



**Smt. Maniben M.P. Shah Women's College of Arts and Commerce
Matunga, Mumbai-19**

**“UTTHAAN”
Internal Quality Assurance Cell (IQAC)**

**Annual Quality Assurance Report (AQAR)
2017-2018**

Vision

Empowerment of Women through Quality Education to make them Competent, Self-reliant and Responsible Homemakers, Professionals and Citizens

Mission

Education for a living and for making a better living

Quality Policy

We aim to make higher education available to women students belonging to all socio-economic strata of society. While maintaining excellent teaching quality, we make learning need-based, skill-based and value-based, improving our students' all-round performance. We believe that true academic training, which adapts to the changing times, will make our students competent, self-reliant and responsible citizens. At the core of our institution's governance, we place transparency; for above board academic and administrative work will eventually withstand the challenges posed by the new competitive era.

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The Annual Quality Assurance Report (AQAR) of the IQAC**Part – A****AQAR for the year****2017-2018****1. Details of the Institution**

1.1 Name of the Institution

**Smt. Maniben M.P.Shah Women's College of
Arts & Commerce**

1.2 Address Line 1

**Smt. Parmeshwari Devi Gordhandas Garodia
Educational Complex 338, R.A. Kidwai Road**

Address Line 2

Matunga (E)

City/Town

Mumbai

State

Maharashtra

Pin Code

400 019

Institution e-mail address

021.mmpshah@gmail.com

Contact Nos.

022-24095869

Name of the Head of the Institution:

Dr. Leena R. Raje

Tel. No. with STD Code:

022-24042362

Mobile:

09920385557

Name of the IQAC Co-ordinator:

Mrs. Madhavi I. Sathe

Mobile:

09892544080

IQAC e-mail address:

iqacmmp@gmail.com

1.3 NAAC Track ID

MHCOGN 10626

1.4 NAAC Executive Committee

EC/65/RAR/22 Dated 25-10-2013

No. & Date:

1.5 Website address:

www.mmpshahcollege.in

Web-link of the AQAR:

<http://www.mmpshahcollege.in/aqar.php>**1.6 Accreditation Details**

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+		2004	5 Years
2	2 nd Cycle	A	3.61	2013	5 Years

Annexure No. 1 (A, B)

1.7 Date of Establishment of IQAC:

1st August. 2004

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR: 13th January, 2011
- ii. AQAR: 26th January, 2012
- iii. AQAR: 15th September, 2012
- iv. AQAR 26th April, 2014
- v. AQAR 12th February 2016
- vi. AQAR 22nd December 2017

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution: Co-education Men Women Urban Rural Tribal **Financial Status:** Grant-in-aid UGC 2(f) UGC 12B Grant-in-aid + Self Financing Totally Self-financing **1.10 Type of Faculty/Programme**Arts Science Commerce Law PEI (Phys Edu) TEI (Edu) Engineering Health Science Management

Others (Specify)

-

1.11 Name of the Affiliating University

SNDT Women's University, Mumbai

1.12 Special status conferred by Central/ State Government--**UGC/CSIR/DST/DBT/ICMR etc**

Autonomy by State/Central Govt. / University	<input type="checkbox"/>		April 2016 (Annexure IC)
University with Potential for Excellence	<input type="checkbox"/>	UGC-CPE	
DST Star Scheme	<input type="checkbox"/>	UGC-CE	<input type="checkbox"/>
UGC-Special Assistance Programme	<input type="checkbox"/>	DST-FIST	<input type="checkbox"/>
GC-Innovative PG programmes	<input type="checkbox"/>	Any other (Specify)	<input type="checkbox"/>
UGC-COP Programmes	<input type="checkbox"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>		
2.3 No. of students	<input type="text" value="-"/>		
2.4 No. of Management representatives	<input type="text" value="02"/>		
2.5 No. of Alumni	<input type="text" value="-"/>		
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="-"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>		
2.8 No. of other External Experts	<input type="text" value="02"/>		
2.9 Total No. of members	<input type="text" value="14"/>		
2.10 No. of IQAC meetings held	<input type="text" value="06"/>		
2.11 No. of meetings with various stakeholders:			
Faculty	<input type="text" value="03"/>	Students	<input type="text" value="-"/>
Non-Teaching Staff	<input type="text" value="01"/>	Alumni	<input type="text" value="-"/>
		Others	<input type="text" value="02"/>

2.12 Has IQAC received any funding from UGC during the year? No

Note: Rs. 300,000/- was received in the year 2014

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos . International National

State Institution Level- Workshops

(ii) Themes:

Workshops were organised by the IQAC for different stakeholders at the college level:

- **For the teaching faculty:** - The IQAC, 'Utthaan' along with the BCA Department of Dr. BMN College and the Computer Training Center of our college arranged a 6 days ICT Training Programme for all Faculty members from 8 January to 13 January 2018. Additional sessions for Excel and Animoto were held on 18 January and 22 January 2018 respectively.
- The IQAC in association with the Psychology department organised a workshop on Teaching, Learning and Contemporary Evaluation Methods by Dr. Geeta Shetty, Associate Professor, St. Xavier's Institute of Education on 20-3-2018. This program was organised for the teaching faculty from our college, faculty members from BMN College of Home Science, Ruparel and SIWS College also attended the workshop
- The IQAC in association with the Library organised a lecture on IPR by Dr. Sameena Hasan for all faculty members on 5-3-2018. Students of the BCA, Dr. BMN College of Home Science and Principal of SMES Nursing College, Mrs. Anjali Katdare also attended the lecture.
- Along with the Department of Management Studies the IQAC organised a lecture on "Teachers by Design or by Default" by Mr. Gerald D'cunha, Life-coach for Degree and Junior College teachers on 14 Oct. 2017.

For IQAC members:-

- Dr. Mangaonkar, Principal of Khalsa College was invited to give his guidance on CPE Grant Utilisation on 14 December 2017. Dr. Ashok Salve was also invited to interact with IQAC members and give his inputs for utilisation of CPE Grant on 11 December 2017.

2.14 Significant Activities and contributions made by IQAC

The significant activities undertaken by the IQAC this year are: -

- The IQAC newsletter Utthaan was released on the College Website on 5 September 2017. The theme for the newsletter was the UGC CPE status awarded to the college and utilisation of the grant.
- The AQAR was submitted to NAAC on 22-12-2018
- The IQAC prepared proposals for RUSA as part of the Institutional Development Plan (IDP) for the SNTD Women's University.
- The IQAC members were also involved as the Planning Board members for CPE Grant planning and utilisation
- The IQAC prepared the second proposal for CSR grants from SAS India Ltd. The college could develop 3 more Advanced Smart Classrooms and the Basic Smart Classrooms developed from the earlier grant were upgraded to Advanced Smart Classrooms with the CSR Grant.
- The process for Academic Audits, Departmental budgets and Submission of Self-Appraisal by teachers was streamlined
- Association with Welingkar's Institute for Bayer's Training Programme

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Modifying the process of Departmental Budgets	The budget format was designed by the IQAC and circulated to all Department and committee heads. The heads were instructed to plan a budget which was practical, realistic and achievable. The budget included planning of finances for activities that will be conducted in the current year such as visits, guest lectures, workshops, value added courses. The Head of Department submitted the budget which was approved by the Principal after discussing the same.
Planning for expenditure under the CPE Grant	The IQAC members were involved in the utilisation of the UGC-CPE Grant. The responsibility for Budget heads as given by the UGC was divided amongst the IQAC members for planning and executing. The members met regularly to discuss and give an update on the progress. The utilisation for the Recurring Grant was sent to the UGC for approval.
Implementation of revised process of conducting Academic Audit	The Academic Audit process was conducted in the month of August-September 2017. The departments were evaluated with the help of a score sheets designed by the IQAC based on the NAAC criteria. A meeting of all faculty members was conducted by the Principal to discuss the audits and the process. Two internal teams comprising of 4 faculty members each (from the IQAC and other faculty), diligently checked the documentation and scored the departments. At the end of the audit, a copy of the scores obtained was given to the department. The feedback given by the internal audit teams and the departments will help in further modifying the score sheets for the next audit.

Smt. Maniben M.P. Shah Women's College of Arts and Commerce

AQAR 2017-2018

2.15 Whether the AQAR was placed in statutory body? Yes No

Management Syndicate Any other body

Provide details of action taken

Maniben
**HON. SECRETARY
SEVA MANDAL EDUCATION SOCIETY**



Part – B
Criterion – I
Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	07	01*	08	-
UG	12	01*	08	-
PG Diploma	02	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	06**	08**	13+1#	14
Others	02	-	-	02
Total	29	10	30	14

Interdisciplinary	01	-	-	-
Innovative	13	-	-	-

* Annexure no. 2 Details of Programmes offered by the College and MGHAVV

** Annexure no. 3. Details of Value Added courses started in 2017-18

1# Certificate course in Modi Script is partially funded by UGC-CPE grant

04 PG programmes, 02 UG programmes, 02 PG Diploma under Mahatma Gandhi Antarashtriya Hindi Vishwavidyalay, Wardha in the Distance Education mode

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options:

- **Core/Elective options: BA, B.Com, BMS, BAMB**

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	14
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback: Online Manual

Co-operating schools (for PEI)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The SNTD Women's University revised the syllabus for the following subjects:

1. First Year B.Com. Economics
2. First Year B.Com. Commerce
3. Second Year B.Com. Accountancy
4. Third Year B.A. Psychology
5. Third Year B.A. Sociology
6. Third Year B.A. English
7. Third year B.A.(Mass Media)

1.5 Any new Department/Centre introduced during the year. If yes, give details.

With affiliation of SNTD Women's University and upon obtaining permission from Govt of Maharashtra, college has started following two programmes:

- 1) **Economics** as a Discipline component in the English Medium for Bachelor of Arts
- 2) Additional specialisation **Advanced Management Accountancy and Auditing** started for M. Com students.

Criterion – II**Teaching, Learning and Evaluation****2.1 Total No. of permanent faculty**

Total	Asst. Professors	Associate Professors	Professors	Others
25	15	09	01 Principal	

2.2 No. of permanent faculty with Ph.D.**12****2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year 2017-18**

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	05	-	-	-	-	05		05	05

2.4 No. of Guest Faculty**--****Visiting Faculty****10****Temporary Faculty****21****2.5 Faculty participation in conferences and symposia:**

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops (Annexure No. 10)	05	08	06 Local Level 06
Presented papers (Annexure No.6)	18	11	--
Resource Persons (Annexure No.15)	01	01	02 Local 01

2.6 Innovative processes adopted by the institution in Teaching and Learning:A detailed description is given in **Annexure No. 4 and 5**

2.7 Total No. of actual teaching days during this academic year 180 days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple-Choice Questions)

- For UG programs, Semester III IV, V and VI and for PG programs, all Semester examinations are conducted by SNDT Women's University.
- For UG programs, the Semester I and II examinations are conducted at the College level.
- For UG programs for all the semesters, internal assessment of 25 marks is conducted by the college. An average of the marks obtained in at least 3 internal assessments is calculated that includes one written test and 2 innovative evaluation methods such as skits, power point presentations, online submission of assignments, practical, field visit reports.
- At the college level, for conducting the end of semester examination (I and II), 2 sets of subject-wise question papers are set by faculty teaching those papers. The sets are approved by the head of the department and then submitted as a soft copy to the Examination Committee on a pre-decided date of submission. At the time of examination, one set is randomly selected by the committee for printing.
- The student is provided with facilities of verification of marks, revaluation and photocopy of answer sheets both at the college and university levels.
- A Grievance Committee for Examinations looks into all matters related to malpractices during examinations and their redressal as per guidelines of the University

2.9 No. of faculty members involved in curriculum restructuring/ revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Members on Board of Studies:

07 (Annexure No.7)

Faculty members attending Content analysis workshops:

16 (Annexure No.8)

Faculty members on Syllabus Restructuring committees:

01 (Annexure No. 9)

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage: 2017-18

Title of Programme	Total no. of students appeared	Division in terms of %				
		Distinction	I	II %	III %	Total (Pass %)
BA	157	-	4	57	19	80
B.Com	196	1	16	45	10	72
BMS	55	-	33	49	4	86
BAMM	35	9	71	17	-	97
B.com AFI	95	22	61	9	1	93
MA Counselling Psychology	22	5	82	13	-	100
MA Hindi	7	29	43	28	-	100
MCom Marketing Management	30	50	43	-	-	93

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- The IQAC has been preparing of the **Academic Calendar** for every semester. The **Annual Academic Plan Book** designed by the IQAC is maintained by every teaching faculty to plan lessons, to record lectures conducted, the teaching method used and activities conducted in the department. The Academic Plan Book is submitted to the departmental head, Faculty In-charge/ Vice Principal at the end of every month for reviewing purpose. In order to acquire feedback for teachers from students a **Teacher Assessment Questionnaire (TAQ)** has been designed and used. The TAQ designed as a Google form is filled on-line by students as per a schedule prepared. The TAQ has been translated into Hindi for students learning in regional languages. In the academic year 2017-18, along with the TAQ, feedback was sought from students related to the curriculum, infrastructural facilities and support services available in the college. This feedback was also analysed and action was initiated accordingly.
- The Key Result Area (KRA) Team for Criterion II, Teaching- Learning and Evaluation has been encouraging departments to use innovative and a variety of

teaching and evaluation methods such as ICT techniques, group discussions and debates, film screenings and discussions for teaching, learning and evaluation.

- The IQAC organised a week-long ICT Training Program for all faculty in collaboration with the College Computer Training Centre and the BCA Department of Dr. BMN College of Home Science. The details of the program are given in **Annexure No. 11**
- The IQAC also organised a workshop conducted by Dr. Geeta Shetty, Associate Professor, St. Xavier's College of Education on "Teaching, Learning and Contemporary Evaluation Methods". This workshop was organised along with the Department of Psychology. Besides the college faculty, teachers from neighbouring colleges- Dr. BMN College of Home Science, Ruparel College and SIWS College also participated in this workshop.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	01
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others 7-days ICT Training Program	45

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	30	05	00	00
Technical Staff	00	00	00	01

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the Research cell in Sensitizing / Promoting Research Climate in the institution

- For the academic year 2017-18, Annual Budget comprising various research related activities was submitted.
- Third volume of in-house research journal '**Concept**' with Index Number was published.
- A series of lectures called 'Inspiring Research' were held for post graduate students to promote research culture-
 - First session of the series titled 'Importance of Title, Objectives and Hypothesis in Research' was held on 5th February 2018 by Dr. Arvind Dhond, St. Xavier's College for M. Com., MA (Psychology & Hindi) students as well as interested staff members.
 - Second session of the series titled 'How to write good research paper' was held on 27th February 2018 by Dr. Savitri Kulkarni, Welingkar Institute of Management & Research for MA (Psychology) and M. Com. students. On the same day, Dr. Satish Pandey, HOD, K G Somaiya college, conducted lecture titled 'How to write good research paper' for MA (Hindi) students.
 - Third session of the series was a workshop on 'Using SPSS package for statistical analyses' by Ms Manisha Pandey, Lecturer, Joshi Bedekar College of Arts, was conducted for MA (Psychology) students on 9th March 2018.
- A document titled 'Code of Ethics in Research' was prepared by the sub-committee of Research Cell. This was approved by Research Cell and subsequently by Management.
- Minor research proposals of six faculty members were received for funding by management. Internal expert committee evaluated the same and four proposals were approved for further process. The projects were further scrutinised by Ethics Committee of Seva Mandal Education Society on 7th March 2018. After incorporating suggestions given by Ethics Committee, the four proposals were sent to experts in the field for final approval on 23rd March 2018. (**Annexure No 12**)

3.2 Details regarding major projects **NIL**

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.3 Details regarding minor projects: **(Annexure No: 12)**

	Completed	Ongoing	Sanctioned	Submitted
Number	--	4	4	--
Outlay in Rs. Lakhs	--	1.00	1.00	--

3.4 Details on research publications: **(Annexure No.13 and 14)**

	International	National	Others
Peer Reviewed Journals	35	11	-
Non-Peer Reviewed Journals	-	-	-
E-Journals	01	-	-
Conference Proceedings	06	01	-

3.5 Details on Impact Factor of Publications

Range Average h-index Nos. of SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	2 years	Smt. M M P Shah Women's College of Arts & Commerce	Rs1.00 lakh	Rs1.00 lakh
Students research	--	--	--	--

projects (other than compulsory by the University)				
Any other(Specify)	--	--	--	--
Total	--	--	1.00	1.00

3.7 No. of books published:

i) With ISBN No. Chapters in Edited Books **Annexure No.15**ii) Without ISBN No. 3.8 No. of University Departments receiving funds from: **NIL**UGC-SAP CAS DST-FIST DPE DBT Scheme/funds 3.9 For colleges Autonomy CPE DBT Star Scheme INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

Rs.6,600/-**Revenue from Counselling Cell**

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	2	1	--	--	--
Sponsoring agencies	International Seminar in Economics partly sponsored by Learnopedia, Gladwyn Graphic	Partly sponsored by PGSR-Hindi, SNDTWU	--	--	--
	International Seminar in Sociology partly sponsored by Modern V. R. Security Force Pvt. Ltd.				

3.12 No. of faculty served as experts, chairpersons or resource persons **Annexure No: 15**

3.13 No. of collaborations: International National Any other

3.14 No. of linkages created during this year:

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this Year: **NIL**

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards / recognitions received by faculty and research fellows of the institute in the year: **Annexure No.16**

Total	International	National	State	University	Dist	College
1		1	--	--	--	--

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph. D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="335"/>	State level	<input type="text" value="25"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="4"/>	State level	<input type="text" value="2"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value=""/>	College forum	<input type="text" value="7"/>
NCC	<input type="text" value="--"/>	NSS	<input type="text" value="6"/>
		Any other	<input type="text" value="--"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility:

- **Department of Sociology and Help Age India** organized an awareness session on "The Maintenance and Welfare of Parents and Senior Citizens Act, 2007", on 7th March 2018. 175 students, faculty members and 75 senior citizens attended the session.
- **BMS Dept.:** organized 15 days" Basic Computer Course training in collaboration with St. Catherine's Home, Versova. Nearly 25 students from BMS dept. imparted training to 100 children.
- **Department of Home Economics** observed World Breast-Feeding Week with L&T Medical Centre. Various programme such as poster and chart display, lecture-demonstration on Importance of Complementary Feeding for infants, skit on Importance of Breast feeding were organised for the residents of Milind Nagar slums, Powai.
- **Department of Foundation Courses** organized Internship Program for B.A II English Medium students. As a part of the social work component, this activity was planned so as to sensitize the students to various contemporary issues and problems prevailing in the society. The students conducted activities in various NGOs such as Salaam Bombay Foundation, Byramjee Jeejeebhoy Home for Children, Don Bosco

Shelter for Women, Society for Human and Environment Development, Gulshan-A-Toiba Foundation as per their requirements. Dept. has also collaborated with Manav Seva Sangh for extension work.

- **Department of Psychology:** A workshop on "Career Guidance" was conducted for students of 10th standard of K.G. Patil Vidyalaya, Deoghar, Wada. A similar workshop was conducted for tribal students of Shaas Maadhya Ashramshala under the Adivasi Vikas Vibhag, Budhaavali and Wada.
- **Samvedana Counseling Cell:** College Counsellor along with the MA interns conducted workshops at Andhra School under the Urban Outreach Programme of the Department of Psychology. On 'Importance of education and study skills' for six divisions for 9th standard students of Andhra School, Wadala, on 1st and 8th February 2018. The students were explained the importance of regular studying, and of the use of strategies that help in effective learning and building of transferable skills. A workshop on 'Effective study skills' for selected weak SSC students of on 2nd February 2018 and conducted an interactive session with students of VIII standard on 12th April 2018.

Consultation Services for Amulakh School

The counselling centre of the school was visited regularly by college counsellor. Guidance regarding documentation, assessments and individual cases was provided to promote and ensure effective functioning of the counselling centre.

- **NSS Unit** organized Blood Donation, tree plantation, swachta abhiyaan in collaboration with Lions' Club of Sion and LTMG Hospital, Sion. NSS unit adopted Mamnoli Village in Thane district and Wadala Gate no-4, a slum locality near college and organized various programmes such as notebook and toys distribution, tree plantation, and cleanliness drives.
- On 24, 25 July 2017, Road Safety Workshop organized by NSS Unit in collaboration with United for Road Safety. 35 volunteers per day participated in this workshop. The aim of workshop was to make the students aware about the road safety rules and regulation, how we drive safe, identify the different sign and colors of signals etc.
- **Hiroshima Rally:** On 6th August 2017, 108 volunteers participated in 'Hiroshima Day' rally from Azad Maidan to Hutatma Chowk. Volunteers held banners and posters displaying their stand against disharmony in the world and expressed a need for tranquillity. The rally was organized by Sarvodaya Mandal Mumbai.
- **Cleanliness Drive:** On 11th August 2017, NSS Unit participated in Cleanliness Drive Awareness programme at King Circle Railway station, collaboration with Central Railway Station Mumbai Division. Volunteers prepared slogans and posters related to the Cleanliness at Railway stations and displayed them on the platform to create awareness amongst the passengers. Besides arranging for cleanliness activity, the volunteers were also on a drive to educate passengers on keeping the platform clean through an oath and sign campaign. Media coverage has been done of this event. The King's Circle station received an award from.... The NSS Unit of the college was felicitated by the Station Master for their contribution to the cleanliness of the station.
- **Blood Donation:** On 16th September 2017 NSS unit of Smt. MMP Shah College in co-operation with LTMG Hospital Sion and Lions Club of Sion organized Blood donation drive. Total 21 students, teachers and office staff donated blood.

Criterion – IV**Infrastructure and Learning Resources****4.1 Details of increase in infrastructure facilities:**

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4650sq. Mts.	--	--	4650sq. Mts.
Class rooms	40	03 Classrooms Upgraded as Smart classrooms. 03 Basic Smart classrooms upgraded to Advanced Smart rooms- AV Room, Psychology Lab, Room no 8	SMES-SAS CSR funds	Total number of classrooms = 40 Total number of Smart Classrooms= 09
Laboratories	10	--	--	10
Seminar Halls	01	--	--	01
No. of important equipment purchased (\geq 1-0 lakh) during the current year.	07	--	-	07
Value of the equipment purchased during the year (Rs. in Lakhs)	12,13,141/-	--	UGC-CPE; UGC XII Plan	
Others:				
Sound Recording & Video Editing Studio	02	--		02
Library	01			01
College Hall	01			01
Computer Labs	05			05

4.2 Computerization of administration and library

The following Administrative processes are computerized.

Students: Admission, Student Enrolment, Examinations and Results

Staff: Salary, PF Accounts, Staff Attendance and Leave Records

Correspondence: Inward and Outward correspondence documentation, correspondence with UGC, SNDT Women's University, Joint Director of Education, Government of Maharashtra.

Library: Book Acquisition, Cataloguing, OPAC, Circulation of books to staff, Barcoding of books, Stock taking, Availability of INFLIBNET and Open Access resources, Library Orientation to new students, Library Website

4.3 Library services:

	Existing (2016-17)		Newly added (2017-18)		Total	
	No.	Value	No.	Value	No.	Value
Text Books#	255	41415.25	96	14624.47	351	55927.22
Reference Books	97	66342.58	199	198038.27	296	263529.85
e-Books	0	0	0	0	0	0
Journals	27	22734	29	132091.2	29	154825.2
e-Journals*	0	5750		5900	0	11650
Digital Database*	0				0	
CD & Video	0	0			0	0
Others (General book & Reference sources)	13	3461.55	41	8778.07	54	12239.62

#Including Book Bank, UGC and CPE Grants

* Access to E- journals and digital databases are offered through INFLIBNET N-List as well as online databases extended by the SNDT Women's University Library. Select Online Open Access Resources are facilitated through the library website.

4.4 Technology up gradation

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Dept.	Others
Existing	184	05	184	01 Centre with 08 Computers	5	21	9 laptops+ 2 Mac Desktops (BMM studio)	16
Added	13	01	13	-	01	00	07	00
Total	197	06	197	01	06	21	16	16

4.5 Computer, Internet access, training to teachers and students and any other programme for technology Upgradation (Networking, e-Governance etc.)**For students, the access to internet and computers is given through:**

- Wi-Fi enabled College campus
- A total of 5 Computer laboratories and a Language laboratory set up in the current academic year
- An Internet corner with 8 computers is available for students
- Departmental laptops are available for use by the students
- Students have access to the CD ROMS on various topics available in the library.
- A 50" TV screen was installed in the College Foyer to telecast News channels and other informative programmes.

Training of students in ICT is enabled through-

- 100 hours Compulsory Computer Training for BA and BCom students
- BCom programme has a specialisation in Computer Application as a Vocational Course
- The BMM students learn skills of video editing and sound recording with the help of a trained technical instructor in the studios.
- The BMS students have a certificate course in CorelDraw

For teachers:

- A 7 days training Programme in ICT Tools and Using Smart Classroom was organised for all teachers by the Computer Training Centre of our college in association with the BCA Department of Dr. BMN College of Home Science and the IQAC

Technology Upgradation:

- Computer hardware and software is upgraded regularly
- The College with sponsorship from SAS India Pvt Ltd set up 3 Advanced and 3 Basic Smart Classrooms in 2016-17. With an additional Grant from SAS India Pvt Ltd, the Basic Smart classrooms were upgraded to Advanced smart classrooms. 3 more rooms were converted into smart classrooms- Audio-Visual Room, Psychology Laboratory and Room no 8. These classrooms were used for the Employability Skills Training Programme as well as by teachers for making classroom teaching more effective.

4.6 Amount spent on maintenance in lakhs:

i) ICT	4, 00,300
ii) Campus Infrastructure and facilities	8, 93,819
iii) Equipment	11,900
iv) Others	-
Total :	13, 05,619

Criterion – V**Student Support and Progression****5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

- IQAC facilitated Life Skills Programme for all of B.A (English medium and Marathi medium, Sociology, Hindi, Gujarati and Psychology) and B.Com the students across all faculty through the Counselling Cell. MA Counselling Psychology students who intern with the Counselling Cell were involved in the LifeSkills workshops. Interactive workshops on topics such as Stress Management, Anger management, Communication Skills, Assertiveness, Self Esteem, Nutrition and Hygiene, Self-Acceptance and study Skills were covered.
- IQAC facilitated Value-added courses for students through CPE grant. The Value added courses were planned by the IQAC in collaboration with the departments. The value added courses which were started are listed in **Annexure No. 3**. The planning for a training centre for competitive examinations as proposed in the CPE grant was undertaken.

5.2 Efforts made by the institution for tracking the progression

- The UG & PG Depts. as well as Professional Courses try to keep in touch and track the progress of their Alumni through Google groups, Facebook pages and other Social Networking Sites.
- This year, the Departments of Hindi, BMS and Marathi medium invited their alumni for an informal get-together.
- Departments invite Alumni as resource persons and judges. The Department of Hindi invited Dr. Poonam Patva; our Alumni from 1992 batch as a judge for inter collegiate Students' Seminar.
- Department of Accountancy invited 2 alumni Ms. Pragati Mishra and Ms. Bhuvaneshwari to give a motivational talk to the T.Y.B.Com students
- Ms. Rucha Patki, our Alumni is a member of College Development Committee.

5.3(a) Total Number of students 2017-18

UG	PG	Ph. D.	Others
1873	154	-	-

(b) No. of students outside the state

None

(c) No. of international students

None

Men		Women	
No	%	No	%
		2027	100

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1542	201	02	152	NIL	1897	1621	230	33	143	02	2027

Demand ratio -1:1 Dropout %: 9.97%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- College Central Library has resources available in the library for preparation of competitive examinations.
- Placement Cell of our college organised an informative lecture on “Competitive Exams as Career Avenues” for all TYB.Com, B.Com –AFI, BA & BMS students on 29th November, 2017.
- Dept. of M.Com organised a workshop for preparation of NET/SET examination on 11th February, 2018 for the MCom students and Alumni.
- M.A Hindi Dept. organised a workshop on preparation of NET/SET examination for their students on 12th October, 2018. 06 in-house students and 29 students from other colleges (Khalsa College, SIES College, R.N.Ruia College, R.J College, Birla College) attended the same.

No. of student beneficiaries

1015 students

5.5 No. of students qualified in these examinations

NET	01*	SET/SLET	--	GATE	--	CAT/ CET	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	--

1. *Ms. Siddhi Mhasde: MCom

5.6 Details of student counselling and career guidance

Psychological Assessment and Counselling was done for students who approached the Counselling Cell "Samvedna" for problems ranging from health to careers and relationship issues. The Counselling Cell conducted need-based Life Skill Program for all UG students. The cell also conducts free Aptitude Testing and Career Counselling for students of our college.

Personal Counselling and assistance were given to 49 students of our college. Vocational guidance was given to 27 students of our college.

07 outsiders approached the counselling centre for personal counselling and vocational guidance

A Career Fair was organised by TechnoServe through the Placement Cell in our college premises on 13th March 2018. A total of 41 students were placed with a minimum package of 1,80,000 /-.

No. of Students benefitted

663

5.7 Details of campus placement: Annexure No: 22

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
12	177	92	112

5.8 Details of gender sensitization programmes:**Gender Sensitization activities 2017-18**

BRAIN STORMING: Women's status in India, University Song Motto, Human Rights Violations related to women, Role of women in Media, Gender stereo types

GROUP DISCUSSIONS: Women's Rights, Problems of working women in India, Women and Poverty, Girl child labour. Role of social reformers for women education in India

FILM SCREENING: Screened the following films relating to gender sensitization- Tiriya Charittar, Aandhi, Suraj Ka Satvan Ghoda, Water, Provoked, Mirch Masala, Laxmi, Chaar Diwari,

DEBATE: Gender disparity, Demystification of Laws for Women in India, Do women have the right to Divorce?

ROLE PLAY: Domestic Violence, Women Trafficking, Women's Right to Education,

EXTEMPORE: Socialization of the Girl Child in India, Role of women in Advertisements, songs on women roles in society,

The ICC organised a program on "Unite to End Violence Against Women" on 28th November, 2018. 250 students of our college attended the same.

5.9 Students Activities**5.9.1 No. of students participated in Sports, Games and other events**

State/ University level National level International level

162 students participated in International Yoga Day at the College and SNTWU.

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Annexure No: 18

Cultural: State/ University level National level International level

Annexure No: 19

5.10 Scholarships and Financial Support Annexure No: 20

Total Number of Students in College: 2027	Number of Students	Amount
Financial support from institution	51	1,63,597/-
Financial support from government	35	4,67,100/-
Financial support from other sources	301	14,74,301/-
Number of students who received International recognitions	-	-
Number of students who received National recognitions	-	-

5.11 Student organised / initiatives

Fairs: State/ University level/ College National level International level

Exhibition: State/ University level/ College National level International level

- The BMS organises Aakaar- an intercollegiate festival and BAMB organises Razzmatazz
- NSS Unit organised a Poster and Slogan Display and a Street play on Road Safety on October 2017 in association with United Way
- Environment week celebrated by Department of Commerce during 11 December to 19 December, 2017 Mime Act, Movie Screening, rally, poster painting and awareness about hygiene
- Mental Health Week charts- Mental health awareness programme held by Department of Psychology from December to February, 2018

5.12 No. of social initiatives undertaken by the students

- Home Economics- Breast Feeding Week awareness program through Skit, recipe demonstration, exhibition of charts, posters, slogans on 11th August, 2018 at Milind Nagar, Powai, Mumbai in collaboration with L& T Medical Centre
- Voter ID campaign by Sociology Dept. on 24th August, 2018 at Wadala Gate no. 4, Mumbai
- Mental Health week chart display in college for creating mental health awareness was undertaken by UG and PG students of the Psychology to mark the Mental Health Day on 10 October 2016
- 25 students from Sociology Department celebrated Valentine's Day at Nana-Nani Park, Shivaji Park, Dadar, Mumbai in collaboration with HelpAge India on 14th February, 2018
- On 7th March, 2018, Awareness session on "The Maintenance and Welfare of Parents and Senior Citizen Act 2007 with 75 senior citizens in collaboration with HelpAge India was organised by Sociology Department.

5.13 Major grievances of students (if any) redressed:

Based on the demand by students for a Language lab to improve their English language skill, the college set up a Language Lab this academic year

Academic Advancement Centre was started to improve the academic performance of the student by aiming to realise their academic potentials.

Criterion – VI**Governance, Leadership and Management****6.1 State the Vision and Mission of the institution**

Vision: Empowerment of Women through Quality Education to make them Competent, Self-reliant, Responsible Home-makers, Professionals & Citizens

Mission: Education for a Living and for Making a Better Living

6.2 Does the Institution have a Management Information System:

- The College has sent data to the HRD Ministry, Government of India through All India Survey on Higher Education (AISHE) for the years **2011-2012, 2012-2013, 2013-2014 and 2014-2015, 2015-16, 2016-17, 2017-18**
- The College fills in information in the MIS forms provided by the Joint Director of Education, Government of Maharashtra.
- The processes of Admissions, Fee Payment, Inward-Outward Register, Examinations and Salary Components have been digitised.

6.3 Quality improvement strategies adopted by the institution for each of the following:**6.3.1 Curriculum Development**

With help from the UGC XII Plan and UGC-CPE Grants value-added courses were planned and started. These included-

Course in Hindi Translation- Department of Hindi

Course in “Modi” Script- Department of Marathi

Athlete Management Course for Sports students – Department of Psychology

Language Laboratory became functional and English language training was facilitated

The Self-financing courses started the following value-added courses-

“From Backpack to Briefcase” – Department of Management Studies

Basic Photography - Department of Mass Media

Course in Digital Marketing

Course in Advanced Tally with GST } PG Department of Commerce

Course in Advanced Excel }

The college had sought permission from the University to start additional specialization in Arts and Commerce sections. The following programmes received approval and were started-

Economics as a Discipline Component in the Arts Faculty in English Medium- and **Advanced Management Accountancy and Auditing** -an additional specialization in MCom

6.3.2 Teaching and Learning

- The Academic Calendar is prepared by the IQAC for every semester
- The Academic Plan Book designed by the IQAC is filled as a log by every teacher which helps to maintain a record of academic activities
- Departments have made extensive use of the smart classrooms for enhancing the teaching-learning process.

Academic Advancement Centre:

- A centre for conducting various value addition courses, targeting various sections of students became functional. The centre in association with the Psychology Department conducted a learning level test for all students. This helped in identifying academically weak and advanced learners. A number of programmes were then conducted for these students which helped students to learn according to their learning levels

6.3.3 Examination and Evaluation

- The College has a semester system where 75% marks are allocated for the end of semester examination and 25% are for continuous internal assessment.
- The College follows university rules and procedures for conducting the first-year exams.
- The students have the provision for re-verification and revaluation of their papers as well as getting a photocopy of their answer sheets. This is followed at the college level as well.
- Departments are encouraged to include atleast 2 innovative evaluation methods as internal assessment such as- PowerPoint presentations, student's seminars, reports of field visits, discussions following film screenings, on-line submission of assignments, role-play and skits. This is done so that students develop skills such as self-study, experiential learning, creativity and analytical abilities.
- For the first-year semester examinations, the departments submit 2 copies of papers online to the Examination Committee. The committee selects any one set for printing for the current semester. A Duplo machine is available near the Principal's cabin for printing the questions papers.

6.3.4 Research and Development

- The Research Cell presented a budget for research activities which was sanctioned by the management.
- Lecture series entitled: "Inspiring Research" was initiated. The sessions were held in the months of February and March.
- Faculty Minor Researches, funded through the management were facilitated in order to encourage faculty members to undertake research projects. The projects were approved for funding by the management only after Ethics Committee scrutiny.

6.3.5 Library, ICT and physical infrastructure / instrumentation (newly added)

Make Library resources accessible:

- The Library has its own website which is linked to the college website; <https://sites.google.com/site/goshahlibrary>
- Access to E- journals and digital databases are offered through INFLIBNET N-List as well as online databases extended by the SNTD Women's University Library. Select Online Open Access Resources are facilitated through the library website

Infrastructure/ICT infrastructure and Instrumentation Additions:

- The College received CSR funds from SAS India Pvt Ltd: Three Basic Classrooms were upgraded and an additional three Smart Classrooms became functional, taking the total number of classrooms to **09**
- A digital podium was procured through the SAS CSR funds
- Departments of Accountancy, Marathi, Home-Economics and Foundation Courses received laptops for department use under the UGC XII Plan grant.
- The Food science laboratory received additional refrigerator under the UGC XII Plan grant

6.3.6 Human Resource Management

Self-Appraisal and Feedback

- The feedback system was further strengthened by streamlining procedures for Departmental Budgets, Self- Appraisal and Peer Appraisal of teaching and non-teaching staff, Departmental Academic Audits. The Student Feedback (Teacher Assessment Questionnaire) was translated in Hindi for students studying in regional languages and made available online for all students.
- API verification and follow up with University for three faculty members was carried out in the month of July-August to facilitate the process for their CAS promotion.

Faculty Development:

- The IQAC organised workshops for teachers on ICT Training, Teaching, Learning and Contemporary Evaluation Methods and IPR.
- Dr. Mangaonkar, Principal of Khalsa College was invited to give his guidance on CPE Grant Utilisation on 14 December 2017. Dr. Ashok Salve was also invited to interact with IQAC members and give his inputs for utilisation of CPE Grant on 11 December 2017.
- Along with the Department of Management Studies the IQAC organised a lecture on "Teachers by Design or by Default" by Mr. Gerald D'cunha, Life-coach for Degree and Junior College teachers on 14 Oct. 2017.

6.3.7 Faculty and Staff recruitment

Staff recruitment is done according to the recommendations of the UGC and state government:

- CAS based appointments & promotions are made and norms of the UGC and State Government are strictly followed for appointment of Teaching and non-teaching staff.

To facilitate promotion of staff:

- Depending on the requirements, Faculty members are deputed for participating in orientation and Refresher courses and other Staff training courses.

6.3.8 Industry Interaction / Collaboration

The College and Departments collaborate with industry, NGOs and other Institutions for the purpose of academics, research, extension and social work as well as infrastructure augmentation and students' freeships and scholarships. Some of the collaborations are given below

For academics:

- The Faculty of Commerce of the College started a Student-Faculty Exchange Program with the Faculty of Commerce of Maniben Nanavati College, Vile Parle (w).
- The Departments of Economics and Sociology in association with Amlani College and Ajanta Publications conducted 2 International seminars in February and March 2018
- The departments of BCom-AFI, BAMB, BMS, MCom arranged internships for their students at various corporate houses, media houses
- The MA Counselling psychology students undertook internships in various schools as counsellors, in NGOs and other mental health organizations.
- MA Hindi students sought internships at schools and organizations
- The Placement Cell continued its collaboration with TechnoServe and Antarang for Employability Skills Training Programme. Antarang Foundation also collaborated to conduct a Career Readiness Audit of the college.

Extension and Social Work

- The linkage with the Stree Mukti Sangathan for Waste Paper Management was continued
- The NSS Unit continued collaborations with the Lions Club of Sion for the Mutthi Anaaj Daan Project, King's Circle Station Cleanliness and various activities at the adopted Mammoli village
- The Department of Sociology celebrated Valentine's Day for the Elderly in association with HelpAge India

Infrastructure Augmentation

- The IQAC proposal for Smart Classrooms- Phase 2 was accepted by SAS India Pvt ltd for sponsorship through their CSR funds

6.3.9 Admission of Students

- Admission Committee for the Academic year was formed which adhered to the Admission policy which states that admission will be granted to all students irrespective of their caste, religion, socio-economic status and grades at the last qualifying examination.
- Personal Counselling and guidance to students and their parents on the courses that college offers and the most suitable course for a student
- All admissions are on-line. The student fills in the admission form on the University website and states her preference of college and subjects.
- Facilitating the entire process of filling forms, checking forms and payment of fees

6.4 Welfare schemes for

Teaching	Loans for travel abroad for paper presentation Loan for Publishing books
Non-teaching	Loans for medical aid; education of children, appointment of next of kin on compassionate grounds
Students	Freeships, Scholarship to needy students Insurance and Medical aid Notebook distribution Concession in fees, Payment of Fees in instalments Prizes for meritorious students Free Counselling Services

6.5 Total corpus fund generated

118101276/-* **The Corpus Fund is raised by SMES for utilisation by all the Institutions run by them.**

6.6 Whether annual financial audit has been done Yes

No

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	IQAC and Senior Faculty members
Administrative	No	No	No	No

6.8 Does the University/ Autonomous College declare results within 30 days?

NA

For UG Programmes Yes No For PG Programmes Yes No **6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?**

NA

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The college is planning to apply for Autonomous Status. Preliminary discussions with faculty members and departments have commenced.

6.11 Activities and support from the Alumni Association

- A special page for the alumni called Alumni Connect is added to the College magazine where the alumni can contribute articles.
- Departments were encouraged to organise Departmental Alumni meets

6.12 Activities and support from the Parent – Teacher Association

- Parents are invited to attend the Orientation program for the Fresher students, Foundation Day and the College Annual Day.
- The PTA organised the following Programmes:

S.No.	Date	Details
1	July 13, 2017	PTA Meet FYBA Marathi Medium
2	July 22, 2017	FY Orientation Programme
3	September 06, 2017	Antarang Parents Meet
4	January 29, 2018	PTA Meet FYBA English Medium
5	January 29, 2018	PTA Meet FY/SY/TY Marathi Medium
6	February 10, 2018	PTA Meet FY/SY/TY BCom
7	February 17, 2018	TechnoServe Parents Meet

6.13 Development programmes for support staff:

- ICT Training was arranged for all Non-teaching staff on 2,4,5 January 2018
- Non-teaching Staff attended a State Level Seminar on Effective Mechanism for Quality Assessment, Auditing & Accounting organised by the IQAC and Administrative Department on 15-7-2017
- ERP Training was conducted by National Small Industries Corporation (NSIC) for 15 non-teaching staff members

6.14 Initiatives taken by the institution to make the campus eco-friendly

- The collaboration with the NGO Stree Mukti Sangathana for paper-waste management and e-waste management was continued this year
- NSS Unit runs a paper-waste management programme
- One Sanitary Napkin Dispenser and Incinerator Machine has been installed. Two more will be added the next year.

Criterion – VII**Innovations and Best Practices****7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.**

A few instances of the innovations which have had a positive impact during 2017-18 are listed below:

- With the CPE Grant, a number of new activities could be planned. Infrastructure augmentation linked to innovations in teaching, learning and skill development for students was one of the key areas identified. This included setting up of the Language Lab to improve English reading and writing skills of students. The Food Science laboratory is under renovation which will make it possible to accommodate more students and start innovative courses in cookery and food processing besides conduction of regular practical. More classrooms are to be converted into smart classrooms to make teaching learning more effective. A multi-purpose laboratory will be set up to accommodate 15 desktops for extending value added courses such as Advanced Tally, GST training and Digital Marketing to all students. Provisions will be made for Lecture capturing Systems. With ICT tools being installed, training of teachers in use of the ICT tools was also facilitated. As a result, the Department of Accountancy began using smart classes extensively. Economics Department started the practice of telecasting the budget session live for students. This followed by a discussion of government's fiscal and financial status.
- A number of Value-added courses were initiated this year along with the existing courses which are running successfully- such as training students in Modi Script. Many of the historical documents are available in the ancient language of Modi and there is need for interpreters who can understand the language and help understand these documents. 4 students obtained placements after this training. Hindi translation was another value-added course. College library celebrated Vaachan Prerana Diwas to inspire students to read more and also Marathi Bhasha Diwas to promote the use of local, regional language.
- To enhance the performance of our sports students, the Psychology Department started a course in Athlete management for the sports students. Supplementary Nutrition programme was initiated for sports students to further boost their performance. Students are provided nutritious khichadi, Milk and Banana with help from the College management and donations received.
- The NSS unit celebrated *makarsankranti* in Manmoli, a village adopted by them in collaboration with the Lions Club. NSS unit distributed books, dustbins and toys to village residents on the day. The College has also adopted the King's Circle Local Railway station which is the nearest station to the college used by staff as well as students. As a goodwill gesture, cleaning and beautification of the station has been taken up by the NSS Unit.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year.

S.No	Plan	Action Taken Report
1.	Modifying the process of Departmental Budgets	Departments now submit a soft copy of the budgets which includes provision of resources for activities such as guest lectures, workshops, seminar, visits and field trips, new courses. The amount of funds to be sanctioned is decided after discussion of activities with the principal. A copy of the finalized budget is given to the department for reference
2.	Planning for expenditure under the CPE Grant	Since college has been granted CPE (College with Potential for Excellence) status by the UGC in 2016, we have received Rs. 90, 00, 000 as non-recurring grant and Rs. 60, 00,000 as recurring grant from the UGC. At the beginning of the year, the principal decided to utilise the amount according to the proposal submitted to secure the CPE status. About 20% of the recurring grant and 70% of the non-recurring grant has been successfully utilised for short-throw projectors to develop smart classrooms; computers and software to set up a language laboratory; upgrade of food laboratory; setting up Academic Advancement Centre; and infrastructure for skill development programmes.
3.	Implementation of revised process of conducting Academic Audits	The process was made more rigorous. Departments were scored with the help of a score sheet designed on the basis of the NAAC criteria by 2 teams comprising of IQAC and non-IQAC faculty members. All documentation was checked. A feedback was given to departments during the audit. A meeting was convened to discuss the scores and a copy of the score sheet was given to all departments.
4.	Initiating Administrative Audit process	This point in the plan was not implemented

7.3 Give two Best Practices of the institution: Annexure No. 22

1. Annual Academic Audit
2. Academic Advancement Centre

7.4 Contribution to environment awareness/protection:

1. Eleven students participated in the essay writing competition about clean environment, *Swaccha Sankalp se Swaccha Siddhi*, at Nehru Yuva Sangathan.
2. A talk on Dry Waste Management by Mr. Ajay Singh was held for the students of Economics Department.
3. Campus Cleaning Drive was organised by the NSS.
4. On the occasion of Van Mahotsav, the NSS organized the Tree Plantation Drive on 1st July 2017 in association with Lions Club of Sion.
5. Students Commerce Department held a poster exhibition in the college foyer, focusing on environmental issues.
6. On 10th August 2017, 36 volunteers participated in Swacchata Abhiyan at Wadala gate No. 4. They cleaned the area around the Wadala slums.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- Ms. Urveez Kakalia, MA (Counselling Psychology) student won the Ms. Tejeswani Contest hosted by SNDTWU for all colleges across the country affiliated to the university. The competition is keenly fought and tests students on the basis of their performance in mental ability tests, physical stamina and endurance, communication skills, general knowledge and overall personality.
- The IQAC in collaboration with Welingkar Institute and Bayer Ltd organised an introductory lecture on the PG course in Life Sciences on 6-3-18 for third year students of BA (Nutrition & Meal Management and Child Development) and BMS. Thereafter 20 students were selected from this group to appear for an online aptitude test on 14-3-18. 5 students were selected for the interviews held on 15-3-18. Finally, 4 students are selected for the training program which starts on 7 May 2018 at Welingkar Institute.
- **Department of Economics** in collaboration with PG Dept. Commerce (M. Com) & B. Com-AFI organized one day International conference "Opportunities and Challenges in Service Sector in Global Era" on 28th February, 2018. 65 papers were received from all over India and an online paper from Lebanon. Research students from Nigeria also participated.
- **Department of Sociology** Department of Sociology organized an International Conference On 'Role Of Teachers in 21st Century: Opportunities and Challenges -An

Interdisciplinary Approach'. The convener for the same was Principal Dr. Leena Raje and co-conveners were Dr. Bhavana Dubey, HoD, Sociology and Dr. Hina Shah, Associate Professor, Dept. of Sociology. Chief Guest for the Inaugural function was Dr. Manjusha Molwane (Member Secretary of Maharashtra Rajaya Mahila Ayog), Guest of Honour Dr. Sanjeev Sonawane , Keynote speaker Dr. Meena Kute (Registrar Additional Charge, S.N.D.T. Women's University). The Department received 220 papers out of which 72 papers were presented on the day of the conference. The technical sessions were chaired by Dr. Nasreen Rustom from, Associate Professor, TISS and Dr. Sthabir Khora Associate Professor, TISS. Dr. Harsha Merchant, Principal, Aishabai College, was invited as the chief guest for the Valedictory function. The papers presented at the conference were published in a UGC recognized Research Journal "Ajanta" (No.40776) with ISSN No-2277-5730 and Impact Factor-4.205.

- **Department of Hindi** organized one day National Seminar on "Hindi Ghazal: Dushyant aur unke baad" in collaboration with PG Department of Hindi, SNTD Women's University Churchgate on 16th March 2018. 115 participants attended the same.
- **Department of Psychology** was the Academic Partner with De Sousa Foundation for the First Annual Conference of Global Society for Digital Psychology on 9th December 2017. 4 faculty members and 47 students attended the conference. Workshop was organized on 'Movement Therapy' by the group Ruhsmi- Centre for Creative Therapies.
- **Placement cell** collaborated with Energia Wellbeing, Bombay Stock Exchange, D.Y Patil Institute of Management, Institute of Beauty Culture and Akbar Academy for organizing a Career Fair in college. The Placement cell in collaboration with Edusharp organized psychometric testing on Employability Skills. Placement Cell in collaboration with Antarang and Adhyayan Foundation conducted a 'Career Readiness Review'. This was an internal audit, under which two committees were set up- CSRE (College Self Review and Evaluation) and CERE (College External Review and Evaluation). This activity was carried out from 5th October to 11th October, 2017. Placement Cell in collaboration with Techno serve organised an Orientation Programme for TY BCOM, BAFI and BMS on 28th November, 2017 in Visanji Ravji Auditorium. Placement cell in association with MSEM Development institute, Government of India conducted an Entrepreneurial motivation Campaign.
- **Facilities for Female Hygiene Product:** Students can now avail sanitary napkins at subsidized rates in the college. The college has made available facilities of sanitary napkin vending machine 'Happy Nappy'. Teachers have been given cards which can be swiped to avail a sanitary napkin for students at lower rates than those available in the market.
- **Internal Complaints Committee activities:** ICC, in collaboration with Nutan Savera and Jalota Welfare Foundation conducted a workshop for the students of senior college on 'Unite to End Violence against Women' in association with Jalota Foundation, Nutan Savera Forum on 28th November 2017 in Samtabai Sabhagruha of Amulakh High School.

Smt. Maniben M.P. Shah Women's College of Arts and Commerce

AQAR 2017-2018

- **Thalassemia, CBC Checkup, Diabetes Checkup camp & Counselling:** On 4th Oct. 2017, Thalassemia and CBC Checkup was organized in collaboration with the Lions Club of Sion and Rotary Club of Worli. 300 students attended a Lecture on Thalassemia. 121 students gave their blood sample for testing. 54 Teaching and Non-Teaching staff underwent diabetic checkup and counselling.

Plans of the Institute for the next year

- Implementation of proposal under the CPE grant
- Starting a training centre for competitive exams
- Further modification and revision of process of conducting Academic Audits
- Organising External Academic audit
- Planning proposal for college Autonomy
- Preparing for NAAC accreditation- 3rd Cycle

Signature of IQAC Coordinator

Mrs. Madhavi Sathe
IQAC-UTTHAAN
SMT. MANIBEN M. P. SHAH WOMEN'S COLLEGE
OF ARTS AND COMMERCE
MATUNGA - 400 019.



Signature of IQAC Chairperson

Dr. Leena Raje

Principal
Smt. M. M. P. Shah Women's
College of Arts & Commerce

ABBREVIATIONS

AAC	-	Academic Advancement Centre
CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
CPE	-	College with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
SF	-	Self Financing
SLET	-	State Level Eligibility Test
SNDTWU	-	Shreemati Nathibai Damodar Thackersey Women's University
TAQ	-	Teacher Assessment Questionnaire
UPSC	-	Union Public Service Commission

Annexure 1A



Annexure 1B



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विराटविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Quality Profile

Name of the Institution : Seva Mandal Education Society's
Smt. Maniben M.P. Shah Women's College of Arts & Commerce

Place : Matunga, Mumbai, Maharashtra

Criteria	Weightage (W _i)	Criterion-wise Weighted Grade Point (CrWGP _i)	Criterion-wise Grade Point Averages (CrWGP _i / W _i)
I. Curricular Aspects	100	380	3.80
II. Teaching-Learning and Evaluation	350	1240	3.54
III. Research, Consultancy and Extension	150	500	3.33
IV. Infrastructure and Learning Resources	100	370	3.70
V. Student Support and Progression	100	370	3.70
VI. Governance, Leadership & Management	100	350	3.50
VII. Innovations and Best Practices	100	400	4.00
Total	$\sum_{i=1}^7 W_i = 1000$	$\sum_{i=1}^7 (CrWGP_i) = 3610$	

$$\text{Institutional CGPA} = \frac{\sum_{i=1}^7 (CrWGP_i)}{\sum_{i=1}^7 W_i} = \frac{3610}{1000} = \boxed{3.61}$$

Grade - A **Descriptor** = VERY GOOD

Date : October 25, 2018


 Director



- This certification is valid for a period of Five years with effect from October 25, 2018
- An institutional CGPA on four point scale in the range of 3.01 - 4.00 denotes A grade (Very Good), 2.01 - 3.00 denotes B grade (Good), 1.51 - 2.00 denotes C grade (Satisfactory)
- Scores rounded off to the nearest integer

FC/45/RAR/22

Annexure 1C
UGC Letter for CPE


ज्ञान विज्ञान विमुक्तये
डॉ. निसार अहमद मीर
संयुक्त सचिव
Dr. Nisar Ahmad Mir
Joint Secretary

INWARD No : 259
Date : 30/5/2016
Remarks : Congrats Bharat Madhen, H... Pl. do the needful.

AAP.

OB meeting 1.6.16.

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)
बहादुर शाह जफर मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002
दूरभाष Phone : 011-23212027 फॅक्स Fax : 011-23219719
e-mail : nisarmir.ugc@nic.in

Speed post

No. F.12-1/2010/2015(NS/PE)

May, 2016

The Principal,
Smt. Maniben M.P. Shah Women's College of Arts and Commerce,
338, R.A. Kidwai Road, Matunga,
Mumbai-400019

12 7 MAY 2016

Sub:- Award of "Colleges with Potential for Excellence "(CPE) Status during XII Plan period under the CPE Scheme.

Sir/Madam,

This is with reference to the Interface meeting held in the UGC office from 27.01.2016 to 30.01.2016 with the Expert Committee on "Colleges with Potential for Excellence "(CPE) to approve the action plan and budget of colleges during the XII Plan period under the CPE Scheme.

I am pleased to inform you that UGC has approved the College with Potential for Excellence "(CPE) Status to your college under the CPE Scheme for a period of five years. The CPE status will be effective from 1st April, 2016 to 31st March, 2021 subject to submission of following certificates/undertaking from the college:-

- 1) Declaration that the salary of teaching and non-teaching staff is being paid by the State Government (along with documentary evidence).
- 2) Undertaking that CPE funds will not be used on un-aided/Self-financing departments/ courses of the college.
- 3) Certificate to the effect that provisions laid down in the CPE guidelines will be strictly adhered to.
- 4) Delinking the plus-2 courses, in case of composite colleges.

Pertinent to mention here that during Interface meeting it was observed that some of the colleges have ambiguity about delinking the plus-2 courses from the colleges. In this connection, it is to inform you that as per the XII Plan CPE guidelines, If a college is a composite college, it should take immediate steps to delink the plus-2 courses from the college.

It is reiterated that 1st instalment of grant under the Scheme will be released to the college only after submission of above documents.

With warm regards,

Yours sincerely,


(Dr. Nisar Ahmad Mir)
Joint Secretary

Annexure 2**Details of Programmes offered by the College: 2017-18**

Under SNTD Women's University- Regular courses			
Faculty	Subject of Specialisation	Medium of Instruction	Funding
Arts	Psychology- UG	English	Aided
	Psychology- PG, MA in Counselling Psychology	English	Self-financing
	Hindi UG	English	Aided
	Hindi PG	Hindi	Self-financing
	Sociology-UG	English, Gujarati, Marathi	Aided
	Marathi-UG	Marathi	Aided
	Economics-UG	Gujarati	Aided
	Economics-UG	English	Self-financing
	Mass Media-UG <ul style="list-style-type: none"> • Journalism • Advertising 	English	Self-financing
Commerce	Accountancy-UG	English	Aided
	Vocational Courses- UG	English	Self-financing
	Accountancy, Auditing and Insurance-UG	English	Self-financing
	Commerce PG- Marketing Management	English	Self-financing
	Commerce –PG- Advanced Accountancy	English	Self-financing
Management Studies	<ul style="list-style-type: none"> • Human Resource Management • Finance Management • Marketing Management 	English	Self-financing
Under Mahatma Gandhi Hindi Vishwa Vidyalaya- Distance Education Mode			
UG	B .Lib & ISC B.A- Journalism and Mass Communication	Hindi	Self-financing
PG	MBA MSW M.A- Journalism and Mass Communication M.Lib & ISC	Hindi	Self-financing
PG Diploma	PGDEM&FP PGBJMC	Hindi	Self-financing

Annexure 3**Details of Value-Added courses offered by the College in 2017-18**

Sr.no	Name of the Course	Department
1	Modi Lipi	Marathi
2	Professional Photography	BAMM
3	Advanced Excel	M.Com
4	Advanced Tally with GST	M.Com
5	Digital Marketing	M.Com
6	Backpack to Briefcase (Personality Development)	BMS
7	Hindi Translation	Hindi
8	Athlete Management Programme	PG Psychology

Details of Existing Certificate courses in College

Sr.no	Name of the Course	Department
1	Video Recording & Sound Recording	BAMM
2	Audio-Video Editing	BAMM
3	Basic Skills in Counselling	MA Counselling Psychology
4	Self- Defense	College
5	Honors Programme in Psychology UG/PG	Psychology
6	100 Hours Compulsory Computer Training	College

Annexure 4**Innovative Teaching Learning Methods 2017-18**

Teaching Learning Evaluation Methods	Department	Topics
Brain storming/Group Discussions	Accountancy	Discussion on Capital and Revenue Expenditure and Income, Annual reports of corporate, Various types of budget specimens
	Economics	GST, Cashless Transaction, Budget 2017 Discussion
	Foundation Courses	Notion of Human Rights, Women's status in India, India's cultural heritage, University Song Motto, Linguistic diversity in India, Children's Rights, Women's Rights, Themes in Indian Cinema, Problems of working women in India, Impact of Science and Technology, Effects of Regionalism, Linguism, Casteism
	BCom Vocational Courses	Let us "C", Networking, Introduction to Computers, Advertisements: Then & Now, Tally – Computerized Accounting
	M.Com	Effective Research topics Union Budget 2017
	Sociology	Elderly Abused Awareness Day, Ecological Degradation, :Impact of Environment Urban Waste, Dry Waste Causes & Effects , Waste Management , Child Abuse, Tourist Attraction In India
	BAMM	Creating Advertisements, Constructing a radio programme
	Debates	Accountancy
Marathi		Sahityachi Bhasha, Streeyanche Sahitya
Economics		GST/Direct V/s Indirect Tax Brain drain v/s brain gain, Demonetization, Banking Sector in India and Agriculture Sector
Foundation Courses		Language and politics, Women and Law, Issues of poverty, should women work?

		Conflicts, communal issues, Impact of medical technology
	BCom Vocational Courses	Pros and cons of Internet, Use of Women in Advertisements, Advertisements v/s Personal Selling
	M.Com	Cashless Transactions
Role Play/ Skit	Accountancy	Role of Accountant and Auditor
	Economics	Skit on Poverty and Problems of Indian Farmers
	Foundation Courses	Youth suicide, Effects of drug addiction, Alcoholism, tobacco, Global Warming, Domestic Violence, Acid Rain, HIV/Aids, Positive Thinking, Career Planning, Man-made Disasters, Terrorism
	UG Psychology	Skits related to various concepts from Developmental Psychology
	PG Psychology	Therapies like Rational Emotive Behavior Therapy, Cognitive Behavior Therapy, Sexual Harassment at Workplace, Social media and bullying, Stereotypes on models, Effect of Parenting styles on children, Reasons and Interventions of substance abuse.
	BAMM	Traditional Media, Folk dance, Theatre
	Nutrition and Meal Management	Importance of Breast Milk for the Infant
Quiz	Economics	General Knowledge and Current Affairs
	Sociology	Dowry, Divorce, Child Abused, Elderly Problem, Domestic Violence, Food Adulteration, Slums Problems
	BCom Vocational Courses	Hyper Text Mark-up language, Headlines, Class quiz on Brand Name
Power point presentations, Poster display	Accountancy	Financial scams., Automobile industry and Textile Industry, Concepts and Conventions, Company final accounts-vertical new format 2013, Redemption of preference shares
	Economics	Indian Demography, Free Trade Policy

	Foundation Courses	Environmental issues, Elderly issues, Farmer's Suicide, Drug abuse, AIDS, Terrorism.
	Child Development	topics related to child and adolescent development
	PG Psychology	posters of any disorder and its neurological aspect
	Marathi	Janiva Jagya Hotana ani Streeyancha Kartutva
Film Screening	Accountancy	Newton
	Child Development	Daddy Day Care Kindergarten Cop Matilda
	Foundation Courses	Manjhi- The Mountain Man', Bombay, Water Matrubhumi, Provoked, My Brother Nikhil Bhopal, ,Hiroshima Nagasaki Bombings, Neel Batte Sannatta
	Hindi UG,PG	Mohandas Paus ki Raat Khafan Ek aur Dronacharya Mahabharat
	Marathi	Management of Pandharpur Vari , Bhasm
	BCom Vocational Courses	Neel Batte Sannatta
Documentary Screening	Accountancy	Auditing – Procedure, Methods and Techniques. Videos on Auditing shown to students
	Marathi	Narayan Surve, Janiva Jagya Hotana
	Foundation Courses	Man Made disasters, HIV AIDS, Drug Addiction, Farmer and Youth suicide Time Management
	Psychology UG,PG	From Conception to Birth: Developmental Perspective Video on Pavlo's Classical Conditioning Experiment Class Divided (Destructive Obedience) Take My Eyes

	Economics	Demonetization, Time Management in Studies, Planning and Organization in Business, Importance of cultural values in our life and Responsible parenthood
	BCom Vocational Courses	Unethical Advertisements, Celebrity Endorsements, Laws in Advertising
Case Studies	Accountancy	Ratio Analysis and interpretation of final statements
	BAMM	Studying a newspaper organization in brief
	Foundation Courses	Ecology
Field Work	Child Development	field work in various pre-schools
Discussions on Paper cuttings, News articles	Foundation Courses	Violation of Women's Rights, Communalism, Regionalism, Environmental Issues, Elderly issues, Farmer's Suicide, Drug abuse, AIDS, Terrorism
	Economics	Current Economic Affairs in India
Industrial visits	BMS	Eastern Masala Company, Kerala
	BAMM	Industrial Visit to Film and Television Institute, Pune
	Accountancy	Mahindra & Mahindra-Plant1 (Nasik), VIP Industries Limited (Nasik Rd), Sula Vine Yards, at Nashik, Devlali., Navneet Industries and Arihant Plastics Ltd
	Economics	Kite making Industry- tribal village-Teethal, Valsad
	Marathi	Pustakanche Gao (Village of Books) IBN Lokmat channel Organized viewing of Plays "Hiranyagarbh" & "Ladies Cycle"
	Child Development	Unnati Toy Library, Dadar Sweta's Sunshine Mother Toddler Centre, Matunga Pannalal Lohe Day Care Centre, Vile Parle Cosmikids International Pre-School and Day Care, Santacruz, Shree Manav Seva Sangh, Shree Shradhananda Mahila Ashram, Matunga, Meera Vidyalaya School for Mentally Challenged Children, Matunga

		,Kamala Mehta School for the Blind, Dadar ,Vikas Vidyalaya School for Deaf and Mute, Dadar
	Nutrition and Meal Management	L and T Health Center, Powai
	Foundation Courses	Nehru Centre, Shivaji Museum, Kalaghoda Art Festival
	BAMM	Kalaghoda Art Festival
	P.G.Psychology	AB- Normal Centre, Yerwada Mental Hospital and Mukangan Rehabilitation Centre
	Accountancy	Science Exhibition "Prithvi" At SIES High School, Sion Carnival Trade and Cultural Exhibition, Kala Ghoda Arts Festival., Mobile Science Exhibition – "Science Express" at Mumbai CST, Consumer Court
	Economics	RBI Monetary Museum
	BCom Vocational Courses	R-City Mall, Ghatkopar, Sion Carnival
Student seminar	Marathi	Organized "Vachan Sanskriti" every month based on relevance of the occasion. Kadambari, "Bhashma"
	Hindi	"Hindi Sahitya Ka Itihas- Madhya kal".
	P.G.Psychology	The Strange Case of Dr. Jekyll and Mr. Hyde- Robert Louis Stevenson: Wide Sargasso Sea- Jean Rhys Animal Farm by -George Orwell.
Designing Experiments	UG Psychology	students designed experiments related to topics in Cognitive Psychology as a part of their Internal Assessment
Scrapbook	UG Psychology	Students made scrapbooks on various cognitive processes as part of their General Psychology Paper.
	P.G.Psychology	Various personality theorists
	Nutrition & Meal Management	First year students collected articles on health, clinical and community nutrition, food processing and made a scrap book
Online Referencing	UG Psychology	TYBA students were given internals assignment on getting latest researches in Cognitive Psychology to encourage online referencing of Journals through EbscoSearch.

Clay Model Presentation	P.G. Psychology	clay models of various types of Neurons
Critical Essay Writing:	P.G.Psychology	Critical essays on various topics to stimulate analytical reasoning.
Student Exchange Programme	UG Psychology	Vocational Guidance, Person Centred Therapy, REBT
Practical Queen	UG Psychology	An intra-class competition between students to win the title of Practical Queen. The students are awarded 'Stars' for their performance in Practical. At the end of the year, these stars are counted. The student with the most stars is awarded with the title
Survey	UG Psychology	Social Psychology internals.
	Nutrition and Meal Management	Third year students conducted following surveys-Consumer preferences, packaging material, market prices of food stuff, food processing equipment Second year students on market prices for various food commodities
Flash Cards	PG Psychology	'Goconqr'
Interview	BAMM	Conducting interviews of journalists

Annexure no 5
Guest Lectures Organised 2017-18

Department	Topic	Resource person, Designation, Organisation/College	Date
Sociology	Structure of Indian Population : Age Structure and Sex Ratio	Dr. Prakash Fulpagare Director , Jan Shikshan Sansthan , Dharavi Mumbai, Sponsored by Ministry of HRD, Govt. of India	11 th July 2017.
	Visionary Women of 21st Century	Ramesh Oza, Well-known Journalist. Bajarang Sonavane. Activist- Rashtriya Yuva Sanghtan	20 th November 2017
	Youth and Society	Bajarang Sonavane. Activist- Rashtriya Yuva Sanghtan	21 st December 2017
	Sensitizing young Generation on elderly population	Ms. Kamla Shrivastav Officer, Help Age India, Mumbai	10 th February 2018
	Research Methodology – (Descriptive Analysis Simplified)	Dr. Surendra Thakur Assistant Professor Dept. of Sociology, Elphinstone college, Mumbai	17 th March 2018
Nutrition and Meal Management	Nutrition for Adolescence on Program conducted in association with Dept of FC and NSI, Mumbai Chapter	Mrs. Anuradha Mitra, Faculty, College of Home Science, Nirmala Niketan	25 th January 2018
MCom and UGC Vocational	How to write an effective research paper?	Ms. Prachi Deo (Nayi Disha NGO)	8 th December, 2017
	Accountancy and Auditing	Dr. Kashyap Ganatra, Accountancy Dept. BM Ruia College	22 nd March 2018

Commerce and Accountancy	Campus to Corporate	Dr Navin Punjabi, HR College	18 th July 2017
	Effective way of appearing University Exams	Dr. Anita Jacob, BM Ruia College	3 rd March 2018
	Guidance & motivation for University Exams	Alumni Bhuvneshwari and Pragati Mishra	22 nd July 2017
	Redemption of Preference Shares	CS.Charul Patel Assist, Prof. SIES College, Sion	22 nd January, 2018
	Capital Gains	CA Bhavana Bhinwani Assist, Prof. CHM College, Ulhasnagar	24 th January, 2018
	Corporate Auditing	CA.Avin Shah Assist, Prof. SIES College, Sion west.	2 nd February, 2018
Hindi	Tugalak Kaleen Parivesh aur Rangmancheeyata Kee Drushti Se Tugalak natak	Prof. Satydev Tripathi, former HOD, SNDTWU, Mumbai	22 nd March, 2018
	Srujan Aur Shabd Chitra	Dr. Padmaja Sharma, Freelance writer, Jodhpur, Rajasthan.	21 st August, 2017
	Hindi mein rojgar ki sambhavnaye	Dr. Dayanand Tiwari SIWS College, Matunga	24 th September, 2017
	NET-SET Workshop	Prof..Sadanand Bhosale, Pune, Maharashtra	12 th October, 2017
	How to write good research paper	Prof..Satish Pandey. K J Somaiya College, Vidyavihar	27 th February, 18
BMS	Credit rating	Ms. Riddhi Patel, Research associate, Visible Alpha	9 th September, 2017
	Just in Time, Business Communication	Mr. Anantbhai Jhaveri, Head of Chemical Engineering & Chairperson of Technology Management, Mukesh Patel School of Technology and Management	28 th September, 2017

	Journey of BMS	Ms. Tayabeh Shojai, Freelancer, Alumni	10 th April,2018
	Career Guidance	Ms. Amruta Parvatikar, HR Manager, MET institution	13 th January,2018
Marathi	Prasar Madhyam Ani Marathi Bhasha	Mrs Geetanjali Rane-Gholap , PhD, Media Studies	11 th September, 2017
	Digital Niyatkalik	Mr Kiran Bhide, Editor, Bhuvanaschya, Digital Magazine	18 th January, 2018.
	Marathi Vyakaran	Dr Meenakshi Dadrawala, Retired Professor, Shri. M D Shah Mahila College, Malad	19 th March 2018.
Psychology	Psychophysics	Ms Anuja Deshpande, Assistant Professor, Maniben Nanavati College	27 th Spetember, 2017
	Childhood Disorders	Ms Jade Carvalho, Assistant Professor, K.C. College	29 th Spetember, 2017
	Orientation to Careers in B.Ed in Special Education'	Mrs. Nishat Imam, Special Educator from Suvidya Centre of Special Education	8 th February, 2018
	Need of Counselling in Current time	Mrs. Kinjal Pandya, Alumna, Freelance Counselling Psychologist	10 th August,2017
	Dealing with Survivors of Child Sexual Abuse	Mr. Harrish Iyer, Child Abuse Activist	10 th August,2017
	Writing a Research Proposal	Ms Anuja Deshpande, Assistant Professor, Maniben Nanavati College	28 th August,2017
	Thematic apperception Test & Children Apperception Test	Ms. Neha Bhansali, Assistant Professor, Maniben Nanavati College	18 th August,2017
	Gestalt Therapy	Ms Anuja Deshpande, Assistant Professor, Maniben Nanavati College	30 th March, 2018
	Existential Therapy	Ms Anuja Deshpande, Assistant Professor, Maniben Nanavati College	2 nd April, 2018

Foundation Courses	Nutrition for Adolescence on Program conducted in association with Dept of Nutrition and Meal Mngmt and NSI, Mumbai Chapter	Mrs. Anuradha Mitra, Faculty, College of Home Science, Nirmala Niketan	25 th January 2018
BAMM	Creative Writing	Mr Anil Deshmukh - writer	12 th December, 2017
	Challenges of Being a Journalist	Vinod Jagdale, Eminent Journalist	30 th November, 2017.
	RTI	Anil Galgali, RTI Activist	9 th December, 2017.

Annexure no 6**Details of Paper Presentations by Faculty: 2017-18**

International Level

Sr. No	Date	Title of the Paper presented	Title of Conference / Seminar	Organized by	Name of faculty
1	17 th February, 2018	“Enhancing Food security through Agricultural Innovations: Recent Trends” Paper won Best Paper Award at the Conference	International Interdisciplinary conference titled ‘Way Forward for 21 st century’	Shri M.D Shah Mahila Mahavidyalaya , Malad	Dr Leena Raje, Principal
2	19th January 2018.	“New emerging Indian woman and her role in family decision making”	‘Recent advances in Women studies’,	KPB Hinduja College	Mrs Renuka Prajapati, Associate Professor, Department of Economics
3	19th January 2018.	“The emerging Sports Women’s issues and challenges in global era”	‘Recent advances in Women studies’,	KPB Hinduja College	Dr. Daksha Dave, Associate Professor, Department of Economics
4	12th January 2018 & 13th January 2018.	‘Samkalin Kavitaaurvigyan’	‘Vigyanaur Sahitya’	Birla College	Dr. Usha Mishra, Associate Professor, Department of Hindi,
5	21 st April 2018.	‘21 st Shatakatil shikshakanchi Bhumika aani aavhaane’	Role of Teachers in 21st Century: Opportunities and Challenges (An Interdisciplinary Approach)	Department of Sociology at Smt. Maniben M. P. Shah Women's College of Arts & Commerce	Mr. Vasant Pansare jointly with Ms. Rashmi Tupe Dept of Marathi

6	28 April 2018	“Need of Innovation in Educational Institutions in India today”	Innovations in Education A Multidisciplinary approach’	Shri M.D Shah Mahila College of Arts and Commerce	Mrs. Shanthi Seshadri, Assistant Professor, Department of Sociology,
7	19 January 2018.	“New Emerging Indian Women & her role in family decision making”	‘Recent advances in Women studies’	KPB Hinduja College	Dr. Shubhangi Kulkarni, Lecturer , Department of UGC Vocational and M.Com
8	21 st April 2018.	“A study regarding the fact about how the parents and children react to education in International board and National board”	Role Of Teachers in 21st Century: Opportunities and Challenges (An Interdisciplinary Approach)	Department of Sociology at Smt. Maniben M. P. Shah Women's College of Arts & Commerce	Dr. Seema Gosher, FCA Dept. of Accountancy
9	28 th February 2018.	“Wellness tourism: An emerging face of tourism sector in India”	Opportunities and Challenges in Service sector in Global Era”	Economics Dept. M.com Dept., B.Com with AFI Dept at Smt. Maniben M. P. Shah Women's College of Arts & Commerce	Dr. Shital Mandhare PG Dept of Marketing Management
10	17 th February, 2018	“Importance of Marketing Strategies in a Changing Business Environment: A Case Study of Reliance Jio”	Way Forward for 21 st century’	Shri M.D Shah Mahila Mahavidyalaya , Malad	
11	19th January 2018.	“A study on female workforce participation in India”	‘Recent advances in Women studies’,	KPB Hinduja College	Dr. Jyotsana Lal, Assistant Professor, Department of Economics
12	28 th February	‘To study the impact of Corporate Social	Opportunities and	Economics Dept. M.com	Neha Shaikh, Lecturer,

	2018.	Responsibility with reference to Mahindra & Mahindra”	Challenges in Service sector in Global Era”	Dept., B.Com with AFI Dept at Smt. Maniben M. P. Shah Women's College of Arts & Commerce	Department of Commerce, & Pinky Makwana, Instructor, Computer Lab
13	28 th February 2018.	“Adoption of Internet Banking by Consumers: An Extension of the Technology”	Opportunities and Challenges in Service sector in Global Era”	Economics Dept. M.com Dept., B.Com with AFI Dept at Smt. Maniben M. P. Shah Women's College of Arts & Commerce	Neha Shaikh, Lecturer, Department of Commerce, Pinky Makwana, Instructor, Computer Lab & Ms. Kejal Tarsariya, Instructor, Computer Lab
14	12th January & 13th January 2018	“Vigyan Kathaon me Mahilaon Ka Yogdaan”	‘Vigyanaur Sahitya’	Birla College	Mr. Prashant Deshpande, Lecturer, Department of Hindi

National Level

Sr. No	Date	Title of the Paper presented	Title of Conference / Seminar	Organized by	Name of faculty
15	28 & 29 July 2017	“Ways of empowering women through education in transforming India: A case study”	Role of Education in Transforming India	PVDT College of Education, SNDTWU Indian Council of Social Science Research (ICSSR)	Dr. Kaveri Pal, Associate Professor, Department of English
16	11 October 2017	“Shiksha Banaam Ek aur Dronacharya”	Ek aur Dronacharya: Vividha Pariprekshya	B.M. Ruia college, Gamdevi	Dr. Kiran Singh, Associate Professor, Head, Department of Hindi
17	31 August 2017	“Chhayavad or Chhyavadottar Kaviyonki Kavya Drishti”	Chhayavad avam Chhayavadottar Kaalin Kaviyon Kee Kavya Drushti	Rajkiya Mahavidyalaya Solan, HP	
18	9 December 2017.	“Dr. Rajam Natrajan ka Rachana Sansar: Ek Mulyankan”	Navjagaran aur Hindi upanyas	SIES College, Sion	Dr. Usha Mishra, Associate Professor, Department of Hindi
19	28 November 2017	“Rojgaar aur Hindi”	Bharatiya Bhashaee Samvardhan Pustak Mela	Bharatiya Bhashaee Samvardhan Pustak Mela	
20	11 and 12 August 2017	“Nayee Sadee Kee Hindi Kavita Ka Shilp Vidhan”	Nayee Sadee Kee Hindi Kavita: Chetana ke Naye Swar	R.J. College, Ghatkopar ,	
21	11 October 2017	“Ek aur Dronacharya ki samvaad Yojna”	Ek aur Dronacharya: Vividha Pariprekshya	B.M. Ruia college, Gamdevi	
22	30 June 2017 and 31 June 2017	“Navjagaran aur Mahadevi Varma”	Aadhunik Hindi Sahitya ke Vaicharik Prushthabumi	Ruia College, Matunga	
23	31 st August	“Nayi Kavita Aur Aadhunik Chetna”	Chhayavad avam	Rajkiya Mahavidyalaya	

	2017		Chhayavadottar Kaalini Kaviyon Kee Kavya Drushti	Solan, HP	
24	26th & 27th Sept 2017.	“Rathachakra by Shri. N Pendse”	Marathi Vibhagani Marathi Pradhyapak Parishad,	SNDT University Churchgate	Mr Vasant Pansare, Assistant Professor, Department of Marathi,
25	21, 22 August 2017	“Dahi Disha” Katha Sangraha	1960 nantarche Marathi sahitya	L.J.N.J. Mahila Mahavidyalaya Vile Parle (East)	
26	14,15 March 2018	“Balkamgar :Ek Drushtikshep”	'Protection of Child Rights : Issues & Challenges	Dept .of Sociology, L.J.N.J.Mahila Mahavidyalaya Vile Parle (East)	Mrs. Rekha Shelar Dept of Sociology
27	14 th & 15 th March 2018	“Understanding Rights And Challenges Of Children In Protecting Them Against Child Labour.”	'Protection of Child Rights : Issues & Challenges	Dept .of Sociology, L.J.N.J. Mahila Mahavidyalaya Vile Parle (East)	
28	30th January 2018.	“Internal and External Environmental Analysis of Reliance Jio’	Recent trends in Business and finance’	Department of Accountancy, Pragati College of Arts and Commerce, Dombivli	Dr. Seema Gosher, FCA Dept. of Accountancy
29	17 th February 2018.	“Smart Cities - The Drivers of Economic Growth & Sustainable Development”	Multidisciplinary National Seminar on Sustainable Development: Issues and Challenges	Sree Narayana Guru College of Commerce, Chembur	Ms. Soumya Nichani, FCA Dept. of Accountancy
30	26th & 27th Sept 2017.	“Tamas by Shri. Bhisma Sahani”	Marathi Vibhagani Marathi Pradhyapak Parishad	SNDT University Churchgate	Rashmi Shetye-Tupe, Lecturer, Department of Marathi

31	14 th & 15 th March 2018	“Balgunhegari”	'Protection of Child Rights: Issues & Challenges	Dept .of Sociology, L.J.N.J. Mahila Mahavidyalaya Vile Parle (E)	
32	21st & 22nd August 2017	“Bhashma” Kadambari-Ek Aakalan	1960 nantarche Marathi sahitya	L.J.N.J. Mahila Mahavidyalaya Vile Parle (East)	
33	20 th and 21 st July 2017	“Cinema ke Geeton main Hindi Ka Swaroop”	Ekeesavee Sadee Kee Hindi: Chunautiyan Aur Sambhavanayen	K.J. Somaiya College Vidyavihar, Mumbai	Mr. Prashant Deshpande, Lecturer, Department of Hindi
34	30 June 2017 and 31 June 2017	“Dalit Sahitya aur Aadivasi Sahityaka Tulanatmak Adhyayan”	Aadhunik Hindi Sahitya kee Vaicharik Prushthabhumii	Ruia College, Matunga	
35	14 th & 15 th March 2018	“A study on impact of Child Labour in India.”	'Protection of Child Rights : Issues & Challenges	Dept .of Sociology, L.J.N.J.Mahila Mahavidyalaya Vile Parle (East)	Neha Shaikh, Lecturer, Department of Commerce
36	21 st & 22 nd September, 2017	“Queer Representations in Digital spaces”	‘Digital Humanities and Literature studies’	P G Dept. of English, SNDTWU	Gouri Mohan, Assistant Professor, Department of English

Annexure no 7**Members on Board of Studies 2017-18****SNDT Women's University**

Sr. No.	Name of Faculty	Board
1	Dr Leena Raje, Principal	Member, Board of Studies of Social Work, Chairperson and Member, Board of studies for Food Science and Nutrition
2	Dr Hina Shah, Associate Professor, Dept. of Sociology	Board of Studies for Sociology at S.N.D.T University Churchgate
3	Dr Usha Mishra, Associate Professor, Dept. of Hindi	Member, Board of Studies, Hindi
4	Dr Shobha Dedhia, Associate Professor, Dept. of Commerce	Member, Board of Studies, Commerce
5	Dr Daksha Dave, Associate Professor, Dept. of Economics	Member, Board of Studies, Economics
6	Dr Seema Gosher, Assistant Professor, Dept. of Accountancy	Member, Board of Studies, Accountancy
7	Dr. Sarita Kasralkar	Member, Board of Studies, Human Development

Annexure no 8**Faculty members attending Content analysis workshops: 2017-18**

Sr No	Name of Faculty	Department
1	Dr Seema Gosher, Asst Prof	Accountancy
2	Hemlata Kumar, F.T. Lecture	BMS
3	Shweta Jagad, F.T. Lecture	
4	Dr. Kaveri Pal, Assoc. Prof. and HOD	English
5	Dr. Avaneesh Bhatt, Asst Prof.	
6	Ms Gouri Mohan, Asst Prof.	
7	Mrs. Archana Patki, Assoc. Prof. and HOD	Psychology
8	Ms. Vaishnavi Verma, Asst Prof.	
9	Ms Shreya Mehta, Asst Prof.	
10	Dr. Bhavana Dubey, Assoc. Prof. and HOD	Sociology
11	Dr. Hina Shah, Assoc. Prof.	
12	Mrs. Shanti Seshadri, Asst Prof.	
13	Mrs. Kiran Jadhav, Asst Prof.	
14	Mrs. Rekha Shelar, Asst Prof.	
15	Mr.Hiralal Bhosale, Asst Prof.	
16	Ms Swati Mohite, Asst Prof.	

Annexure no 9**Faculty on Syllabus Restructuring Committees 2017-18**

Name of Faculty	Department
Dr. Bhavna Dubey, Associate Professor	Sociology
Dr. Seema Gosher, Assistant Professor	Accountancy

Annexure no 10**Faculty attending Seminars/Workshops/Conferences 2017-18**

Sr. No.	Name of Faculty	Department	Seminar/workshop/conference	Level
1	Mrs Prabha Nair, Coordinator	BAMM	International Communication Association Asia Regional Conference on Communications Research in Digital Age held at SNDT Women's University, Juhu Campus from 14 th to 16 th December 2017	International
			Development of Communication in Collaboration with PG dept of Mass Communication conducted a seminar on Gender, Media and Mind Mapping at SNDT Women's University, Juhu Campus on 6 th April 2018	International
2	Ms Shagufta Memon, Full Time Lecturer	BAMM	International Communication Association Asia Regional Conference on Communications Research in Digital Age held at SNDT Women's University, Juhu Campus from 14 th to 16 th December 2017	International
			International Programme for the Development of Communication in Collaboration with PG dept of Mass Communication conducted a seminar on Gender, Media and Mind Mapping at SNDT Women's University, Juhu Campus on 6 th April 2018	International
3	Ms Sana Khan , Full Time Lecturer	BAMM	International Communication Association Asia Regional Conference on Communications Research in Digital Age held at SNDT Women's University, Juhu Campus from 14 th to 16 th December 2017	International
			International Programme for the Development of Communication in Collaboration with PG dept of Mass Communication conducted a seminar on Gender, Media and Mind Mapping at SNDT Women's University, Juhu Campus on 6 th April 2018	International
4	Ms Sonal Mane Full Time Lecturer	BAMM	International Communication Association Asia Regional Conference on Communications Research in Digital Age held at SNDT Women's University, Juhu	International

			Campus from 14 th to 16 th December 2017	
			International Programme for the Development of Communication in Collaboration with PG dept of Mass Communication conducted a seminar on Gender, Media and Mind Mapping at SNDT Women's University, Juhu Campus on 6 th April 2018	International
5	Mrs. Deepali Matkar, Full Time Lecturer	BAMM	International Communication Association Asia Regional Conference on Communications Research in Digital Age held at SNDT Women's University, Juhu Campus from 14 th to 16 th December 2017	International
			International Programme for the Development of Communication in Collaboration with PG dept of Mass Communication conducted a seminar on Gender, Media and Mind Mapping at SNDT Women's University, Juhu Campus on 6 th April 2018	International
6	Madhavi Sathe, Assistant Professor	Home Economics Nutrition and Meal Management	Integrative Ayurveda- Govidya, Go-chikitsa and Panchagavya organised at SNDT Women's University, Juhu on 13 th November 2017	National
			Opportunities in Health Foods" organised by ZanTech in association with the Indian Dietetic Association (Mumbai Chapter) on 17 th February 2018	National
7	Mrs Kiran Jadhav, Assistant Professor	Sociology	Participated in the ICSSR sponsored national level workshop organised by Department of Sociology, Elphinstone college, Mumbai on 20 th January 2018	National
8	Dr Sarita Kasralkar, Assistant Professor	Home Economics, Child Development	Attended a 2 day Conference on " Status of Home Science Education in the 21 st Century: Vision 2020" organized by Post Graduate Department of Human Development, S.N.D.T.Women's University on 13 th and 14 th September 2017	National
9	Dr Rekha Shelar, Assistant Professor	Sociology	Attended UGC Sponsored One day Interdisciplinary National Symposium organised by Dept.of Music & Dept of Sociology, S.N.D.T Women's University on 25 th December 2017	National

10	Ms. Vaishnavi Verma, Assistant Professor	Psychology	Attended the Bombay Psychological Conference on 'Positive Footprints: Towards A Healthy Society' at S.P.N.Doshi College , Ghatkopar on 12th and 13th January 2018	National
			Participated in the Annual Conference of Global Society for Digital Psychology at LTMG Hospital on 9th December 2017.	National
11	Dr. Jyotsana Lal, Assistant Professor	Economics	Attended Conference on Curriculum Designing and Evaluation by K.J. Somaiya College, VidyaVihar on 12 th and 13 th January 2018	National
12	Ms. Reshma Murali, Full Time Lecturer	Psychology	Attended the Bombay Psychological Conference on 'Positive Footprints: Towards A Healthy Society' at S.P.N.Doshi College , Ghatkopar on 12th and 13th January 2018	National
			Participated in the Annual Conference of Global Society for Digital Psychology at LTMG Hospital on 9th December 2017.	
13	Ms Shreya Mehta, Assistant Professor	Psychology	Bombay Psychological Conference on 'Positive Footprints: Towards A Healthy Society' at S.P.N.Doshi College , Ghatkopar on 12th and 13th January 2018	National
			Annual Conference of Global Society for Digital Psychology at LTMG Hospital on 9 December 2017.	National
14	Mrs Kiran Jadhav, Assistant Professor	Sociology	Conference on “ Maharashtraatil Samajshastra : Adhyapanva Adhyayan Vyavhar” Department of Sociology , Savitribai Phule Pune University, Pune on 27 th and 28 th November 2017	State
15	Mrs. Darshana Buch, Assistant Professor and Dr. Avaneesh Bhatt, Assistant Professor	Foundation Courses English	Seminar on ‘Writing of New NAAC SSR-Challenges’ organised by IQAC of KLE college, Kalamboli on 13 January, 2018	State
16	Mr Hiralal Bhonsle, Assistant Professor	Sociology	Conference on “ Maharashtraatil Samajshastra: Adhyapanva Adhyayan Vyavhar” Department of Sociology , Savitribai Phule Pune University, Pune on 27 th and 28 th November 2017	State
			Seminar on “Present Scenario of Ambedkariate Movement in Maharashtra”, organised by MUPTA & Educational	State

			Employees Welfare Association, Mumbai on 8 th January 2018	
17	Ms Sonal Mane Full Time Lecturer	BAMM	Panel Discussion on the theme of press freedom on the occasion of the "National Press Day" organized by U.S. Consulate, Mumbai	State
18	Ms Sana Khan Full Time Lecturer	BAMM	Panel Discussion on the theme of press freedom on the occasion of the "National Press Day" organized by U.S. Consulate, Mumbai	State
19	Dr. Kiran Singh, Associate Professor and HOD	Hindi	Workshop on "Health and Ayurveda" on organized by Khalsa College on 10 th March 2018	Local
20	Dr Usha Mishra Associate Professor	Hindi	Workshop on "Health and Ayurveda" organized by Khalsa College on 10 th March 2018	Local
21	Mr Hiralal Bhonsle, Assistant Professor	Sociology	Workshop on "Recent UGC Norms in API & CAS" Jointly organized by IQAC Cell, Pragati College, Dombivali & University of Mumbai on 12 th August 2017	Local
22	Shahjahan Khan, Full Time Lecturer	UGC Vocational	2-day Special Adventure Camp for faculty members organized by Z-Bac Adventures Institute Pvt. Ltd. In association with Dr BMN College of Home Science at Kolad on 24 th -25 th February, 2018.	Local
			Workshop on "Producing E-content" by Dr. Ritu Utpal organised by Dr BMN College of Home Science on 25 th and 26 th April 2018.	Local
23	Ms Hemlata Kumar, Full Time Lecturer	BMS	Seminar on Women Safety and Empowerment organised by Rotary Club in association with Dr BMN College of Home Science on 25 th November 2017	Local
24	Ms Shreya Mehta, Assistant Professor	Psychology	Seminar on 'School Psychiatry - Handling Adolescence at LTMG Hospital on 6 th January 2018	Local

Annexure no 11**Details of ICT Training****Smt. Maniben M.P. Shah Women's College of Arts & Commerce****“Enhancing Use of ICT for effective Teaching & Learning”****Senior College Teaching Staff****Organized by Utthaan- IQAC and Computer Centre (MMP Shah) and BCA Dept. (BMN College)**

Day	Topic	Resource Person	Date	Venue	Time
1	Academic use of MS- Excel (Excel for Teachers) 1. Introduction 2. Features of Excel 3. Understanding Workbook, Worksheets, Cell, Cell Address, Cell Pointer, Column Width 4. Formatting data 5. Inserting/Deleting : Row/Rows, Column /Columns 6. Using Formulas	Mr. Shahjahan Khan Ms. Sushma Shivkar Ms. Rajni Kanojia	8 Jan 2018 Monday	Computer Lab 1 St Floor	10.30am-12.30 pm
2	ICT Tools My classnotes.org	Ms. Kavita Kharapurkar	9 Jan 2018 Tuesday	Computer Lab 1 St Floor	10.30am-12.30 pm
3	Optimum use of Smart Classroom	Resource person from In-Focus	10 Jan 2018 Wednesday	Room no 14	10.30am-12.30 pm
4	7. Using Operators 8. Using functions (Mathematical, Statistical and String)	Mr. Shahjahan Khan Ms. Sushma Shivkar Ms. Rajni Kanojia	11 Jan 2018 Thursday	Computer Lab 1 St Floor	10.30am-12.30 pm

5	9. Creating Graphs (Charts) 10. Calculations of marks and Salary 11. Printing Sheets 12. Assignments	Mr. Shahjahan Khan Ms. Sushma Shivkar Ms. Rajni Kanojia	12 Jan 2018 Friday	Computer Lab 1 St Floor	10.30am-12.30 pm
6	ICT Tools 1. Animoto 2. Slide Share	Mr. Shahjahan Khan	13 Jan 2018 Saturday	Computer Lab 1 St Floor	10.30am-12.30 pm

Teachers will be provided with:

- Soft copy MS-Excel Notes

Annexure No: 12**Details of Minor Research Projects**

Sr. No.	Date of Submission	Title	Sponsored by	Amount sponsored (Rs.)	Name of the Faculty
1	Apr-18	A Study of the Shift in Paradigm from Cash to Cashless Financial Platforms in the Post–Demonetization Era	Smt. M M P Shah College of Arts & Commerce - Management Funds	25,000	CA. Soumya Nichani, Accountancy
2	Apr-18	Assessing the critical issue of student's absenteeism in Smt . MMP Shah Women's College of Arts and Commerce in various Under-Graduate Courses	Smt. M M P Shah College of Arts & Commerce - Management Funds	25,000	Ms. Nidhi Sawai Management Studies
3	Apr-18	Effect of Locus of Control on Adjustment, Attitude and Job satisfaction among teachers	Smt. M M P Shah College of Arts & Commerce - Management Funds	25,000	Ms. Reshma Murali Psychology
4	Apr-18	Impact of Mood on Learning and Memory among Adolescents-Optimal Use of Smart Classrooms	Smt. M M P Shah College of Arts & Commerce - Management Funds	25,000	Ms. Vaishnavi Verma Psychology

Annexure 13**Publications in Peer Reviewed Journals**

Sr · N o.	Title of Paper	Name of the Author/s	Department of the Teacher	Name of the Journal	Year of Public ation	ISBN/ISS N Number	International / National/ Others
1	Healthcare through Nutrition Education" Issues and Challenges	Dr. Leena Raje	Food and Nutrition	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
2	Managing Non-Performing Assets in Public Sector Bank: Issues and Challenges"	Dr. Daksha Dave	Economics	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
3	The Role of Teachers in all Round Developments of Students	Dr. Daksha Dave	Economics	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
4	Role of Religion and Education in Students' and Teachers' Lives	Dr. Heena Shah	Sociology	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
5	Corporate Social Responsibility Initiatives	Dr. Heena Shah	Sociology	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
6	A Study on Customer Retention	Mrs. Renuka Prajapati	Economics	Ajanta Multidisciplinary	2018	ISSN No. 2277-5730,	International

	Program: A Case of Speciality Store "Crossword"			Quarterly Research Journal		Impact Factor 5.2	
7	Impact of Banking Sector Reforms	Mrs. Renuka Prajapati	Economics	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
8	Selection of Educational Institute: A Case Study of Undergraduate Learners	Dr. Shiobha Dedhia	Commerce	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
9	Opportunities for Starting a Home-based Tiffin Service	Mrs. Madhavi Sathe	Food and Nutrition	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
10	Comparative Study of Ancient Gurulula and Modern Indian Education System: A Historical Perspective	Mrs. Darshana Buch	Foundation Courses	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
11	A Study in Participation of Women in Indian Banking Sector	Dr. Jyotsana Lal	Economics	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
12	A Transformation of a Tourist into a Purpose Driven Traveller	Dr. Shubhangi Kulkarni	M.Com	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
13	Role of Teachers in 21 st Century: Opportunities	Mr. Vasant Pansare	Marathi Department	Ajanta Multidisciplinary Quarterly	2018	ISSN No. 2277-5730, Impact	International

	& Challenges			Research Journal		Factor 5.2	
14	Role of Teachers in Quality Enhancement in Higher Education	Ms.Rekha Shelar	Sociology	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
15	ICT: A Tool to Enhance Learning Experiences in Early Childhood Classrooms	Dr. Sarita Kasaralkar	Child Development	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
16	Daycare Centre: A Boon for Working Parents in the City of Mumbai	Dr. Sarita Kasaralkar	Child Development	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
17	PNB Reforms and Auditing Reforms in Banking Sector	Dr(CA) Seema Gosher	Accountancy	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
18	A Study Regarding the Fact About How the Parents and Children React to Education in International Board and National Board	Dr(CA) Seema Gosher	Accountancy	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
19	Wellness Tourism: An Emerging Face of Tourism Sector in India	Dr. Shital Mandhare	M.Com.	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International

20	A Study On Transformational Trends In Indian Transport Sector	CA. Soumya Nichani	Accountancy	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
21	Role Of Educators in Moral & Social Responsibility Education	CA. Soumya Nichani	Accountancy	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
22	Role of Teachers in 21 st Century: Opportunities & Challenges	Ms, Rashmi Shetye-Tupe	Marathi	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
23	Need of Professional Development of Teachers in Education	Mr. Hiralal Bhosale	Sociology	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
24	Effect of Locus of Control on Job Satisfaction among Teachers	Ms. Reshma Murali and Ms. Sumaiya Patel	Psychology	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
25	Case Study: How Nykaa.com is winning through social media	Ms. Sana Khan	Mass media	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
26	“Adoption of Internet Banking by Consumers: An Extension of the Technology”	Ms. Neha Shaikh and Ms. Kejal Tarsariya	Commerce and Computer Department	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
27	To Study the Impact of Corporate Social	Ms. Neha Shaikh and Ms. Pinky	Commerce and Computer Department	Ajanta Multidisciplinary Quarterly	2018	ISSN No. 2277-5730, Impact	International

	Responsibility With Reference to Mahindra & Mahindra.	Makhwana		Research Journal		Factor 5.2	
28	"A Study on Impact of Child Labour in India"	Ms. Neha Shaikh	Commerce	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
29	Instagram: Networking to Retailing	Ms. Shagufta Memon	Mass Media	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
30	"Impact Of Cooperative Learning Approach On Students' Academic Performance In India"	Ms. Neha Shaikh and Ms. Renuka Prajapati	Commerce	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
31	Influence of Facebook Feeds on Millennial's Choice of Eating Destinations	Ms. Sonal Mane	Mass Media	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
32	Advantages of Privatisation in Education	Ms. Rajani Kanojia	Computer Department	Ajanta Multidisciplinary Quarterly Research Journal	2018	ISSN No. 2277-5730, Impact Factor 5.2	International
33	Comparative Study Of Prevalence Of Non-Communicable Diseases In Families Belonging To Three Socio Economic Groups In	Ms. Akhila Vaidyanathan and Madhavi Sathe	Food and Nutrition	International Journal of Current Research	2017	ISSN No. - 54143-54145	International

	Mumbai						
34	Internal And External Analysis Of Jio Pg. No 43-48	Dr. (CA) Seema Gosher	Accountancy	Aarhat Multi-Disciplinary International Educational Journal	2018	ISSN No. -2278-5655	International
35	Smart Cities – The Drivers Of Economic Growth & Sustainable Development	CA. Soumya Nichani	Accountancy	International Journal Of Research Culture Society (UGC Approved Journal No: 64291)	2018	ISSN No. - 2456-6683	International
36	Relationship Between Perceived Stress, Resilience And Life Satisfaction amongst Teachers	Ms. Shreya Mehta	Psychology	International Multidisciplinary Quarterly Journal, Peer Reviewed Referred Journal No 40776	2018	ISSN No. - 2277-5730	International
37	GST and Retail Sector: Issues And Challenges”	Dr.Daksha Dave	Economics	Concept, Multidisciplinary Annual Research Journal	2018	ISSN No. – 2394-8922	National
38	Dahi Disha	Mr. Vasant Pansare	Marathi Department	Shod Samiksha & Mulyankan	2018	-	National
39	New Emerging Indian Woman & Her Role in Family	Mrs. Renuka Prajapati/ Dr. Shubhangi	M.Com	Recent Advances In Women Studies	2018	ISBN No. -978-93-5268-833-3	National

	Decision Making	Kulkarni					
	Internet For Youngsters: A Curse or a Blessing	Dr. Shubhangi Kulkarni/ Ms. Sayali Kadam	M.Com	Multidisciplinary Peer Reviewed Journal "Concept"	2018	ISSN No. -2394-8922.	National
40	Need for Vocational Education & Skill Based Training in India	Dr. Shubhangi Kulkarni	M.Com	Peer Review Journal- IDEAS	2017	ISSN No. -2320-0162.	National
41	Loneliness And Perceived Social Support As A Function of Internet Addiction Among Young Adults	Ms. Karuppaswamy B, Vaishnavi Verma.	Psychology	Multidisciplinary Peer Reviewed Journal "Concept"	2018	ISSN No. - 2394-8922	National
42	A Comparative Study of Family-Work Conflict and Life Satisfaction Amongst Working Married Couples	Ms. Shreya Mehta , Marian Parayil, Aishwarya Singh	Psychology	Multidisciplinary Peer Reviewed Journal "Concept"	2018	ISSN No. -2394-8922	National
43	Impact of Neuroticism On Perceived Negative Life Events And Emotion Regulation Among Adults	Isola S, Reshma Murali	Psychology	Multidisciplinary Peer Reviewed Journal Concept	2018	ISSN No. - 2394-8922	National

44	Effect Of Forgiveness On Shame & General Health Amongst Introverts And Extroverts	Madre P, Reshma Murali	Psychology	Multidisciplinary Peer Reviewed Journal Concept	2018	ISSN No. - 2394-8922	National
45	A Study On Consumers' Purchase Behaviour In Out Of Stock Situation At Retail Outlets In Mumbai	Dr. Shital Mandhare	M.Com.	Concept: Multidisciplinary Peer Reviewed Journal	2018	ISSN No. - 2394-8922	National
46	Effect of Wisdom on Forgiveness , Gratitude and Happiness among older adults	S Koshy., Vaishnavi. Verma, & Archana.P atki	Psychology	Indian Journal of Mental Health Issue	2017	ISSN 2394-4579	National
47	Relationship between Athletic Identity , Sports Motivation and Dispositional Optimism among College students participating in Individual sports	A. Dandekar, Jennifer. Chandani & Archana Patki	Psychology	Indian Journal of Mental Health Issue	2017	ISSN 2394-4579	National
48	A Study on the Relationship between Flow	Kulkarni. A, Murali. R & Patki.	Psychology	Indian Journal of Mental	2017	ISSN 2394-4579	National

	Theory and Yoga Therapy and its Effects on Coping with Stress	A		Health Issue			
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Annexure No: 14
Publications in Conference Proceedings

Sr No	Name	Title of Papers	Publication Name	Conference Proceedings	National/ International	ISBN/ ISSN
1	Dr. Jyotsna Lal	A Study on Female Workforce Participation in India	Recent Advances in Women Studies	Recent Advances in Women Studies	International	ISBN No. 978-93-5268-833-3
2	Dr.(CA)Seema Gosher	Make in India: A Case Study of Lijjat Papad and Women Entrepreneurship. PG 17-21	Conference proceedings: Recent Trends And issues in Commerce Management And Economies :A Road Map To Change India's Future	Make in India	International	ISSN NO.2249-3867 Impact Factor 5.1899(UIF)
3	Ms. Ashwini Prabhu	“Promoting E-resources : A practical experience”	Proceeding of National Conference on “Library Innovations for Excellence” 16-17 February 2017.	“Library Innovations for Excellence”	National	ISBN No. 81-7019-569-2
4	Ms. Shaligram. A, & Ms. Vaishnavi Verma	Effect of Parenting styles and Feeding Styles on Adolescent Mental Health	InScience Press	International Psychological Conference and Trends	International	ISSN No. 2184-2205
5	Dr. Leena Raje	Enhancing Food Security Through Agricultural Innovations: Recent Trends	--	International Conference On Way Forward For 21st Century	International	ISBN No.- 978-93-87656-25-3
6	Dr. Shubhangi Kulkarni	Rise Of Professional Consumer	--	Proceedings of International Conference On Way Forward for 21st Century	International	ISBN No.- 978-93-87656-25-3
7	Dr. Shital Mandhare	Importance of Marketing Strategies in a changing Business Environment: A Case Study of Reliance Jio	--	Proceedings of International Conference On Way Forward For 21st Century	International	ISBN No. - 978-93-87656-25-3

Annexure No: 15
Book Publications and Chapters in Books

Sr. no	Name of Faculty/ Department	Name of Book/Title of Chapter	Name of Book	Level	ISBN No.	Name of Publisher
1	Dr. Avaneesh Bhatt Department of English	Hasta Ramta Vigyan (Gujrati Translation of DS Itokar's Marathi Educational Book)	—	National	978-93-5122-678-9	RR Sheth, Ahmedabad
2	Mr. Prashant Deshpande Department of Hindi	Mai Manushya To Hu Na	Third Gender ke Sanghrsh ka Yatharth: Nalasopara	National	978-81-936743-0-7	Vikas Prakashan Kanpur

Annexure No: 15**Faculty served as experts, chairpersons or resource persons**

Sr. no	Name of Faculty	Invited by	Topic	Date
1.	Mrs. Archana Patki, Associate Professor, Department of Psychology	Round Glass Peace 'Eunoia' - a Youth Mental Health Festival'	Judge at National level Poetry Competition	18-9-2017
		ICSSR Sponsored National Seminar at D. B. PG College, Raipur	Chief Guest and Keynote Speaker: "Family Fragmentation: Nuclear Family and Parting role of Grandparents and Grandchildren"	16-11- 2017
		BPA conference at S.P.N.Doshi College, Mumbai	Chairperson, Scientific session Positive Footprints: Towards A Healthy Society'	12,13-1-2018
		L.J.N.J. Mahila Mahavidyalaya, Mumbai	External Auditor Academic Audit	14- 2-2018
		National Level Conference Dept.of Sociology, L.J.N.J. Mahila Mahavidyalaya, Mumbai	Chairperson, Scientific session 'Protection of Child Rights: Issues & Challenges'	14- 3- 2018
2	Dr. Bhavna Dubey, Associate Professor, Department of Sociology	Maniben Nanavati Women's College, Mumbai	Chairperson, Content Analysis Workshop for Sociology	14-7-2017
		Samaldas Arts College, Bhavnagar	Panellist at 2 days State level Seminar	25-7-2017
3	Dr. Usha Mishra, Associate Professor, Department of Hindi	Maharashtra Rajya Hindi Sahitya Academy, Mumbai	Panellist State Level Best Book Award	8-9-2017
		Hindustani Prachar Sabha, Mumbai	Judge at State level Elocution Competition	29-1-2018
4	Dr. Daksha Dave, Associate Professor, Department of Economics		External Expert for MA	May 2018
		MD Shah Mahila College, Mumbai	Chairperson, International Conference	January 2018

		Veer Narmad University, Gujarat	External Expert for PhD viva voce	
5	Dr. Shobha Dedhia, Associate Professor, Department of Commerce	Maniben Nanavati Women's College, Mumbai	External Expert for MCom	May 2018
6	Mr. Vasant Pansare, Assistant Professor, Department of Marathi	SNDT Churchgate College	External Expert for MA Marathi	March 2018
		Mani Bhavan, Mumbai	Judge	August- September 2017
7	Dr. Shubhangi Kulkarni, Incharge, PG, Commerce	MD Shah Mahila College and SPN Doshi College, Mumbai	External Expert for MCom	April 2018
8	Dr. Shital Mandhare, Lecturer, PG Commerce	MD Shah Mahila College and SPN Doshi College, Mumbai	External Expert for MCom	April 2018

Annexure 16**Awards received for Research**

Sr. No.	Name of the Award	Name of the Awardee with contact details	Title of the conference or program	Name of the Awarding Agency	Year of Award	Incentive details
1	Outstanding Research Paper	Dr. Leena Raje, Principal,	International Interdisciplinary conference titled, "Way Forward for 21st century"	Shri M.D Shah Mahila Mahavidyalaya, Mumbai	17 th Feb. 2018	Felicitated with a memento for an Outstanding Research Paper

Annexure 17**Medals in / awards won by students in Sports/Games and other events**

Sr. No.	Name of the Students	Class	Sport Event	International/ National/ State/ University/ College Level	Venue	Name of Award/ Medal
1.	Priyanka Vinjale	M.Com- II	Kabaddi	Interuniversity All India, Ashwamedh (state level)	Chennai (Ist level), Gujrat (IInd level), Dapoli	IIIrd place
2.	Prapti Solkar	S.Y.B.A.	Kabaddi	College Level, Ashwamedh (state level)	Dapoli	IInd place
3.	Aarti Deshmukh	F.Y.B.A.	Athletics (1500mt. run 800mt. run 400mt. run Road Race)	Interuniversity All India, Ashwamedh (state level)	Dapoli, Nashik	IInd place IInd place IIIrd place IInd place
4.	Jeevita Shetty	S.Y.BAFI	Badminton	Interuniversity All India	Jalgaon	

Annexure 18**Medals in / awards won by students in – Cultural**

Sate/University Level Winners
Ms. Namrata Gosiya & Group (Indian Group Song)
Ms. Rutuja Joshi (Classical Dance)
Ms. Mamtule Nida & Group (Folk Dance)
Ms. Juille Lele (MA-II) Light Vocal Solo-Yuva Grand Finale
Ms. Sweeti Tandan (BAMM) (Photography & Theatre) Yuva Grand Finale
Ms. Rejal Sunke Theatre Yuva Grand Finale

Annexure 19**Financial support from other sources**

Sources	No. of Students	Amount
Lions Club of Sion Charity Fund	24	54,000
Lions Clubs International Dist 3231 A	12	36,000
Balaji Charitable trust	10	25,000
Lions India Education Promotion Council	03	49,400
Karmyogi Prathishthan	20	60,000
Quest Foundation	232	12,49,600
Total	301	14,74,301

Annexure 20**Students appearing for: Total: NET- 15; SET- 08****MCom**

Name of students (NET)	Name of students (SET)
Ms. Siddhi Mhasde	Ms. Siddhi Mhasde
Ms. Pushpa Sonith	Ms. Pushpa Sonith
Ms. Deepali Karadkar	Ms. Deepali Karadkar
Ms. Neelam Bharkhada	Ms. Neelam Bharkhada

M.A Psychology- 03 (NET); 01 (SET)

Name of students (NET)	Name of students (SET)
Ms. Amruta Saligram	Ms. Zainab Satadawala
Ms. Urveez Kakaliya	
Ms. Zainab Satadawala	

Hindi - 06 (NET); 03 (SET)

Name of students (NET)	Name of students (SET)
Ms. Nitu Vishwakarma	Ms. Samina Shaikh
Ms. Aarti Mishra	Ms. Suman Yadav
Ms. Suman Yadav	Ms. Mamta Singh
Ms. Samina Shaikh	
Ms. Mamta Singh	
Ms. Vidhya Khabale	

Marathi- 01 (NET)

Name of students
Ms. Sheetal Kamble

Sociology-01(NET)

Name of students
Ms. Priyanka Shinde

Ms. Shifa Boat Psychology graduate completed M.Sc in Human Development and appeared for SET

Annexure 21

**Report to Smt. Maniben M. P. Shah Women's College of Arts and Commerce
Principal and Head Coordinators**

Stream	Batch size	Date started	Date complete	Placed Number	Trainer
BCom	40	15-Dec-2016	03-May-2017	17	Steffi
BMS & BAFI	40	15-Dec-2016	26-April-2017	25	Steffi
BCom & BMS	14	8-May-2017	5-July-2017	9	Steffi
Total	94			51	

Subject: Final Training Report 2017-18

Total **Placed students** through TechnoServe is 51 and **Self-placed students because of TechnoServe Training and counselling** is 9.

Summary of training:

The students have completed 100 hours' worth training on Personal Effectiveness, Professional Effectiveness, Work Readiness, Employer Led Modules, Group Counselling, Personal Counselling during Training, multiple rounds of post placement counselling.

Summary of placements:

Company Name	Number of students placed	Salary offered
HDFC Securities	04	1,63,000
ICICI Bank	14	1,68,000
ICICI Lombard	02	1,75,000
ICICI Prudential	09	2,40,000
HERE Solutions	04	2,20,000
HGS	01	1,50,400

Prodata	03	1,10,000
Globus	02	1,80,000
5 Paisa Ltd.	02	1,80,000
Ross Warner HR Solutions	01	96,000
Self-Placed	09	
Total	51	

Note: Remaining students are undergoing interview and placement processes.



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Report to Smt. Maniben M. P. Shah Women's College of Arts and Commerce Principal and Head Coordinators

Subject: Training Report 2017-18

Stream	Batch size	Date started	Date complete	Placed Number	Trainer
BAFI	44	08-Jan-2018	Ongoing	13	Steffi
BMS & BCom	39	11-Jan-2018	Ongoing	28	Steffi
Total	83			41	

Total **placed students** through TechnoServe is 41. We have 9 students shortlisted for different processes.

Summary of training:

The students are undergoing an 80 hours' worth training on Personal Effectiveness, Professional Effectiveness, Work Readiness, Industry Led Modules, Group Counselling, and Personal Counselling. We conducted a Parent Engagement Session for both the batches. A Student Engagement Activity with the company Directi was organised to address interview skills and the functioning of a corporate.

Summary of placements:

Company Name	Number of students placed	Salary offered
ICICI Bank	10	1,68,000
Sutherland	7	1,40,000-1,80,000
ICICI Prudential	3	2,40,000
Datamatics	19	1, 40,000-1,80,000
Andromeda	2	1, 62,000
Total	41	

Note: Remaining students are undergoing interview and placement processes.

Annexure 22**Best Practice I****Annual Academic Audit****Goal:**

To audit each department's academic work, carried out throughout the year.

Context:

We felt that although every department regularly carried out academic programmes over the year, a standard format should be devised to evaluate departments' achievements. To serve this purpose, we began conducting an internal audit of every department. The departments will be evaluated by external auditors later.

Practice:

Considering the basic requirements of every department's activities, and also aiming for the overall improvement of each department, college prepared an evaluation scheme for departments. Two teams of four members each, consisting of three IQAC members and one senior faculty member, evaluated all the departments over three days. The departments were asked to produce routine things like attendance books and teaching-plan books, over and above documentary evidence for every claim they made for activities the conducted.

Evidence of Success:

By this evaluation process, all departments properly organised various documents related to their activities. By the thought process involved in preparing the file to face the academic audit, the faculty members themselves learnt where they were lacking and how some departments focused on only specific activities. Eventually, the exercise helped all departments to diversify the academic work they had been engaged in. As an offshoot of annual academic audit, now every department prepares a budget for the proposed activities and its approximate expenditure at the beginning of the year. This has immensely helped the management to prepare for the expenses and the IQAC to prepare the academic calendar.

Challenges:

Since we had formed two teams of four members each to conduct the audit, we sensed that each team had a different way to approach the audit questions and evaluation. We decided that a single team of five members would do a better job.

Best Practice II

Academic Advancement Centre

Goal:

To improve overall academic performance of students

Context:

We realised that our students, since most belonged to families that do not spend money on value addition activities for a girl child. Hence, when girls reach college, they are found to be weak in oral communication, writing skills, computer skills, handwriting quality, vocabulary and so on.

Practice:

Academic Advancement Centre began conducting various value addition courses, targeting various sections of students. This filled the gap in students' abilities as they learnt many things that they should have ideally learnt at secondary school level. The centre also focuses on making students aware of various career avenues in their respective fields.

With this in mind, the centre conducted Learning Level Tests for all the UG and PG students to categorise them and then over the year conducted workshops on self-motivation, effective communication, online trading and presentation skill.

Evidence of Success:

Students' enthusiastic response is the most significant evidence of success for these small courses. Students stay back for courses even after the regular classes get over and attend the courses with interest.

Challenges:

Since our college is in Mumbai city, known for space crunch, we often find it difficult to provide rooms for classes to be conducted for the Academic Advancement Centre. We can, however, overcome this challenge by making extensive adjustments to the time-table.
