

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process.

TERMS & VACATION

SHREEMATI NATHIBAI DOMODAR THACKERSEY WOMEN'S UNIVERSITY

1, Nathibai Thackersey Road,
Mumbai - 400 020.

September 23, 2021

Ref No.: Univ. Sec./Terms & Vacations/2021-22/57

CIRCULAR

A copy of the **modified Academic Terms and Vacations (Academic Calendar) 2021-22** for the various programmes / courses of studies under different Faculties for the academic year 2021-22, is enclosed herewith for information, implementation for all the University Departments, Conducted and Affiliated Colleges and Institutions.

| | |
|------------------|----------------|
| RECEIVED ON..... | 29/9/2021..... |
| ATTEN TO..... | 192..... |
| FILE..... | |


(Dr. Mira Desai)
Registrar (Addl. Charge)

To,

1. The Principals of the colleges Conducted by the University,
2. The Principals of the Affiliated colleges of the University,
3. The Director, Board of Examinations and Evaluation, Juhu, Mumbai,
4. The Finance and Accounts Officer, Mumbai,
5. The Director, Research Centre for Women's Studies, Juhu, Mumbai,
6. The Director, Lifelong Learning and Extension, Mumbai,
7. The Director, Centre for Distance Education, Juhu, Mumbai,
8. The Director (Addl. Charge), Jankidevi Bajaj Institute of Management Studies, Juhu, Mumbai,
9. The Heads of University Departments - Churchgate, Juhu and Pune
10. The Deputy Registrars / Assistant Registrars of the University,
11. The Dean of Students Welfare, Mumbai,
12. The Assistant Director, Department of Physical Education, Mumbai,
13. The In-Charge, School of Law, Juhu, Mumbai,
14. The In-Charge, N.C.C. Department, Mumbai,
15. Office of the Vice-Chancellor,
16. Office of the Pro-Vice-Chancellor, Mumbai,
17. Office of the Registrar, Mumbai,
18. The Hostel Superintendents - Churchgate, Juhu and Pune,
19. The Inquiry Clerk, Churchgate, Mumbai

Encl.: As above.

SHREEMATI NATHIBAI DAMODAR THAKERSEY WOMEN'S UNIVERSITY
Terms and Vacations (Academic Calendar)for 2021-2022

1. AICTE Approved Programmes

| Course | Year | Odd Semester | | Even Semester | | Exam |
|-------------------|--------------------------|------------------------------|--------------|---------------|--------------|---------------------|
| | | Opening date | Closing date | Opening date | Closing Date | |
| Engineering UG | I | As per AICTE | 31.12.2021 | 03.01.2022 | 31.05.2022 | Dec 2021 & May 2022 |
| | II | 06.09.2021 | 31.12.2021 | 03.01.2022 | 31.05.2022 | |
| | III and IV | 20.09.2021 | 31.12.2021 | 03.01.2022 | 31.05.2022 | |
| Engineering PG | I | As per AICTE | 31.12.2021 | 03.01.2022 | 31.05.2022 | |
| | II | 20.09.2021 | 31.12.2021 | 03.01.2022 | 31.05.2022 | |
| Management | PG except IV | 13.11.2021 | 04.03.2022 | 19.03.2022 | 11.06.2022 | |
| | PG IV | As per AICTE | | | | June 2022 |
| Pharmacy | UG FY | As per the guidelines of DTE | | | | |
| | UG S Phase II | 13.11.2021 | 04.03.2022 | 19.03.2022 | 11.06.2022 | Jan 2022 |
| | UG, Final Year | 04.09.2021 | 13.01.2022 | 03.02.2022 | 20.05.2022 | March 2022 |
| | PG II Phase I | As per the guidelines of DTE | | | | |
| | PG II Phase II | 13.11.2021 | 04.03.2022 | 19.03.2022 | 11.06.2022 | Jan 2022 |
| Polytechnic/ CITE | UG and Diploma except FY | As per the guidelines of DTE | | | | |
| | FY | 17.04.2021 | 15.01.2022 | 14.01.2022 | 31.05.2022 | Jan 2022 |
| Computer Science | PG MCA I, II YEAR | As per the guidelines of DTE | | | | |
| | PG MCA III YEAR | 06.09.2021 | 10.02.2022 | 28.02.2022 | 11.06.2022 | Feb 2022 |

* CITE = Centre of Vocational and Technical Education

2. UGC Recognize Programmes

(Home science, Science, Commerce, Arts, Education, Design, Humanities, Computer Science and Information technology, Analytical chemistry, Library science, Communication and Media studies, Drawing and Painting, Special Education, Law, Education management.)

| UGC Recognize Programmes | Odd semester | | Even semester | |
|---|--------------|--------------|---------------|--------------|
| | Opening date | Closing date | Opening date | Closing date |
| UG I | 1.09.2021 | 31.12.2021 | 15.01.2022 | 15.04.22 |
| UG II and III (and IV in case of 4 year course) | 1.09.2021 | 31.12.2021 | 15.01.2022 | 15.04.22 |
| PG FY | 20.09.2021 | 31.01.2022 | 10.02.2022 | 14.06.2022 |
| PG 2Y | 01.09.2021 | 31.01.2022 | 10.02.2022 | 14.06.2022 |

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SHREEMATI NATHIBAI DAMODAR THAKERSEY WOMEN'S UNIVERSITY
Terms and Vacations (Academic Calendar)for 2021-2022

3. Other Program (Nursing and B. Ed.)

| Programme | First term | | Second term | |
|--------------------------|--------------|--------------|--------------|--------------|
| | Opening date | Closing date | Opening date | Closing date |
| Nursing UG (4 years) | 01.09.2021 | 18.12.2021 | 21.12.2022 | 04.06.2022 |
| PG I and II | 01.09.2021 | 18.12.2021 | 21.12.2022 | 04.06.2022 |
| B.Ed and Special B.Ed I | 01.09.2021 | Annual | Pattern | 30.07.2022 |
| B.Ed and Special B.Ed II | 01.01.2022 | Annual | Pattern | 30.11.2022 |
| M.Ed and Special M.Ed I | 01.09.2021 | 30.12.2021 | 15.01.2022 | 30.04.2022 |
| M.Ed and Special M.Ed II | 01.01.2022 | 30.04.2022 | 01.06.2022 | 30.11.2022 |

Examination:

- Exams of UG Semester I, III, V (and VI) will be held in last week of December 2021.
- Exams of UG Semester II, IV, VI (and VIII) will be held in third week of April 2022.
- PG, Nursing and Education Exams for first term will be conducted in the first week of Jan, 2022 and for second term in the first week of June, 2022.

Notes:

- Due to covid19 pandemic, Colleges / Institutions shall be required to follow the instructions issued by State Government time to time.
- Professional Institutions are suggested to perform 1.5 times of their regular daily work load to compensate delay due to pandemic.
- In case of additional holidays in exceptional circumstances Head of Institutions are advised to keep an institution working on Saturday and complete the total number of working days.

Vacations:

- Vacations for Semester breaks can be planned in between closing dates of odd semester and opening date of even semester.
- Dussehra Vacations :11-11-2021 to 12-11-2021
- Christmas Vacations: 25-12-21 to 02-01-2022
- Summer Vacations for all programs may end by 30 June, 2022

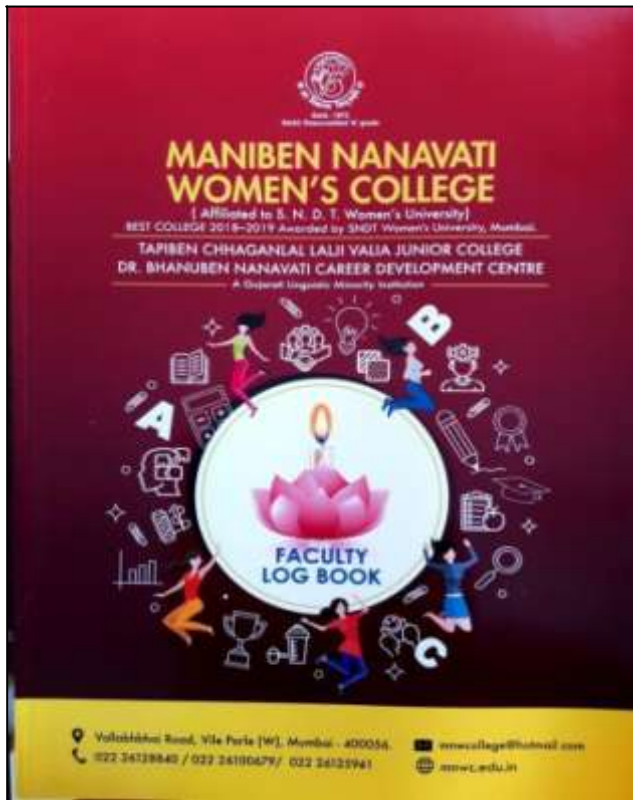

 (Dr. Mrs. Densil) -
 Registrar (Adm. Charge)

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ACADEMIC CALENDAR

| S.R NO | Academic Calendar | LINK |
|-------------------|-----------------------------------|---|
| 1. | SNDT University Academic Calendar | https://sndt.ac.in/igac/terms-and-vacations |
| 2. | MNWC Academic Calendar 2021-22 | https://mnwc.edu.in/calendar/?month=1&yr=2022 |

FACULTY LOG BOOK



MANIBEN NANAVATI WOMEN'S COLLEGE
 Affiliated to SNDT Women's University, Mumbai
 BEST COLLEGE 2018-2019 Awarded by SNDT Women's University, Mumbai.
 Vallabhbaai Road, Vile Parle (West), Mumbai - 400 056
 Gujarati Linguistic Minority Institute



Estd.: 1972
 NAAC Reaccredited 'A' grade

FACULTY LOG BOOK

Name:

Stream: Arts / Commerce/ Management Studies / Post Graduate Programme

Department:

Academic Year:

Teacher's Signature _____ Principal's Signature _____

"A teacher presents the past, reveals the present and creates the future"

TIME TABLE

Teacher: _____ Department: _____

| Time | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-------------|--------|---------|-----------|----------|--------|----------|
| 7.30 a.m. | | | | | | |
| 8.20 a.m. | | | | | | |
| 9.10 a.m. | | | | | | |
| 10. - 10.30 | | | | | | |
| 10.30 a.m. | | | | | | |
| 11.20 a.m. | | | | | | |
| 12.10 p.m. | | | | | | |

Lectures _____ Practicals _____ Tutorials _____ Teachers Sign: _____
 Total _____ HOD's Sign: _____
 Supervisor's Sign: _____ Principal's Sign: _____

Name of the Teacher: _____ Department: _____

SEMESTER: _____ CLASS: _____ SUBJECT: _____

TEACHING PLAN 20 - 20

| MONTH | TOPICS TO BE COVERED | CONTENT ANALYSIS |
|-------|----------------------|------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Signature of HOD with Date _____ Signature of Principal with Date _____

Daily Log

Name of the Teacher: _____
 Date, Month and Day: _____

| Time | Class | Topic Covered (Theory/ Practical) | Method Used |
|-------|-------|-----------------------------------|-------------|
| 7.30 | | | |
| 8.20 | | | |
| 9.10 | | | |
| 10.30 | | | |
| 11.20 | | | |
| 12.00 | | | |
| | | | |

DDMM/YY and Day: _____

| Time | Class | Topic Covered (Theory/ Practical) | Method Used |
|-------|-------|-----------------------------------|-------------|
| 7.30 | | | |
| 8.20 | | | |
| 9.10 | | | |
| 10.30 | | | |
| 11.20 | | | |
| 12.00 | | | |
| | | | |

STANDARD OPERATING PROCEDURE (SOP)

Maniben Nanavati Women's College
 Internal Quality Assurance Cell
 Department of _____
 Department Plan for 20__-20__

| Activity | Question No as per Manual January 2019 | Month | Target Group/ Semester | Collaboration/ MOU | Budget (Specify Donor) |
|--|--|-------|------------------------|--------------------|-------------------------------------|
| Criterion I | | | | | Criterion VI Resource Generation |
| International/ National Conference (Only if not done in 2016-2019) | 1.1.1 (a) | | | | |
| Content Analysis (only if required and syllabus has changed) | 1.1.1 (b) | | | | |
| Workshop for 1 or 2 days (related to Curriculum) | 1.1.1 (c) | | | | |
| Skill Development (Transferable Skill) | 1.3.2 | | | | |
| Internship | 1.3.3(a) | | | | |
| Field Project | 1.3.3(b) | | | | |
| Criterion - 2 | | | | | |
| Slow Learners | 2.2.1 (a) | | | | |
| Advanced Learners | 2.2.1 (b) | | | | |
| Visit (One- One day Visit) | 2.3.1 (a) | | | | |
| Guest Lecture (One) | 2.3.1 (b) | | | | |

| | | | | | |
|--|-----------|------------|--------------|-------------------|--|
| Research Project for Students (Arvedhan or any other dept. related research competition) | 2.3.1 (c) | | | | |
| Criterion - 3 | | | | | |
| Extension Activity (Dept.) | 3.4.1 | | | | |
| Criterion - 5 | | | | | |
| Bridge Course | 5.1.3 | June/ July | Sen I | | |
| Remedial Teaching | | | | | |
| Yoga/ Meditation | | July | Sen I | IQAC | |
| Value Education | | August | Sen I | IQAC | |
| Guidance for Competitive Exams (Only One Activity) | | | | | |
| Vocational Education and Training (MOOC) | 5.1.5 | | Sen I and II | Motivate Students | |
| Criterion - 7 | | | | | |
| Birthday/ Death Anniversary (only Indian Personalities) | 7.1.18 | | | | |

Note:-

- Dept. plan should be Student Centric.
- All the activities, as far as possible, should be during lectures
- MOU related activities to be integrated with Dept. activities
- Celebration of Days like (International Mother Language or Subject specific celebration like Nutrition week, Psychophysics, Tourism day etc. will be included in teaching methods as per manual)
- Mentoring will be for all students (IQAC Initiative)
- Subject related course can be from Dr. BNCDC, SWYAAM or any other recognized institution (Motivate Students)
- Involve Alumni in Dept. activities i.e. Bridge Course, Remedial, Skill etc.
- NSS special Camp in Sen II (Mandatory for FYs) Motivate students.

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