachh Abhiyaan	NSS Unit	Awareness on Say No to plastic	7	150
View File				

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
CSR activity Secondary research for community needs in catchment areas	05	CLP India	3
Workshop, Guest Lectures and Visits	26	MNWC B.M Ruia college	6
Workshop, Guest Lectures and Visits and Consumer Complaints Redressal Forum	41	MNWC M.M. P Shah College	6
Research Interrogating Patriarchy: Essays Contemporary Women Poets of India	1	Sophia Centre for Women's Studies and Development, Mumbai	2
Research Contemporary Adivasi Writings in India: Shifting Paradigms (Collection of scholarly essays)	1	Notions Press	3
Book Exhibition	200	Central Hindi Directorate, Ministry of HRD, New Delhi	5
Academic Collaboration for 1st Annual Conference of Global Society for Digital Psychology	104	Desousa Foundation	1

[View File](#)

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
Internship	Academic	JJ Hospital, KEM Hospital, L.T.M.G hospital	15/07/2018	31/03/2019	24

[View File](#)

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
Stree Mukti Sanghatana	01/10/2018	Waste Management System and Value education for the conservation of Environment	45
IQAC Cluster between Multiple Institutions	27/07/2018	Co operation, Promotion Networking of Institutional Quality Assurance Cell for Standardization of Policies procedures	110
Global Hindi Foundation, Singapore	17/07/2018	Activities: International Conference on Women in Performing Arts, Identities Issues Interpretation	34

[View File](#)

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
14991800	14373359

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	Existing
Classrooms with LCD facilities	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	14115	1438624	52	28018	14167	1466642
Reference Books	25262	3480085	190	81149	25452	3561234
e-Books	0	0	11	8791	11	8791
Journals	92	83080	86	100682	178	183762
e-Journals	8	30860	8	35330	16	66190
Digital Database	1	5750	1	5750	2	11500
CD & Video	814	26784952	0	0	814	26784952
Library Automation	1	327790	0	0	1	327790
Weeding (hard & soft)	8300	230440	122	13946	8422	244386
View File						

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
0	0	0	30/11/2019
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	153	5	1	9	1	13	2	50	7

Added	11	0	0	0	0	3	0	0	5
Total	164	5	1	9	1	16	2	50	12

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 incurred on maintenance of physical facilities
2361000	1801973	6235400	5531590.5

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 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 regular basis: ? 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 ? Annual Maintenance Contract of computers, printers, scanners are renewed with the local agency ? Antivirus and AntiMalware software are installed and upgraded from time to time ? 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. When not in use , they are used by students for rehearsals and practicesessions for participating in cultural activities d. Entry to the College Library is allowed only to the

holders of the valid ICard e. Sports Students have an open access to the Sports Room and Backyard for practice 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 offers 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	94	115220
Financial Support from Other Sources			
a) National	National Scholarship PMSSS J K	1	4175
b) International	National Scholarship PMSSS J K	1	21550
View File			

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
SARJAN Soft Skill Development	16/06/2018	57	Dept. Gujarati, Hindi, English and Vijya Bank
LIC AGENTSHIP TRAINING	31/07/2018	29	LIC AGENTSHIP TRAINING
Remidial	03/09/2018	106	Dept. of Economics, Psychology, BCom, BMS, BCom (AFI)
View File			

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 passed in the comp. exam	Number of students placed
2018	Career	23	23	0	2

	planning and guidance talk by Radhika Rajwani				
2018	Career Guidance lecture	0	7	0	0
2018	Career Guidance talks and competitive exam preparation guidance by Darshika Maia, Parag Lathia and Jennifer Lobo	1	70	0	3
2018	Skill India Talk	0	56	0	0
2018	ICICI academy Talk	0	40	0	0
2018	Talk on Career Opportunities in Insurance by Devendra Kulkarni	0	50	0	0
2018	Workshop on Resume Building	0	19	0	0
2018	Talk on Career in LIC by Milind Daptardar	0	50	0	0
2018	Workshop on Resume Building	0	39	0	0
2018	Aptitude test by TIME	0	34	0	0
2018	Training for NET SET exam	10	0	0	0
2018	Orientation for NET/ SET Exam	54	0	4	2
View File					

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
16	16	38

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Genetic Callnet	1	1	New Indian Model School, Dubai Podar Jumbo Kids, Jaipur Airport Terminal Indigo Airlines, Paramount Healthcare Services Pvt. Ltd.	87	87
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	5	BA	English	SNDTWU Mithibai College R.D. National College Mumbai University, IDOL Mumbai B.Ed College for women	MA
2019	15	BA	Psychology	SNDT, MMP Shah, MNWC, IGNOU, LORDS	MA & B.ED
2019	8	BA	Sociology	BNCDC Anjuman E Islam Raj Computers Bharti Vidyapeeth College, Pune SNDT, Churchgate SNDT, Churchgate BNCDC, MNWC	PG. ECCE, LLB Computer Course B.A (Fine Arts) M.A-I M.A-I PG in ECCE
2019	10	BMS	BMS	MNWC,	M.COM

2019	8	BCOM	BAFI	MNWC, Institute of computer Accountants	MNWC, ICA
No file uploaded.					

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	12
SET	1
NET	6
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cultural Activities/ Competitions	College	147
Sports	College	109
View File		

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	3rd place at Taekwondo competition	National	2	0	PRN2018016 100012211 PRN2016016 100068464	Vaishnavi Ghogale Sakshi Shetty
No file uploaded.						

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. Their presence in IQAC contributes to taking actionoriented decisions based on overall feedback collected from students on curriculum, academic resources and facilities, infrastructure, library resources, sports equipment , amenities, teaching effectiveness, and cleanliness and maintenance of the campus. The students also contribute to carrying out a few administrative tasks for the IQAC. 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 NIRMMA, SHILPI or SANNARI, 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:

201

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

80000

5.4.4 – Meetings/activities organized by Alumni Association :

Yearly 3 meetings are organised to decide about the yearly activities of the year. the various activities which are listed below Ms. Dipika Waghela alumini of Economics Department taken Remedial lectures of Statistical Techniques for BA III students during the month of February and March 2019. • Purvi Karelia organized a workshop on "A Typical Day at Preschool" for 34 BA SY students to enrich their experience for their internship on 5th July, 2018. Ms. Kalyani Pawar, B.A. Psychology University topper 20112012 was welcomed as a judge for Psychophonics 20182019. • On 18th February 2018, Ms..Nausheen Shaikh Alumni of Batch 201617 of BMS conducted a lecture on 'Report Writing Skills'. 78 Students of BMS attended the lecture. A clear and brief session was taken on how to write a Research Report. • On 13th February 2019, Alumni Student of Gujarati Dept. Ms. Mansi Vora participated in Movie/Short Video making by current students of B. A. I for competition organized by samvitti Mumbai Guajarati Sangathan. On 23rd January 2019, Ms. Nishita Mehta gave talk on' How to write an answer paper in University Examination' to current B. A. II III year students. • Ms.Darshika Maiya, Assistant Professor S.N.D.T University Law

College, from batch 2009 was invited by the Dept. of Sociology to talk on "Preparation for Common entrance test for the field of Law". On 2nd March 2019. Students of B.A.II and III Sociology benefited by the talk. Ms. Jennifer Lobo, is from the batch 201516 she pursue her B.Ed and right now doing her Masters in Sociology. She was invited to give motivational talk on "Preparation for Common entrance test for B.Ed". On 2nd March 2019. Students of B.A.II and III Sociology benefited by the talk. • Ms. Chiraki Desai, Ex - Student, invited to judge the elimination round of Personality Contest, held on 8th December, 2018. Ms. Ishita Gagwani, H R Consultant, Symphony Pvt Ltd. From batch 20172018. Invited to give talk on Corporate Etiquette for M.com -I Students on 23rd February, 2019. • Ms. Monika Agarwal Ms. Rajeshri Faria conducted a lecture for M.A Students in Month of February March 2019. • Ms. Minu Joshi Ms. Ruchi Kulkarni , M.A Alumni were judge at Personality Contest Finale, January 2019.

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 connects all the stakeholders to one another for its overall progressive development and growth. • The Managing Committee of College met twice during the year for reviewing progress of the College and for final budget approval. • In concurrence with IQAC, the CDC passed the required resolutions and budget for various activities and projects planned by Departments and Committees. Feedback and inputs from students, teachers, library, administrative staff, alumni, employers and parents contributed to the overall growth and development of the College. The following cases indicate the decentralization policy and participative management in its functioning: Case 1 The College Library took up automation and upgradation after working on the inputs received from different sections of the College. In one of the meetings of IQAC, suggestions were made to : install automated systems for recording number of users and visitors install a Signage Board outside the Library for updates increase the number of eresources. During the same time, students suggested upgradation of library computers in the Cyber space area. The recommendation to put printed spine labels using Novajet stationery on all books came from the external auditor Mr. Santosh Hulagabali during Library Audit. Following all recommendations and suggestions, concerned vendors were contacted by Ms. Sheetal Sawant, the Librarian for quotations. A proposal requesting CSR grant was sent to SAS Institute (India) Pvt. Ltd. The funds were approved. By January 2019 all necessary equipment and resources were purchased and installed. The outcomes: Remarkable rise in the number of users and visitors 3 months before installing VizLog, it was 4108 and 3 months after, it was 5,890 13 ebooks purchased 5 computers upgraded in cyber area Signage board installed Case 2 Since 2012, the College has installed and constantly upgraded its Management Information System. Mrs. Keyaa Mukherjee and her team has worked for that in concurrence with the Examination Committee. For 20172018, Vanco Technologies (VT) was hired to provide all the technological services. In spite of their higher rates, the Administrative and Examination teams found their services unsatisfactory . The inefficiency of VT, caused a lot of delay in delivering tasks on time and the amount of work increased. The matter was orally brought to the Principal and eventually to IQAC and CDC. During one of the IQAC meetings, Mr. Suketu Jariwala suggested the name of Venus Electronics , providers of Cloud based MIS/DMS systems for schools since 2014 and wanted to introduce their product to colleges. Mrs. Keyaa Mukherjee contacted Yashesh Bhatia of Venus and invited him for demonstration. Both the sections found the product satisfactory however, it was required to be customized to suit the needs of College . After a series of brainstorming meetings between members of Office, Examination Venus, the new system was finalized and immediately put

into action. It was more userfriendly. There was something more to it. Mr. Bhatia offered to fund the project under their CSR for three years. And thereafter, Venus would charge a very nominal fee the services

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
Curriculum Development	<ul style="list-style-type: none"> • At the University's Academic Council and Board of Studies (BOS), Faculty Members contribute to evaluate the effectiveness of existing curriculum and design or redesign it as per the changing trends in the employment sector. • Emphasis on learner centric methods in delivering curriculum • Faculty Members on the BOS of Autonomous Colleges are abreast with innovative trends in academics and research • Designing of Bridge and Addon courses for curriculum enrichment. • Content Analysis workshops conducted by Departments for effective curriculum delivery • Post Graduate Interns hosted by Departments of Commerce, Economics and English contribute to preparing learning material for students
Teaching and Learning	<ul style="list-style-type: none"> • Adherence to Academic Calendar • Teaching plans made by teachers in Personal Productivity Log • Increased Use of ICT in classrooms for studentcentric learning • Experiential learning through field trips • Participatory Collaborative Learning at Workshops • Problem Solving and Brainstorming during guest lectures • Structured framework for remedial teaching and assessment for weak learners • More challenging assignments for Advanced Learners • Since 2013, 100 hours of MOOC Computer Literacy Course for all beginners • Short film making to take academics out of classroom to address social concerns • Book Bank and Reprographic services by Library • Meetings with parents to keep them informed about their daughters' progress
Examination and Evaluation	<ul style="list-style-type: none"> • a. First Year Examination conducted jointly by the College and University • Online submission of 2 sets of Question Papers (since 2014) • Time table of exam schedule on website of college

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

. Research Assistance Committee • Second Prize at AVISHKAR State Interuniversity competition instituted by Government of Maharashtra . Represented SNTD WU • ANVESHAN - MNWC'S Intercollege Research Competition since 2012 • Since 2002 Research Horizons, the annual research journal enlisted with EBESCO, USA. • Two international conferences Sponsored by ICSSR, New Delhi • Desktop Based Research Project by students of Child Development under the guidance of faculty for CLP India • MS Excel Training for students b. Research by Faculty and students • Dissertations by M.A. M.Com. students • 2 Teachers received Degree of Ph.D. • 4 teachers enrolled for Ph.D. c. Ethics Committee for maintaining research.

Library, ICT and Physical Infrastructure / Instrumentation

? • Installation of 5 Smart Classrooms • Upgradation of computers at the cyber café in Library • Digital Signage Boards in the Main Corridor and outside Library • Library Upgradation with Vizlog Statistical models of SLIM Library Automation Software • Addition of Automatic Xerox machine • Dotmatrix Receipt Printers • Barcode scanners, 2TB External hard disc • External DVD writer • Upgradation of Stock Taking Devise (Android Base) • CCTV installation in Library • Purchase of Desktop Computers Laptop • Speakers and Monitors • Purchase of Sports equipment • Refrigerators • Screens • Intercom Sets and telephone set • Electronic Podium • LED Projectors

Human Resource Management

• Self Assessment by teachers at the end of the year. Review and feedback by Principal • Teachers' Effectiveness

Scale measured on the basis of students' feedback • For NOC awaited posts, Management appoints unaided teaching and nonteaching staff • Teaching Faculty encouraged to attend professional development programmes • Workshops, Conferences and Seminars for Teaching NonTeaching staff • Teachers supported for being Resource persons, Keynote Speakers, Chairpersons, Subject Experts in Statutory and Academic Bodies • Awards and Certificates of Appreciation to Teaching and Nonteaching staff • Administrative Staff encouraged to attend Seminars Workshops • Senior Administrative Staff encouraged to go as experts for audits, seminars workshops

Industry Interaction / Collaboration

• Availled CSR funds from SAS Institute (India) Pvt. Ltd. • Availled CSR support from Venus Electronics And Controls Pvt. Ltd. • Campus recruitments by direct recruiters and recruiting agencies • Student Internships with hospitals, industries and corporate houses • Student Visits to job fairs, industries and corporate houses • Experts invited from industries and corporate houses to interact with students • Institutional registration with Scheme for Higher Education Youth for Apprenticeship Skills, MHRD Scheme (SHREYAS) • Registration on Skill Sathi App was conducted by We One Event . 114students registered. Offline Psychometric test conducted for students. • 4 students registered for SHREYAS for Skill for Logistic Sectors

Admission of Students

The College has a wellstructured Admission Committee comprising of senior teachers. Before the admissions start, the members meet to decide strategies. They work with other teachers to ensure: • Compliance to norms for Gujarati Linguistic Minority institution are observed • Updation of College Prospectus every year • PreAdmission forms along with counselling for the selection of subjects • Orientation Sessions and Counselling for in house 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 •

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

E-governance area	Details
Planning and Development	<ul style="list-style-type: none"> • All Notices of Meetings of CDC and IQAC are sent by email to ensure speedier and digitally stored communication • Departments Committees have email accounts where all the records, documents and correspondences are saved • 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 completely on egovernance • Quarterly Reports filled by teachers on Google Docs • Notices and announcements on College website and other social media • Use of Google Forms • Open access to all the volumes of Research Horizons our international research journal on www.researchhorizon.mnwcsdnt.org
Administration	<p>The College's Customized Unique EGovernance System includes:</p> <ul style="list-style-type: none"> • 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 • Wifi enabled office • Mobile Governance • Biometric Punching System • Access to selected data given excess to college authority through mail/web • Technological Upgradation Plans finalized for better MIS worked out by the Administrative Section
Finance and Accounts	<ul style="list-style-type: none"> • • 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	<ul style="list-style-type: none"> • Use of Digital media for announcement of courses and admission • Online Admission Forms from the University portal • 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 • College Website and social media groups
Examination	<p>The Examination Management System is egoverned.</p> <ul style="list-style-type: none"> • The College conducts Internal External examinations for First Year Undergraduate students with a partial involvement of University. The Examination Forms, Hall Tickets and Marksheets are generated by DUSNDT Portal (DUSNDTP). The Internal and External Assessment marks are submitted to DUSNDTP. The College has its own online mechanism for : submission of question papers by teachers conducting result analysis maintaining past records and generating the Coursewise Toppers' list. • For all Second Third Year Undergraduates all Post Graduates, the External examinations are conducted by University. The College fulfils all the compliances of DUSNDTP

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
2019	0	0	0	0
View File				

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 staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)

2019	Talk on Starting an Incubation Centre Talk on Starting an Incubation Centre	Talk on Starting an Incubation Centre	26/04/2019	26/04/2019	17	1
2018	Orientation on Usage of Smart Classrooms	Orientation on Usage of Smart Classrooms	22/10/2018	22/10/2018	22	6
2018	Shifted Goal Posts in New NAAC Assessment (For teaching Non-teaching)	Shifted Goal Posts in New NAAC Assessment (For teaching Non-teaching)	27/07/2018	27/07/2018	80	15
2019	Best Practise in Higher Education by Dr. Vanita Joshi	NIL	20/04/2019	20/04/2019	30	0
2018	Digital Communication, Data Management Professional Ethics at Workplace	Digital Communication, Data Management Professional Ethics at Workplace	08/11/2018	08/11/2018	3	100
View File						

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
Learning Objectives and Types of Questions (Multiple learning mode)	2	19/10/2018	02/11/2018	14
One Week Online National Level Workshop on 'Theoretical	1	21/01/2019	27/01/2019	06

Framework of MOOC'				
TNational Workshop on Cooperative Learning (FDP)	1	14/12/2018	21/12/2019	06
Refresher Course " Language Literature : the architecture of Rashtera"	1	30/07/2018	19/08/2018	21
Short term Course on Yoga for Healthy Mind and Body	1	10/12/2018	15/12/2019	06
Refresher Course : Development Economics	1	15/10/2018	03/11/2018	21
Orientation Programme	1	01/02/2019	28/02/2019	28
Refresher Course on Information Communication Technology (ID)	1	24/09/2018	13/10/2018	21
Refresher Course in Library information Science	1	04/01/2019	24/01/2019	21
View File				

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
<ul style="list-style-type: none"> • Recognition and Appreciation of teachers who have completed Ph.D. • Appreciation Trophies and Certificates to Teachers who have completed 20 or more than 20 years • Separate pantry for teachers with electrical appliances such as refrigerator, 	<ul style="list-style-type: none"> ? 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 	<ul style="list-style-type: none"> ? Health Fitness facility at the Gym ? Group Insurance ? Counseling ? Mentoring ? Medical Aid once a week at the Clinic ? Nutritional guidance and counseling ? Subsidized meals at the Canteen ? Free Internet ? Concessional Photo Copy Facility at the Library ?

<p>microwave, watercooler, induction plate and water purifier • Airconditioned Staff Room • Free 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 • Gift and Farewell to Retiring Teachers • Sports Day and Prizes for Teachers • Best Reader Prize by Library for Teachers</p>	<p>required at personal level. ? Provident fund scheme and Gratuity 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 with additional income ? Provided Uniform, Umbrellas for Class IV staff ? The Principal stands guarantor for loans from Banks. ? One day Picnic for Class III IV was arranged ? Provided Computer MSCIT Course Fees for Class III Staff. ? Provided Class III IV Diwali Refreshment. Provided Registration Fees for attending Workshop and Seminar.</p>	<p>Book Bank facility ? Need based Scholarships ? Instalment facility for the payment of fees ? Air Fare Support for Rotaract Students for their abroad trip ? Sports Coaching ? Coaching for Choreography for Performing Arts</p>
--	---	--

6.4 – Financial Management and Resource Mobilization

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

Aided (MNWC) 20182019 Internal Audit done Regularly, Assessment from Jt. Directors Office done upto 20112012, A.G.Audit done upto 20172018. Aided (TCLV) 20182019 Regular Financial Audit by the Internal Auditor Aided (UGC) 20182019 Regular Financial Audit by the Internal Auditor Unaided (SCNWI ,PG,BMS,BAFI, IT) 20182019 Regular Financial Audit by the Internal Auditor Self Finance (BNCDC) 20182019 Regular Financial Audit by the Internal Auditor Audit Report • Internal Audit conducted every six month by our internal auditor Mr. Sunil Dedhia Chartered Accountants, Sunil V. Dedhia Co., Chartered Accountants, 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 and Annexure etc. Balance Sheet is presented approved in the Managing Committee Meeting which is minute in the Minute log book every year. • Joint Director's Assessment of Salary Grant Non Salary file is submitted every year before 31st July to Joint Director's Office and Auditor General Office, Mumbai with Detailed information in their prescribed proforma i.e. A to K Forms, Form No. 5 of Salary Assessment, Form No. 6 of Non Salary • Joint Director's Assessment of Salary Grant Non Salary is conducted every 3 years and it is completed till 201617 and the reported is awaited from the end of Joint Director's Office. • Senior Audit is conducted every 3 years by State Government Auditors after receiving Joint Director's Assessment Report which is completed till 201617 and Report is recorded • Accountant General Office, Pratishtha Bhavan, Mumbai was conducted between 05/03/2019 to 13/03/2019 for the period from 200809 to 201718. The report is Recorded in College Digital Archive •To get specific financial information new heads of accounts introduced as per NAAC guidelines.

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
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

12448142

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	External Audit Committee was consist of Six faculty members of various college having experience of IQAC	Yes	IQAC Advisory Committee
Administrative	Yes	Sunil Dedhia Company, Chartered Accountants Dr. Umakant Jadhav, Deputy Registrar, SNTW University	No	

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

PROJECT SAAJHEDAARI sponsored by Anugrah Charitable Society 'Carry Your Own Bag': "Use your talent in any way you can, don't keep it for yourself like a miser spend it like a millionaire". PTA involved parents in the mission to create ecofriendly cloth bags that were valuable alternative to plastic bags. So mother volunteers made cloth bags for which material was provided by the college PTA. PARENTS DAY OUT:"Do your best there is no such thing as a perfect parent"PTA encouraged students to give their parents the 'free time' to enrol for the following training opportunities: a) PTA invited teachers/experts to provide training to parents in their areas of interest to help them to upgrade their skills and expand their knowledge horizons. b) Four sessions of training were conducted for by eminent Psychologist Ms. Srilata Shrikant , Prafulata Psychological Services ,Andheri (East). Intergenerational Bonding between Grandparents and Children. NAME OF THE EVENT: One Day Sensitization Program on 'Intergenerational Bonding between Grandparents and Children'. DATE OF THE EVENT: Tuesday, 30th October 2018. NUMBER OF PERSONS ATTENDING: 68 Parents 88 Students (Total 156) SPONSORING ORGANIZATIONS: The Ministry of Social Justice and Empowerment, Govt. of India, National Institute of Social Defence (NISD), Centre for the Study of Social Change (CCSC), and Regional Resource Training Centre (RRTC) in association with Bharat Vikas Parishad, Powai Chandiwalli branch. The resources persons were Advocate Nirmala SamantPrabhawalkar, Mr. Prakash Borgaonkar, President of Help Age India and Mrs. Neelam Potdar, coordinator of Bharat Vikas Parishad, founder of Saksham digital empowerment

program. This year the committee also invited parents for Orientation Program and Annual Day. The parents of meritorious students were invited for the Graduation Ceremony on 9th February, 2018. The response were overwhelming.

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

Organised Administrative Department organised workshop on "Comprehend – budget allocation as per New NAAC Guideline" on Saturday, 16th March 2019, Prof Venkatramani, Ex – Registrar of Mumbai University was resource person Administrative Department organised workshop on Re Structuring of Digital Management System on 23rd February 2019 the resource person was Mr. Yashesh Bhatia from Centrico Venuslabs Web Solutions. Administrative Department organised workshop on Comprehend Budget Allocation as per New NAAC Guideline on 16th March 2019, Prof Venkatramani, Ex – Registrar of Mumbai University was resource person. Attended workshop at Mithibai College "PBAS, API, Online Process of CAS as per New Amendments in the UGC Act Affiliation Continuation of Courses" on 25th July 2019 Attended workshop at SNDTW University, Churchgate on "Scheme of Examination for First Year U.G. Diploma Programme" on 24th August 2018

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

Post Accreditation Initiatives 1) A total number of Rs. 1,39,251 was generated by the Department of English, Gujarati, Food and Nutrition, Psychology and Sociology. The resources were used to conduct various curricular and cocurricular activities of each department. 2) The college was able to generate Rs. 26,83,284 from SAS Institute India Private Ltd. for installing smart classrooms and for library upgradation. 3) External repairs of the college building painting and installing a pigeon net was undertaken from the donation received from various sources. 4) Networking and sharing knowledge with others initiative. The UG department of commerce signed an MOU with Smt. MMP Shah College of Arts and Commerce for Students and Faculty Exchange programme, Sabare Travel Network (India) Private Limited for providing internship to B.Com students. The PG department of Commerce signed and with BM Ruia Girls College Mumbai for Faculty Exchange programme. Department of Gujarati signed and with Seth Chimanlal Nathuram High School for conducting extension activity. Department of Hindi signed a MOU with Shri Malikarjun College for Students and Faculty Exchange programme, Joint Seminars and other activities. 5) The project SHILPI was launched in 2017/18 to establish better industry institution interface, in 2018/19. Under that additional skill development programme was started department of Sociology started Yatra, VITA by department of Psychology and KRUTI by Department of Gujarati. 6) Conducted external academic audit for a period from 2016/19 conducted administrative external audit ICT external audit and library external audit.

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
2019	Best Practices in Higher	16/03/2019	20/04/2019	20/04/2019	36

	Education				
2019	Talk on INCUBATION Center	16/03/2019	26/04/2019	26/04/2019	17
2018	Shifted Goal Posts in New NAAC Assessment	14/07/2018	27/07/2018	27/07/2018	50
2018	Digital Communication, Data Management and Professional Ethics at Work Place	24/03/2018	08/11/2018	08/11/2018	120
2018	Digital Shakti A project on digital literacy and online safety	24/03/2018	18/08/2018	18/08/2018	100
2018	FINPRENEURS (Trainning programme about Financial Markets for Women)	24/03/2018	27/11/2018	06/02/2019	38
No file uploaded.					

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
Lecture on Women and Health Issues	12/02/2019	12/02/2019	145	0
Tribute to Sarojini Naidu on her 70th Death Anniversary	02/03/2019	02/03/2019	20	0
Celebration of International Womens Day	08/03/2019	08/03/2019	80	0
Visit at Industrial Home	11/03/2019	11/03/2019	23	0

for Blind Women				
Workshop on InterGenerational Bonding with Grand Parents and Children	30/10/2018	30/10/2018	49	18
Films screening of, Jane Eyre	30/10/2018	30/10/2018	80	0
Gender Mela	30/11/2018	01/01/2019	28	0
Run for a Cause- Pinkathon	16/12/2018	16/12/2018	18	0
3rd International Conference on Humanities and Social Sciences on "Women in Performing Arts- Identities, Issues and Interpretations"	15/01/2019	16/01/2019	90	22
"Skit Presentations on, ""Women Empowerment"" "	21/01/2019	21/01/2019	120	0
Sexual Harassment of Women at Workplace	30/01/2019	30/01/2019	48	0
Celebration of International Day of Women and Girls in Science	11/02/2019	11/02/2019	72	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
<p>1. Percentage of power requirement of the College met by the renewable energy sources 2. To raise Environment consciousness in the students, Foundation Course took up the project of Waste Paper bag making. SYBA girls made 1500 bags and distributed them in the local Vile Parle West market to vegetable and fruit vendors. 3. To create awareness about the role of nature, its evolution and importance in our lives as well as of the need to preserve environment, 27 students were taken for a Nature trail to Sanjay Gandhi National Park. 4. To spread awareness about deforestation a Tree plantation drive was organised at the SNTD Womens University Hostel (Juhu Campus). Five students participated in the gardening activities. 5. To clean the Ganesh idols parts that reach the shore a day after immersion and to create an awareness to use eco friendly idols a clean up drive was organised and 13 students participated. 6. To motivate students to join in the cause for Clean Mumbai, Juhu beach cleaning activity was conducted where 48 students participated on 20th September, 2018 and 1st October, 2018. 7. Sociology department started project Chaitanya from</p>

1819 to sensitize and motivate students to protect and save environment, they made 75 cloth bags and distributed them among teachers, parents and vendors at vileparle station. 8. Food and Nutrition department started manure making in the food lab. 9. Food and Nutrition department started to separate wet and dry waste in the food lab in 2016/17 and continues to do so in 2018/19.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	Yes	2
Ramp/Rails	Yes	1
Braille Software/facilities	No	0
Rest Rooms	Yes	2
Scribes for examination	No	0
Special skill development for differently abled students	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
2018	0	1	15/12/2018	1	Teaching at the Balwadi in Nehru Nagar. Street Play on Womens Health, Child Health, Hepatitis B	Community Awareness Programmes	135
2018	0	1	31/08/2018	30	Teaching children at the NGO SPARK A CHANGE, Juhu	Community Teaching	7
2018	0	1	19/07/2018	48	Ashana Project to teach English, Maths and conduct	Community Service	16

					workshops on holistic development at a nearby school		
2019	0	1	01/02/2019	28	Taking in interviews, suggesting methods to build Resilience	Building Resilience	60
2018	0	1	13/06/2018	1	Blood Donation Camp in collaboration with NGO (The Federation of Bombay Blood Banks)	Awariness and Importance of Blood Donation	5
2018	0	1	20/07/2018	1	Blood Donation Camp in collaboration with Rotary Club of Bombay Airport	Awariness and Importance of Blood Donation	22
2018	0	1	05/08/2018	1	Pulse Polio Vaccination Drive in collaboration with BMC	Spread Awareness about Polio Drops	7
2018	0	1	01/08/2019	7	Waste Paper Bag Making Activity. A total of 195 bags made and distributed to vegetable vendors and shopkeepers near college.	Awariness of avoiding plastic	45

2018	0	1	01/08/2018	15	Swachha Bharat Abhiyan Pakhwada activities included Say no to Plastics, Clean Mumbai Green Mumbai and Save Green Cover of Mumbai and Reduce Pollution	Environment	31
2018	0	1	28/09/2018	1	Skit, Puppet show and Games for the children at MookdhvaniVidyalaya	Commemoration of World Deaf Day	15
2018	0	1	20/09/2018	1	Cleaning of Juhu Beach.	To clean Ganesh idol parts and create awareness for using ecofriendly idols.	13
2018	0	1	27/09/2018	3	Voter Id campaign for the community in collaboration with BMC	To inform the process of applying for voter ID and help the people to fill forms.	95
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
Students Diary	14/06/2018	The Code of conduct are mentioned in the Student

		Diary like related to attendance, examinations, leave of absence and other relevant information.
Productivity Log	14/06/2018	<ul style="list-style-type: none"> • The PPL has a motivational quote on the first page. • The PPL 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, Use of Technology details, personal leave record, Time table of each teacher, Teaching plans which are recorded, in the PPL. The PPL is checked by the Principal at the end of each semester. • Since it has been initiated the PPL is used till date.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Value Education: Yoga Sessions	01/08/2018	28/02/2019	42
Know Thyself: Talk on Happiness the Ultimate Goal of Life	02/07/2018	24/09/2018	42
Celebrated International Mother Language Day. A movie/short video making competition was organised for students in collaboration with Samviti and Mumbai Gujarati Sangh	21/02/2019	21/02/2019	89
No file uploaded.			

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
4. Office Automation for 100 digitalization
5. Incinerators for disposal of sanitary pads.
6. MOU with Eco friendly industries for the collection of Ewaste
7. Collection of paper waste in association with Global Green Renaissance foundation

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1st Best Practice :

1. Title of the Practice: Food Waste to Kitchen Garden: A Small Step Towards Environmental Awareness
2. Objectives Of The Practice: ? Educate and sensitize students about biodegradable waste. ? Teach the method of making manure out of the leftovers of fruits and vegetables in the Food Nutrition (FN)Lab . ? To develop a Kitchen Garden using the same manure ? To introduce students to the urban methods of growing plants in homekitchens
3. The Context: On February 5, 2018 , under Project NIRMMA, a talk on Biodegradable Waste by Ms. Mayuri Shinde from Stree Mukti Sangathan was organized to show how to make manure from the organic waste accumulated in the Food Lab. The process of decomposition and use of manure was thoroughly explained. 32 students from the Department of FN who attended the talk were inspired to make manure and cultivate a kitchen garden in the Food Lab.
4. The Practice: On 9th July 2018, the College purchased manure making baskets from Stree Mukti Sangathan. To start with a little soil from the garden was spread at the bottom of the basket. The basket was kept a little above the floor. Students voluntarily take the responsibilities in turns for collecting the waste, dropping it in the basket, mixing it with the soil using a blender spoon and a little water. The basket is then kept in the sun for 23 hours daily except Sunday. In 34 months the basket has the manure which can be used. About 34 kg of manure is made. However, the amount of manure depends on the waste put in the basket. Initially the manure thus generated was used in the campus garden. Stage II of the project. In January, 2019 it was decided to start Stage II of the project set up the Kitchen Garden outside the FN Lab. Initially 5 pots were bought and plants of Tulsi, green chillies, tomato, mint and curry leaves were planted. The plants are nurtured by the students in rotation. Depending on the growth, the students use the yields for cooking during the FN Practical.
5. Evidence of Success: Fresh manure produce continues. The plan to increase the number of plants is continues to be one of the major thrust areas. Students have been maintaining the plants and basket with great interest.
6. Problems Encountered and Resources Required: It is the initiative of the FN Department. The pots are kept in the corridor outside the Lab for easy access and monitoring. Only one challenge is faced by students during the vacation period, the baskets don't get replenished. Thus the manure making happens from July to March. The kitchen garden is watered by the lab assistant in vacations when students do not come. The project was financed by the college and the same will be continued.

2nd BEST PRACTICE:

1. Title of the Practice: SARJAN Skill Development Course for Speaking and Writing Skills by Departments of Hindi, Gujarati and English under the aegis of MNWC Literary Association
2. Goal: Describe the aim of the practice followed by the institution:
 - The course is designed as a practical and strategic approach to empower students to have greater influence and impact in a variety of literary events, academic and other situations through honing their speaking and writing skills.
 - To train students and prepare them for participation in competitions, instil confidence and give them an edge in all areas of life. The course is divided into four parts: Poetry, Dramatic skills, Public Speaking and Writing skills.
3. The Context: Two initiatives, one by the Students' Council and the other by the Literary Association of Hindi, Gujarati and English with support from IQAC under project SHILPI was instrumental in starting SARJAN Skill Development Course for Speaking and Writing Skills. In 2016/17 the Students' Council

Committee had set the ball rolling for informally taking a lead in organising a Skill Development Training Program in Literary skills. The committee took the initiative and chalked out a training program in literary skills by inviting experts in respective fields and students were intensively coached by the members of the Students' Council committee. It was found that from the students who were trained, some of who participated in intercollegiate/ University literary competitions won prizes. Earlier, every year, the Departments of English, Hindi and Gujarati used to organize their respective Language Day(s) separately. A lot of repetition of activities led to duplication of events. In 2017-18 the IQAC, under project SHILPI directed departments to plan and organize Skill Development programs. The Literary Association of Hindi, Gujarati and English Departments came together and brain stormed over this matter. It was decided to collectively organize training for B.A. and B.COM students to help them acquire literary skills where they would be trained by external experts and it will help them to get over their inhibitions and are able to participated in all levels of competitions. Hence the idea of SARJAN (Creation): a Skill Development Course germinated and was planted in 2017-18. SARJAN will also enable and empower students to acquire effective communication skills and thus accelerate their growth for being "career ready". Thus, the Literary Association would play a pivotal role of a feeder by training students in literary skills and preparing them to participate in competitions organized by committee and departments at intercollegiate, regional, national and international levels.

The Practice: Describe the Practice and its implementation: Selection Criteria: The teachers were instrumental in selecting the students for the course. For students coming from nonliterary backgrounds, the teacher identified students who showed an inclination towards Literature and creative arts. The course was designed to suit the requirements of students from literary and nonliterary backgrounds. It was also formed to train them to become independent learners and thinkers.

A. The following events were conducted during the academic year 2017-18, between June 2017 and April 2018:

The Literary Association organized one day, 'Creative writing workshop' on 28th September 2017. Mr. Suraj Prakash and Mrs. Pragya Vikas were the Resource Person for the Workshop in which 31 English, 20 Gujarati and 6 Hindi students participated. Total 57 students participated. In 2018-19 it was collectively decided to convert SARJAN in to a 30 hour Skill Development Program as jointly decided in the IQAC.

B. During the academic year 2018-19, the following events were conducted:

A Five day Skill Development Course for Speaking and Writing Skills sponsored by Vijaya Bank, Vile Parle (West) Branch was held from 16th July - 21st July 2018. The Course began with the Inauguration in the august presence of Ms Rita Govindhan, Senior Manager Language of Vijaya Bank, Vile Parle (West) branch who encouraged and motivated the students for the Course.

Day 1 and 2: 16th and 17th July 2018, Poetry Session, Resource Person: Prof. Madhuri Chheda. During the session, the speaker highlighted the importance of understanding of the craft, different writing forms and techniques of composing poetry. They learnt to develop a greater appreciation of poetry prescribed in their curriculum and were able to connect with an audience by reading and reflecting on their self composed poetry

Day 3: 18th July 2018, Dramatic skills, Resource Person: Mr Arun Shekhar. At this session, they were taught to understand the relationship between the significant aspects of the fundamentals present in the extracts of scripts and how they collectively convey meaning. At the end of the session, the students experimented with the fundamentals of Drama to explore idea, thoughts and feeling, and generated perspectives on the situations, roles and relationships suggested by the stimuli for performance possibilities. They developed a confidence to participate in theatre events and enhanced their performance in public speaking, poetry reading and presentations.

Day 4: 19th July 2018, Public Speaking, Resource Person: Mr. Sanjeev Nigam. Students learnt to develop speech preparation techniques, audience awareness and selfawareness. During the academic year they

participated in various literary events like debates, election, extempore speeches, etc and also academic events like student paper presentations and won prizes. Day 5: 20th July 2018, Essay and Creative Writing, Resource Person: Mr Chandidutt Shukla Sagar. The session focused on improving their craft for writing through an understanding of its process which involved idea generation, outlines and writing of several drafts. They developed the confidence to participate in literary events like essay writing, short story writing and creative writing competitions. Students were presented with books as prizes sponsored by the Department of English during the sessions. Certificates were distributed to 57 students who participated in the Course at the Valedictory function. 35 English, 16 Gujarati and 6 Hindi Students participated. 5. Evidence of success: The literary Course enabled the students to acquire an exposure, which moulded them to bring about a change and make the best use of literature to think and write in a creative manner. The students participated in various college, inter collegiate and national level competitions: A. The Department of English: i) Total Number of Inter College prizes for Literary Events 04 • Yuva Mahotsav Finale: 01 student won

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/2019/12/Sarjan.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

Provide the details of the Performance of the Institution in one area distinct to its vision, priority and thrust. Provide the weblink of the Institution[500 words] 1. 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 providing holistic development of students. 2. 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. 3. The college offers vertical progression to students. The students take admission in the college after completing their schooling. Tapiben Chhaganlal Lalji Valia Junior College offers Higher Secondary Course (HSC), Maharashtra State Board in Arts and Commerce streams. 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. 4.Specialisation in Counselling and Clinical Psychology offered by the Pg department of Psychology is highly coveted by the students from other college students. To ensure a seat in PG Psychology programme, many students from other colleges take admission at TY BA level. Also, a large number of applications are received from students from other universities due to which enrolment closes at a high cut off rate. 5. Dr. Bhanuben Nanavati Career Development Centre offers a wide range of vocational long and short term Certificate, Diploma and Advanced Diploma courses. These courses are designed, introduced and revamped to add various skills. 6. Personality development workshops, attending leadership camps, participating in team building activities lead 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. 7. The college has excelled in sports for the last few years. They 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, similarly girls from other colleges take admission from the sports environment. 8. 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/wp-content/uploads/2019/10/Institutional-Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

The following plans were made: 1. To form the Maniben Nanavati Research Centre and to encourage teachers to apply for research projects thereby increasing the emphasis on research. 2. To enhance extension activities through all departments in order to sensitize students to understand the needs of the under privileged. 3. Encourage Student Exchange programmes. 4. Development of econtent by teachers in their respective subjects 5. Institute to apply for NIRF in 201920 6. To start the Women Study Centre. 7. To commemorate 150 years of Mahatma Gandhi it was decided to follow up with UGC to restart the Gandhian Study Centre. 8. To establish a linkage with Youth Redcross Society. 9. To register the Alumni Association. 10. To start project Akshaya breakfast for needy students. 11. To prepare SOP for unaided and administrative sections.