



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	MANIBEN NANAVATI WOMEN'S COLLEGE
• Name of the Head of the institution	Dr. Rajshree Trivedi
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02226176196
• Mobile no	9820375069
• Registered e-mail	mnwcollege@hotmail.com
• Alternate e-mail	iqacmnwc@gmail.com
• Address	Maniben Nanavati Women's College, Vallabhbai Road, Vile- Parle (W)
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400056
2.Institutional status	

• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban
• Financial Status	UGC 2f and 12 (B)
• Name of the Affiliating University	Shreemati Nathibai Damodar Thackersey Women's University
• Name of the IQAC Coordinator	Dr.Twinkle Sanghavi
• Phone No.	02226176196
• Alternate phone No.	02226128840
• Mobile	9820467129
• IQAC e-mail address	iqacmnwc@gmail.com
• Alternate Email address	mnwcollege@hotmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	https://mnwc.edu.in/wp-content/uploads/2021/07/AQAR-2019-20.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://mnwc.edu.in/calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	78.5	2004	08/01/2004	07/01/2009
Cycle 2	B	2.89	2009	31/12/2009	30/12/2014
Cycle 3	A	3.02	2016	29/03/2016	28/03/2021

6.Date of Establishment of IQAC 15/07/2004

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	Nil	Nil	Nil	Nil

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	3
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<ul style="list-style-type: none"> To Start Research Centre and get fund to promote research amongst teachers, Kantaben Research Centre established 	
<ul style="list-style-type: none"> To Start Project clean campus- Green Campus in association with PTA and MNAA 	
<ul style="list-style-type: none"> The IQAC team designed a Booklet that offered guideline to teachers for the implementation of student's centric method and The Library installed the Brail software 	
<ul style="list-style-type: none"> Launched the (YAMI) Youth for Mission, Action and Intellectual 	
<ul style="list-style-type: none"> Organised talk on "Demystifying Gender Perspectives and Journey towards Self-Reliance" by Dr. R. Sunadari on 10th May 2021 in collaboration with ICC, WDC & P.G Department of Psychology & Commerce. 	
<ul style="list-style-type: none"> Organised Two day State Level webinar on " Best Practices and their sustainability in administration of HEI" in collaboration with Rashtriya Uchchatar Shiksha Abhiyan RUSA. 	
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
To launch Divyangjan's Cell and	Launched Divyangjan and North-East cell. Policies are drafted and uploaded on website https://mnc.edu.in/divyangjan-cell/# https://mnc.edu.in/north-east-cell/

North- East Cell	
To conduct Academic Audit	Online Academic Audit was conducted, and recommendations were given to departments
To make academic plans keeping in mind the lockdown	All department planned their academic activities online keeping in mind the lockdown
To start preparing and uploading AQAR 2019-20	Online AQAR 2019-20 was filled up and uploaded successfully
To initiate more skill development programmes apart from TISS- NUSSD	College Applied for two NSQF Scheme for two certificate Course 1) Customer relationship management 2) Hospital and Health care management Both the courses have been approved • Majority dept. Conducted Skill development or Add- On Course • College signed MOU with Aspire for Her.
To strengthen Alumni Contribution	Under Maniben Nanavati Alumni Association Ms. Darshika Maiyaa established free Legal service Cell for students.

13. Whether the AQAR was placed before statutory body?	Yes
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- Name of the statutory body

Name	Date of meeting(s)
Governing Council	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	01/02/2022

Extended Profile

1. Programme	
1.1	324

Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	View File	
2.Student		
2.1 Number of students during the year		1231
File Description	Documents	
Institutional Data in Prescribed Format	View File	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		NA
File Description	Documents	
Data Template	No File Uploaded	
2.3 Number of outgoing/ final year students during the year		402
File Description	Documents	
Data Template	View File	
3.Academic		
3.1 Number of full time teachers during the year		35
File Description	Documents	
Data Template	View File	
3.2 Number of sanctioned posts during the year		43
File Description	Documents	
Data Template	View File	
4.Institution		
4.1 Total number of Classrooms and Seminar halls		27

4.2	4395877
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	123
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

IQAC plays a very important role in implementing the effective curriculum planning. Institution follows the Curriculum prescribed by Shreemati Nathibai Damodar Thakersey Women's University (SNDT) and also keeps in mind the Vision and Mission of the College. Our teachers are members at various bodies of the affiliating university which helps in shaping of the syllabus through the Board of Studies (BOS). 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. An Academic Calendar is prepared for the college to successfully synergize all the activities and to avoid duplication. College has policy where in keeping mind the academic calendar, department plans are prepared. Continuous Internal evaluation is emphasised and common internal exam timetable according to semester wise is prepared. Each teacher is given a faculty log book at the start of academic year. A teaching plan is prepared with month wise allotment of topics to be covered. Attention is given for effective curriculum delivery where in use of various teaching learning pedagogy is encouraged.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://mnwc.edu.in/wp-content/uploads/2022/07/1.1.1-AQAR-2020-21.docx.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- The Examination Committee holds meetings with the Principal, Vice-Principal and IQAC Coordinator to plan and implement Internal Examinations. Accordingly, the academic calendar includes

information regarding the commencement of the examination, schedules of internal exams, etc.

- Examination committee carefully selects the days reserved in the academic calendar for internal evaluation and prepares as well as displays the timetable for students and staff. The internal exam timetable is also displayed on the college website.
- Evaluation is subject specific. The departments as per the syllabus of the subject discuss and share assignments, projects with schedules of submissions to the students well in advance.
- For extra support and help of students, academic mentoring is done to ensure that their problems are solved and they are encouraged to improve their academic grades.
- The semester break is used for field trips, projects, case studies, interviews, observations and other field experience based activities which are important aspects of the CIE.
- Apart from Common internal assessment examination, the teachers also take multiple assessments using various other methods.
- The focus of internal evaluation is the holistic development of the students.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://mnwc.edu.in/wp-content/uploads/2022/07/1.1.2-AQAR-2020-21.docx-1.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File

Any additional information	View File
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1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

06

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

04

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

118

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The courses taught in the college as prescribed by S.N.D.T Women's University have a balanced integration of cross-cutting issues as follows:

Professional Ethics: Different course papers aim to:

Train to conduct themselves with professional ethics and etiquette. Some courses cover ethics in research assessment, as per the international guidelines. Integrate ethical practices in corporate set-up. Share light into the Role of Ethics, morals, and values of an individual.

Gender: Papers focus on:

Sensitizing the students towards feminist issues.

Make them aware about prejudice and discrimination towards the marginalized sections of society.

Women- Related issues related to social, psychological and economic aspects.

Human Values: We aim to:

Inculcate values of tolerance, equity, acceptance with bonding, and love for our culture and nation.

Combat the inequalities. Impart human values to the students.

Sensitize the students to the nuances of privilege/prejudice.

Give and insight in to labour welfare and team building.

Environment and Sustainability:

EVS paper creates awareness about:

Environmental Policy and Environment Protection Act Global warming that leads to Environment Sustainability.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

09

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File

Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

188

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://mnwc.edu.in/student-feedback/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://mnwc.edu.in/alumni-feedback-3/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1231

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

0

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students differ in their academic achievements and are found to have varied levels of understanding and learning capabilities. The learning levels of students were assessed by seeing the performance score in the previous qualifying examination, their internal assessments, participation in class activities etc.

After assessing their academic needs, each Department provided the necessary support for the students. In the lockdown, Remedial teaching, Additional coaching, Individual and Group Guidance and Writing practice were done online for the Slow Learners by the teachers. Special zoom sessions were undertaken for slow learners. Also assignments, quiz and short writing practice was assigned to them.

In the pandemic, strategies for advanced learners involved providing additional resources, attending webinars and online courses. They were also encouraged towards carrying out online research and presenting it. Special efforts taken by the teaching faculty to keep advanced learners focussed during the lockdown.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers

1231

35

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Teaching is an active process and students are important stakeholders in it.

For experiential Learning: Online Internship was arranged in pandemic to gain experience of online work. Online workshops, guest lectures and virtual visit were organised by many departments.

For Participative Learning: A variety of Online activities were conducted for the students. Documentary screening, Guest Lectures, Workshops, Group discussions, debates, brainstorming, book and film reviews were arranged by different departments to make online learning interesting and easy. Small Online surveys were conducted for gaining research experience. Group, individual projects and presentations were encouraged for all students to promote collaborative and cooperative learning

Problem-solving Skills: Departments took special interest in honing the research skills of students by motivating and guiding them to participate in research competitions. Critical thinking techniques such as case study methods were used for problem solving skills. Individual and group assignments were planned to enhance their creative and critical thinking in the online mode.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

In pandemic ICT was an integral part of the teaching-learning interaction. The institution installed a licensed Google domain-mnwc.edu.in that gave access to teachers to use Google suite for conducting online classes. Zoom package of 500 participants was subscribed to by the Principal, to be used for Online programs like Orientation Program, webinars, workshops, guest lecturers etc. Teachers attended workshops, Faculty development programs of ICT enabling them to shift to the online teaching mode. ICT incorporated by most of the teachers included-

- Google Classroom

- You-Tube, Scribd, PPTs, Blogs, E-magazine, Case-study, Research Articles from open source cites.
- Padlet, Mentimeter, Jam board, Canva and Pinterest.
- E- Textbooks, PDF of notes and additional information were provided by the teachers.
- MOOC Basic Excel course was conducted online for all FY students to help them complete online assignments properly.
- Students were encouraged to enrol for NPTEL, Swayam courses.
- P.G students used software for statistical analysis for their dissertation.
- Open source sites such as N-List, Shodhganga, J-Gate, J-Stor, I-scholar, Google Scholar, Proquest were advised to students for additional reference.
- Students were encouraged to access the NationalDigitalLibraryofIndia.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

42

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

35

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

11

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

204

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms**2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.**

The institute adheres to the examination patterns and schedules prescribed by the S.N.D.T Women's University. The Examination committee with the Principal and IQAC prepared a time-table for common internal tests of the UG Students. The students were informed about the evaluation process through the College Website, Prospectus and online Orientation Programme. Syllabus was given by the respective course teachers. The time-table was circulated on Students' WhatsApp groups and Google Classrooms.

As per the rules of the University, minimum marks are allotted for Internal Evaluation. Besides the common internal test, Departments encouraged a variety of methods for internal assessment. They were Assignments, Presentations, Group discussions, Quiz, MCQ's, Objective Tests, Book and Movie reviews, Case-study, Surveys, Projects, Vivas, Role play, Poster making. Re-examination was scheduled for students who were absent for examination due to COVID. The students were informed about their internal marks performance.

File Description	Documents
Any additional information	View File

Link for additional information	Nil
2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient	
<p>The institute has formulated an efficient mechanism to deal with examination related grievances. There is transparency in the pattern and conduction of CIE and rectification of grievances is time bound. The process of conduct of internals and semester-end examination and revaluation of answer sheets was governed by the affiliating University Ordinances and Statutes. The issues raised by the students regarding examination (marks related, duplicate mark sheet and name correction on mark sheet) were handled.</p> <p>Grievances related to CIE: These grievances are resolved at department level by each subject teacher.</p> <p>Grievances related to College examination: The grievances were resolved efficiently even though the online mode continued. The Examination Committee and administrative office after receiving an application from the student completed the process.</p> <p>Grievances about external examinations: The grievances of students related to University examinations centred around online examination problems. Internet issues and hall ticket act were dealt with. Examination committee supported the students to forward queries and obtain proper help from the university.</p>	
File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The College offers a diverse range of programs and courses, the curriculum for which is designed in accordance to the syllabus prescribed by S.N.D.T Women's University.

The Courses under each programme are designed to achieve Programme Outcomes and Program specific outcomes which are available on college website. Bloom's taxonomy is used as a guiding principle for formulating Course Outcomes (Co's).

The department prioritised inducting new faculty members to understand the program outcomes, program specific outcomes and course outcomes for the concerned subjects. Regular department meetings were conducted to facilitate the attainment of those outcomes.

The syllabus provides the weightage of different modules and blueprint for methods of assessment. Before the beginning of the semester, an orientation program was organised, with the aim of familiarising the students with the expected outcomes for that semester. A broad overview of different department activities was designed in line with the outcomes. Every course faculty also discussed expected Course outcomes with the students at the beginning of each semester.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://mnwc.edu.in/program-outcome/
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Multiple measures were taken to ensure smooth and fair evaluation of the attainment of PO's, PSO's and CO's. Continuous evaluation was undertaken. Using diverse evaluation methods, helped in assessing not only the attainment of program outcomes, program specific outcomes and course outcomes, but also ensured a holistic evaluation of the student in the online teaching method.

The faculty assigned the internal assignment based on identification of academically advanced and weak learners. The digital avenues like Google Classrooms, WhatsApp groups were used to disseminate knowledge and share academic related information.

Many departments have the goal of encouraging students to pursue higher education. Students were guided for that.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://mnwc.edu.in/program-outcome/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

402

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View

	File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://mnwc.edu.in/student-satisfactory-survey/#1655110213205-319aa77f-b6ca>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

2,50,000

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

05

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents

List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The vision, mission and goals of our college focus on imparting higher education and skill based training to girls. Innovation, research and entrepreneurship are areas that we have focused on since 2019. We started the Nanavati Innovation & Entrepreneurship Development Incubation Centre (NIEDIC). The centre aims to promote research based innovations, entrepreneurship, knowledge transfer to help the students and the community. In 2020, the institution registered with Institution Innovation Council (IIC), Ministry of Education, and Government of India.

Creation and Transfer of Knowledge: Throughout the pandemic, college organized and supported creativity of staff and students by conducting webinars, workshops, and various other programs.

Research Culture: With a view to encourage and widen the research culture in staff, the IQAC recommended the establishment of a well established research centre. The Kantaben Shah Research Centre was started in 2020 during the lockdown. Teachers were encouraged to apply for research grants. Two teachers from college and one from outside were given seed money for a research project. Research Horizons (ISSN 2229-385X), the in-house journal brought out its 2020 edition. Conferences were conducted by various departments, teachers presented papers at the conferences in the areas of health, commerce, tourism, economics, capitalization, etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

06

File Description	Documents
Report of the event	View File

Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

01

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

14

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

12

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

At our college, students have always been motivated and encouraged

to participate in Extension activities of NSS and departments. Our extension activities include not only NSS but also YRC, Rotaract Club and NCC (University Unit). We inculcate strong leadership qualities, ethical consciousness and patriotic feelings by engaging students in extension work.

Throughout the lockdown, students participated in various webinars and even an online Leadership program (PRERNA). Students took pledge for COVID-19 appropriate behaviour and followed the campaign. Girls participated in the Spit Free India Movement and took pledge to educate the community too. Our college also has a Rotaract Club. Girls participate and also plan various activities. Through out the pandemic various programs were done. They also received appreciation certificate form Rotary International.

The department of Child Development had introduced the RAAH initiative. During the pandemic, RAAH conducted many events. They organized Clothes Distribution Drive in collaboration with generous organizations. To create awareness webinars were conducted- "Beyond Gender: Unmasking Gender Norms"; "Trans-Jan: A conversation with the members of the Transgender community".

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

08

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

21

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

682

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

15

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

04

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

Our College is committed to provide quality education and help holistic development of students. The building is of 6 floors (Ground floor and 5 floors). In the pandemic too the campus was well maintained.

WiFi: The campus is enabled with 50 mbps internet speed.

Classrooms: The College has 28 classrooms; 17 of them are enabled with internet connection, a CPU, LCD projector and 5 are smart classes.

Smart Classrooms: The College has 5 smart classrooms equipped with internet enabled smart LCD projectors.

Laboratories: There are Psychology, Computer, Food & Nutrition, Textile, Pattern making & Garment Construction, Interior Design and Language laboratories for effective and efficient teaching learning process.

Seminar Room: The College has a multipurpose seminar hall.

Library: Our college library is well equipped with latest books, audio-visual and e-resources, soft wares, Journals, digital database, magazines etc.

Amphitheatre: Amphitheatre in the backyard is used for career fests, training programs, cultural events etc.

Serenity Area: A serenity area is used by the teachers for online classes, individual mentoring etc.

Equipment: College has two book readers, Digital Camera, DSLR camera, Handy cam and tripod.

ICT Facilities: College is fully equipped with ICT facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

With the focus of overall growth of the students, College provides adequate facilities and necessary training for cultural activities, sports, games, and other events too.

Facilities for Sports (Indoor/Outdoor): A well maintained Gymkhana is available on the ground floor which has following facilities-

- Kits and space for Chess, Carom, Yoga, Taekwondo, Boxing, Badminton and Table Tennis.
- Rope Malkhamb- a 20 feet tall pole is installed in the Amphitheatre for Rope Malkhamb practice.
- Amphitheatre also provides space for practice of various games like Handball, Football, Volleyball, Badminton, Cricket and Fencing.
- The College provides training for badminton, Table Tennis, Cricket, Chess, Yoga, Taekwondo, Boxing, Fencing and Rope Malkhamb.
- The college has Chessboards, Carom boards, Table Tennis table, bats, Cricket kit, Boxing Kit, Taekwondo Kit, Footballs, Handballs, Volleyballs and net, Rope Malkhamb pole, rope and mattresses, Badminton racket and net, Yoga mats.

During the lockdown no sports activities were possible. However, Online Yoga once a week was compulsory for FY students. This was in collaboration with Yogprabha Bhatri Seva Sanstha Trust.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

23

File Description	Documents
Upload any additional information	View File

Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

43.34

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is automated using Integrated Library Management System (ILMS)

Name of the software - SLIM 21 Library Management Software

Nature of Automation - Fully

Year of Automation - 2016

The College library collection at present includes 39866 Books, 54 periodicals, 2173 Bound Volumes & 840 AV Resources. The main reading room in the library has a seating capacity of 68 students. There is a Cyberspace for a student that has 8 computers with free Internet connections. The Library is fully air-conditioned and updated which supports the teaching-learning and research program of the institute. The latest technology like Barcode and QR code are used in the library. OPAC facility is also provided by the library. Web OPAC facility is also accessible through the college website. Library has Subscribed N-List and Jgate database for accessing e-books & e-Journals. The library has another reading room with a seating capacity of 45, two computers with Internet connection for students & separate cubicle for teachers.

The library is fully automated with SLIM 21 Library Management Software. This software is developed by Algorithm Consultant Pvt Ltd is a certified Software Company (ISO 9000: 2008). This SLIM 21 Software works under a server-client environment. Continuous support is available from Algorithm Consultant due to AMC. When the new

updates are released from Algorithms it's made available to the library.

The SLIM 21 library management Software consists of the following basic modules:

1. Cataloguing
2. Circulation
3. Acquisition
4. Serial Control
5. Opac (Online Public Access Catalogue)

Additional Modules:

1. dColl
2. Statistics Module
3. Online Membership Module

Vizlog Module

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

1.5206

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e-	View File

journals during the year (Data Template)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

27

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Information technology has a significant role in academic and administrative activities. The college regularly updates hardware and software of all computers as well as the internet facilities. College has employed a full time IT technician for maintenance of the ICT infrastructure. The institute has 165 Desktop computers available for the staff and students. The college has 5 computer labs, 9 browsing centres connected with Internet through LAN or WIFI.

Software Infrastructure: The College has high configuration server to allow fast transmission of data. Quick Heal antivirus is installed to protect the computers. Library has various software's that are updated periodically. Office automation packages like Open Office, Tally ERP-9, and Office 365 etc are purchased and updated regularly. The College website is managed and updated with the help of the White-Code. There is a high speed Linex Server installed in Principal's office for DMS. Student's attendance tracking is done using RFID technology. The institution has installed a licensed Google domain-mnwc.edu.in that gave access to teachers to use Google suite for conducting online classes during pandemic. Also, a licensed ZOOM PRO package was purchased in the lockdown to help teachers plan webinars', conferences and other programs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

126

File Description	Documents
Upload any additional information	No File Uploaded

List of Computers	View File
4.3.3 - Bandwidth of internet connection in the Institution	A. \geq 50MBPS
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

18.62

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College ensures maintenance of all infrastructural facilities.

Building: The College is built on a 1.8-acre area with an L-shaped building.

Classrooms: There are 28 classrooms and 5 smart classrooms.

Laboratories: The College has nine well maintained laboratories.

Seminar Hall and Amphitheater: The Seminar Hall and Amphitheater is used for a variety of activities.

Library: Library has an advisory committee to discuss the function and formulate policies.

IT facilities: IT infrastructure is maintained by the hired IT technician.

Sports facilities: The sports room is equipped with indoor games and outdoor games.

Security and Gardening: The College has hired Security services and a gardener.

Maintenance of Common Amenities and Campus Cleanliness: Annual Maintenance Contracts are done with appropriate agencies. Equipment is purchased as per the requirements identified by the Purchase Committee. It consists of the Principal (Chairman), faculty member, Office staff, and Office superintendent. They abide by the set procurement policy for the purchase of equipment, appliances and services. Annual Maintenance Contracts are renewed on a regular basis. Annual Maintenance for different equipment like the RISO Digital Duplicator Machine, Photocopier Machines, Lift, Attendance Management System, Website maintenance, CCTV etc. are taken care of by the college administration.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

08

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

64

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non-	View File

government agencies in last 5 years (Date Template)	
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
637	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
637	
File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded

Details of student grievances including sexual harassment and ragging cases

[View File](#)

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

17

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

65

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

28

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

At MNWC, students play an important role in department activities and committees (Student Council, SHRISHTI Magazine, Sports, ICC, WDC, CDC, and IQAC). By taking up various roles and responsibilities, girls cultivate leadership and organizational skills. In the pandemic with online college activities also students played an important lead in various committees and departments.

- In the lockdown, elections for the Class Representatives (CRs) were conducted online as per university rules.
- The CR's provided technical support for online events.
- Food Nutrition and PG Psychology department encouraged students to lead their social media handles and organize IG TV and events.
- Our students also managed the college social media handles- Facebook and Instagram.
- Satrangi, Haq Se! (UG department of Psychology) and RAAH (Child Development department) are student-led events that continued work in the lockdown.
- Students participated in leadership camps organized by Rotary Club and SNDT Women's University.
- Rotaract club of MNWC had several activities conducted by our Rotaract members.
- Students are a part of the college magazine editorial team. They assisted in compiling students' contributions to the magazine.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

150

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

- Maniben Nanavati Women's College (MNAA) is registered under Societies Registration Act, 1860 (Registration No. 1387/2019).
- Our alumni have always been invited to conduct programs and even in the pandemic they were conducting online programs for our students. Ms. Sanober Menon was invited as a Resource Person to conduct an E- Workshop on "How to prepare for NET/SET examination".
- Departments conduct Bridge Course for FY students with the help of alumni.
- Ms. Kajal Makwana conducted a session on "How to Begin an Independent Career in Psychology".
- Legal aid: Free legal services by alumni are offered to students and their parents.
- With the sudden lockdown and all academic processes to be done online, we had 2 of our students who helped us daily for 2 months for the Online Admission Process on Zoom.

File Description	Documents

Paste link for additional information	Nil
Upload any additional information	View File
5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

Vision: Sa Vidya Ya Vimuktaye - 'Knowledge is That Which Liberates.'

Mission: 'Empowerment of Women through Access to Higher Education'- a commitment to offer a rich learning environment to women of economically disadvantaged sections of society.

The Vision and Mission are well integrated in the system.

Nature of Governance:

The Management keenly participates in the proceedings of College Development Council (CDC) and Internal Quality Assurance Cell (IQAC) to encourage integrity and excellence in the functioning.

Under the leadership of Principal, teaching and non-teaching staff ensures smooth functioning of academic and administrative processes. All policies, plans and strategies finalized by the IQAC and CDC are in line with the institute's Vision and Mission.

Perspective Plan:

The College has a well-structured Perspective Plan. The Academic Calendar is prepared in alignment with the Perspective plan and University academic calendar. The Departments and Committees strictly adhere to it.

Participation of Teachers:

Teachers are encouraged to take part in all the decision making bodies of College. Due to COVID, the teaching learning process was online. To make teaching learning interactive and interesting, 50 online training programs were attended by the teachers. They also suggested that college should have their own Learning Management System.

File Description	Documents
Paste link for additional information	https://mnwc.edu.in/wp-content/uploads/2022/07/6.1.1-Merged-Minutes-of-Meeting-with-qus.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Response :

In our College, the Managing Committee (MC) and College Development Committee (CDC) are the main governing bodies. For daily smooth functioning, authority is delegated to various sections. The college policy of all are equal is seen through the working of the college.

Case Study:

Publication at college and departmental level is unique feature of the college. Every year college publishes the magazine "Srishti". Even in the lockdown, we did not stop the process of releasing the magazine. In the magazine editorial team there are students who manage collecting articles and other material. They also assist in proof reading.

Apart from Srishti magazine, there is a wall magazine too. For the wall magazine, every month one department who is assigned showcases their student's creativity. During COVID time this activity was done online; and the wall magazine was uploaded on social media. The college insta-page was used for this. Many students contributed for this. A lot of creative posts were generated about the COVID situation and other topics. Other online student's publications like Campus Breeze were also encouraged. Also, with student's creativity coming to notice, we involved students to make brochures for different activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response

The institute's vision and mission 'to empower women through access to higher education' made us introduce skill development courses for our students. We applied for the National Skills Qualification

Framework (NSQF) in September 2020. After getting the approval, NSQF courses were introduced in January 2021. Customer Relationship Management (CRM) and Hospital and Health Care Management (HHCM) were introduced under the NSQF scheme.

College signed MOU's with INNOVATIONS GLOBAL SERVICE PVT. LTD (For Customer Relationship Management) and SHRADDHA SCHOOL OF PUBLIC HEALTH for Hospital and Health Care Management in June 2020. Twelve students of CRM and 10 of HHCM successfully completed the course. To motivate students to join the NSQF courses, several webinars' were conducted. They were as follows-

1. 'Employability and Personality Development Workshop' by Ms. Snehal Subramanian.
2. 'Master class on Communication as a Catalyst in CRM' by Mr. Apurva Gangar.
3. 'HMIS and Importance of IT in Healthcare' by Ms. Shubhangi Bhalerao.
4. 'Ethics and Laws related to Hospital medical services' by Adv. Mohan Chaudhary.
5. 'Career Dreams Education-Internship Orientation' by Mr. Rajat Sharma

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Managing Committee: The managing committee is the main executive body of the College, involved in strategic planning and policies.

College Development Committee (CDC): CDC is formulated as per the rules of the Maharashtra University Act (2016).

IQAC: The IQAC oversees all quality initiatives. It guides for value added courses offered by departments and skill development courses in college. Mentoring MOU's, feedback, generating formats for reports, documentation and other aspects some of the other functions of the IQAC.

Academic: The Principal leads academic and administrative decisions. She revises policies, procedures, budgets, looks into new appointments etc. The Principal guides the Vice Principal and staff

for their promotions as per the API requirements. Vice Principal handles timetables, teaching methods, monitors progress and achievement, leave of staff, committees and their activities. She tackles issues of working students, attendance issues, day to day functioning etc. Both Principal and Vice-Principal handle the Grievances if any.

Administrative: Admin office smoothly functions in its work by providing reception services, filing, maintaining files and records etc. They have a DMS system to efficiently work and support academic activities.

Library: Library has specific functions carried out by the staff in the library under the librarian.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://mnwc.edu.in/organograms/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The managing committee is supportive and shows concern for all the staff. Several facilities are provided for the teaching and non-teaching staff. They include:

For Non-Teaching Staff:

Medical Aid Policy

Interest Free Loan Policy

COVID Vaccination Amount Reimbursement

Diwali Lunch & Sweets**Uniforms and Umbrellas given to Class IV Staff****Yearly Bonus given to Unaided Staff****Gratuity Scheme for Unaided Staff****Management PF Contribution to Unaided Staff****Yearly Increment to Unaided Staff****Special Appraisal Increment to Unaided Staff****For Teaching Staff:**

1. Staff is granted CL, Maternity Leave, and Special Causal Leave when needed.
2. Faculty pursuing doctoral program is given concessions for PhD work.
3. Felicitation of staff on obtaining PhD degree.
4. Departments are given laptops whenever possible.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

13

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

05

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

55

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Maniben Nanavati Women's College follows the UGC Regulations on Minimum Qualifications for Appointment of Teachers in Colleges. There is a performance appraisal system for teachers which is as follows:

1. **Self-Appraisal book:** Every year the faculty members are asked to submit their self-Appraisal book The Principal reviews the books and gives appropriate suggestions to teachers.
2. **Faculty log book:** The faulty log book is a record of daily log and this too is submitted to the Principal.
3. **Teacher's service book** is updated by administrative staff every year.

4. For Promotion the faculty members are given timely reminders for filling up their API. The API is verified by Principal and IQAC team members and the papers forwarded for further necessary actions.

5. Principal encourages teachers to finish their pending refresher and orientation courses and motivates them to publish research articles too.

The appraisal for the Non-Teaching Staff is done by the Office Superintendent. There is a confidential report format which is given to the staff. Yearly appraisal is done by the Office Superintendent and the Principal. Appropriate suggestions are given to the staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal Audit:

In the pandemic work was online and hence the system of Google Sheets was followed to consolidate data of accounts and was uploaded on the drive for ease of work. Audits were carried out as per the decisions for the financial transactions in the lockdown.

The Institution has a specified system for conducting internal and external audits on the financial transactions every year. For internal transactions of payments, the voucher system is used. Before making payments, the expenses under various categories are meticulously checked with the bills submitted. All vouchers are passed by the Principal before being accepted for payments.

The College accounts are audited every six months by our internal auditor (Mr. Sunil Dedhia Chartered Accountants). The balance sheet is presented and approved in the Managing Committee Meeting held yearly.

External Audit:

The Joint Director's Assessment of Salary and Non-Salary grant is conducted every 3 years. The files are submitted every year before 31st July to Joint Director's Office and Auditor General's Office, Mumbai with detailed information in their prescribed proforma i.e. A to K forms, Form No. 5 of Salary Assessment, and Form No. 6 of Non-Salary.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

35,00,031

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Managing Committee, Principal and IQAC always strive to identify and mobilise funds and resources. The purpose is to develop a resource base that will help us achieve the college goals and growth in general. Specific programs like research projects, scholarships for students and maintenance of the college campus are the focal point.

For Salaries: The salaries of teachers in Grant-in-Aid programmes are received from the State Government. For Self-Financed Courses the fees paid by students are a source.

For Other activities: Our affiliating University provides funds for NSS activities. Ministry of Human Resources Development and Indian Council of Social Sciences Research supports Conferences when appropriate proposals are submitted. University Grants Commission gives the aid offered to 2F- 12B colleges.

Scholarships: Our Management supports Fee Concessions. They have established a scholarship fund to give Need & Merit based scholarships to students. Project Akshaya (Breakfast Scheme) was started with Management support.

Maintenance of Infrastructure: Renovation and maintenance of the campus, IT facilities, software and hardware, Furniture and Fixtures, Electrical maintenance, Gardening and cleanliness expenses, AMC's are done by the management to maintain all systems. College Document Management System and Learning Management Systems are all funded by the management.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC is constantly working on quality improvement in various areas of curriculum development, teaching-learning, examination and evaluation, research and development. In the lockdown, the IQAC planned following two practices- Online Webinar and Career Guidance.

Webinar: Two webinars were organised for teaching staff-

1) "Understanding & Tackling a Few Unattended Areas of the NAAC Assessment", on 10th May, 2020. It was attended by about 1000 teachers from other colleges and universities.

2) "Impact of NEP on Quality Parameters in Institutions of Higher Education"; organised on 30-04-2021, in collaboration with NAAC, Bangalore.

Internship & Online Courses: Due to the economic crises in many families and to prevent drop outs, IQAC suggested to Placement Cell a strategy to encourage students for internship.

1) Internshala: Students were selected by about 35 companies under Internshala. Many students got paid for their internship which was a financial support to them.

2) Aspire for Her: Placement Cell signed a MOU with 'Aspire for Her' through which many students did online courses.

3) College also organised careers guidance talk, resume writing workshops, guidance for competitive exams and talks on progression.

4) Placement cell organised an online placement drive and two students got selected for job.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Response :

The IQAC has brought changes in the teaching learning process as per the needs and maintains quality in procedures.

Mentoring Program:

Mentoring was started to help students for academic learning and co-curricular activities. The sessions with mentees focused on academics, stress issues, performance in exams, guidance for Add-on courses etc. IQAC prepares a master timetable for mentoring at the beginning of the year. Each mentor is assigned to 30 to 35 students. Mentoring sessions are held monthly between August and March every year. The records of attendance and a briefing of the session are documented in the prescribed format designed by IQAC.

During COVID-19 lockdown, online mentoring was offered to students to help them cope up with the Pandemic issues. The Drop-out rate of students during the lockdown was closely monitored and action taken to prevent it.

Teaching learning through ICT:

Institute has always encouraged using good teaching learning methods. Audio Visuals are frequently used for teaching. College has 5 smart classes, and we are planning to have our own LMS system. Since the pandemic and the need for online teaching, teachers underwent many online ICT training programs and have learnt to use Booklet, Google classrooms, Quizlet etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File

Upload details of Quality assurance initiatives of the institution (Data Template)

[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Our institution's mission is to empower women through access to higher education. The institution believes in equal opportunities for all and promotes equity. Gender awareness and equality have focused in different programs during the lockdown.

A webinar on Protection of Women from Sexual Harassments at Workplace and Protection of Women on Domestic Violence Act, 2005.

A 2 day national conference on "Women's Health: Social and Nutritional Perspectives".

RAAH (the initiative to create awareness regarding the Transgender community) conducted webinar's 'Gender Affirmative Surgeries: An Overview'; 'Decoding Gender'; Trans-Jan: A conversation with the members of the transgender community.

A student led initiative Satrangi- Haq Se; to promote conversations on issues related to gender orientation and sexual concerns conducted online activities for LGBTQA+ individuals.

WDC conducted online Genderlogue and International Women's Day.

Other facilities of college were not used in the lockdown. They are

- Round-the-clock security at the college gate.
- High walls of the campus.
- CCTV's for surveillance.
- Fire extinguishers for safety.
- Common room for students.
- SWAYAM- guidance and counselling centre.
- Doctor who visits every Tuesday.
- Diet counseling for students.
- Free Legal Counseling to students and their families.

File Description

Documents

Annual gender sensitization action plan	https://mnwc.edu.in/wp-content/uploads/2022/07/7.1.1-merged-with-question..pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	a. Safety and security b. Counseling c. Common Rooms

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above
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File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Institute has always encouraged environment friendly practices and also increased awareness of keeping surroundings clean. The importance of Swacch Bharat Abhiyaan has been emphasized by organising workshops, lectures and display of posters and slogans.

In the lockdown, though college was online, the environment friendly activities were conducted online. Also, in March 2021, IQAC planned a collaborative initiative with PTA, Alumni Association; Bombay Municipal Corporation and the NGO Mission Green Mumbai. The project was to install piped compost pit in the campus and start water harvesting from water stations on the 3 floors of the college building. Due to lockdown the project was delayed and actually launched in March 2021. The installation was attended by Mr. Bangar, Assistant Engineer (K WARD, BMC); Mr Mukherjee, Founder and Director of Mission Green Mumbai.

E-Waste was collected by keeping a box in the college for people to deposit e-waste in it. The collected e-waste was then given to Eco Friend Industries, Mumbai. The total e-waste collected was 15 kg.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File

		Uploaded
7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above	
File Description	Documents	
Geo tagged photographs / videos of the facilities	No File Uploaded	
Any other relevant information	View File	
7.1.5 - Green campus initiatives include		
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	B. Any 3 of the above	
File Description	Documents	
Geo tagged photos / videos of the facilities	No File Uploaded	
Various policy documents / decisions circulated for implementation	View File	
Any other relevant documents	View File	
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution		
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above	
File Description	Documents	
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded	
Certification by the auditing agency	No File	

	Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	View File
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Maniben Nanavati Women's College is committed to provide an inclusive environment that will lead to tolerance and harmony towards all and help create socially conscious citizens. We are a Gujarati Minority College and we aim to conserve regional languages and the national language, Hindi. Being a strong believer and follower of Gandhian values and principles we are committed to imbibe these values in our students.

In the lockdown, Gandhian studies centre (sponsored by UGC) conducted a Certificate Course on "Value education through Gandhian philosophy" from 4th to 11th August 2020. The 15-hour course was conducted online. Students spent 10 hours in lectures and 5 hours they were given various tasks, such as cloth bag making. They were also given different videos about Gandhiji's philosophies to view.

Two hundred and thirty two students appeared for the exam and certificates were given to the students who successfully cleared it.

Ten speakers spoke Gandhiji's philosophies and ideologies. Some of the prominent speakers included Kanya Padayachee (Durban Institute of Technology), Rukaiya Joshi (SPJIMR) and Lakshman Gole (a former criminal who was reformed by Gandhiji's philosophies and ideologies).

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

At MNWC, we follow the affiliating university guidelines. Degree programs have papers that highlight the values, rights, and duties of citizens. Some of them are- Women in Changing India (work-related rights, wages act); Current Concerns (fundamental rights and duties, human rights, legal systems and reforms); Business Law; Sociology of Marginalization; Industrial Sociology etc. We strive to make our students conscientious citizens.

To promote Integrity:

National Anthem was played/ sung at the start of all online events. Though it was lockdown, Independence Day was celebrated online to instill values of patriotism, love, and respect for the country in students.

To inculcate Values:

An online certificate course 'Value Education through Gandhian Philosophy' was conducted.

To make Aware about Legal and other Rights:

Department of Sociology organised webinars on 'Democracy and Secularism' and 'Protection of Women on Domestic Violence Act, 2005' to give an insight into domestic problems and issues which women were facing during the lockdown. They also were taught how to report the Police complaints.

Students attended the 'Celebration of Constitution Day: Reading of the Preamble to the Constitution of India' which was organised by NSS Cell, SNDTWU and also a webinar on Minority Rights.

File Description	Documents

Details of activities that inculcate values; necessary to render students in to responsible citizens	https://mnwc.edu.in/wp-content/uploads/2022/07/7.1.8-merged-with-question.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Celebrating national and international days, events and festivals is an essential part of learning. Therefore, at MNWC we observe several significant national and international events. Even in the lockdown, in the online mode we celebrated many days. Few of them are listed below-

- National Days:
- Independence Day
- Gandhi Jayanti
- Teacher's Day
- Hindi Diwas
- National Nutrition Week
- National Dowry Prohibition Act-1961

- National Consumer Rights Day
- Indian Psychologists Day
- Children's Day
- Reserve Bank of India Establishment Day.
- Premchand Jayanti
- Death Anniversary of Mahatma Gandhi
- International Days:
- Antararashtriya Ahimsa Divas
- Vishva Gujarati Bhasha Divas
- Mother Tongue Day
- International Women's Day
- International Yoga day
- International Mental Health day
- World Suicide Prevention Day
- World Tourism day
- International Student Day (Vachan Prerna Din)
- World Food Day
- International day of Disabled persons
- Other Days:
- 117th Birth anniversary of Mani Ba in collaboration with IQAC and FC Dept.
- SNTD University Foundation Day
- Maharashtra Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1

1. Title of the Practice: COUNSELING SERVICES FOR ALL
2. Objectives: To maintain mental health and well-being of students and staff.
3. Context: The pandemic disturbed the education of students. Students were demotivated and so online Counseling was provided to them.
4. Practice: The P.G Department of Psychology collaborated with Saantavan Mental Health Services and supported the students and staff. Online sessions were conducted by 2 counselors with prior appointments.
5. Success: More than 200 students attended workshops and clarified their doubts. Changes in their behaviour were reported.
6. Problems Encountered and Resources: Being an online platform some students who needed help, did not have the privacy at home were unable to opt for services.

Best Practice 2

1. Title of the Practice: RAAH- AN INITIATIVE TO EMPOWER TRANSGENDER PEOPLE
2. Objective: To increase awareness about transgender individuals.
3. Context: RAAH- digital platform initiated by students.
4. Practice: In the lockdown, RAAH conducted Clothes Distribution Drive and Food Distribution Drive with the support of generous organizations. Webinars were also organized. RAAH is on social media- Website: <https://raah.mnwc.edu.in>; Instagram: https://instagram.com/raah_manzil; Facebook: <https://www.facebook.com/raah.manzil>.
5. Success: The different initiatives were appreciated.
6. Problems Encountered and Resources Required: Getting the trust from Transgender community was difficult.

File Description	Documents
Best practices in the Institutional website	https://mnwc.edu.in/wp-content/uploads/2022/07/7.2.1-merged-with-question.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The institution's Vision Sa Vidya Ya Vimuktaye (Knowledge is that which liberates). In line with the vision, college focuses on empowering women through knowledge, skills and holistic development. The institution imparts education to women from all strata of society and diverse backgrounds.

For students-

During the pandemic, special online counseling was made available to all students. To prevent drop out of girls, scholarships were obtained from generous donors. Teachers took classes at a time convenient to few students who shared the mobile phone and data with siblings.

Students were encouraged to enroll for Swayam Courses. At college we have a NPTEL Local Chapter. From July 2020 to April 2021 a total of 237 students enrolled. Six of our teachers have enrolled as mentors. From January to April, 2021; 237 students registered for 424 courses. Two of our students topped and were given Elite+gold and Elite+silver Certificate.

The Divyangajan Cell was started in the lockdown in December 2020. Divyangajan students are given special attention. Different facilities are available for them. Also, Teaching Learning and overall developmental of Divyangajan students looked after.

The Kantaben Shah Research Centre was started in 2020. Teachers are motivated for research and higher studies.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of Action for the next academic year:

1. To have a Learning Management System for our college.
2. To develop an Academic Data Management System.
3. To start MOOC EXCEL for SY students.
4. To apply for Academic Autonomy.
5. To encourage Student Exchange Programs.
6. To motivate teachers for Research Projects and Publications.
7. To organize national and international Conferences in collaboration with other institutions and bodies like ICSSR.