राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

Annual Quality Assurance Report (AQAR)

(As per Guidelines Revised in October 2013)
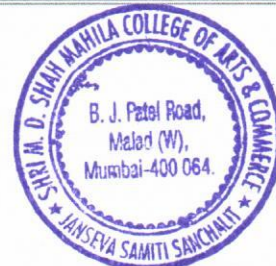
2014-2015

CGPA : 3.11

JANSEVA SAMITI SANCHALIT

Shri M. D. Shah Mahila College of Arts and Commerce

NAAC RE-ACCREDITED 'A' GRADE WITH CGPA : 3.11

(Affiliated to S.N.D.T. Women's University, Mumbai)

B. J. PATEL ROAD, MALAD (WEST), MUMBAI – 400064.

Contents

Vision

To enlighten and empower women to become instrumental in enhancing the quality of society.

Mission

➢ To provide quality education without discrimination to one and all.

➢ To prepare economically and socially independent, value oriented citizens.

➢ To develop competent, confident and positively inclined individuals.

➢ To expose academically weak students to go for higher education.

➢ To encourage and help economically deprived students for higher studies.

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2013-14)*   2014-2015

1. Details of the Institution

1.1 Name of the Institution	JANSEVA SAMITI SANCHALIT SHRI M. D. SHAH MAHILA COLLEGE OF ARTS AND COMMERCE
1.2 Address Line 1	B. J. PATEL ROAD,
Address Line 2	NEAR LIBERTY GARDEN, MALAD (WEST),
City/Town	MUMBAI
State	MAHARASHTRA
Pin Code	400064
Institution e-mail address	mdshahmahilacollege@gmail.com info@mdsmc.ac.in
Contact Nos.	022-61319000 / 61319001
Name of the Head of the Institution:	DR. DEEPA SHARMA
Tel. No. with STD Code:	022-28824860 / 28831622

Mobile:	+91-9820495951	

Name of the IQAC Co-ordinator: Dr. Ranjana R. Mishra

Mobile: +91-9892106889

IQAC e-mail address: iqac@mdsmc.ac.in

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* MHCOGN10155

1.4 **NAAC Executive Committee No. & Date:** EC/47/RAR/02
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address: www.mdshahmahilacollege.ac.in

Web-link of the AQAR: http://www.mdshahmahilacollege.ac.in/iqac/internal-quality-assurance-cell.htm

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	80-85 %	2002	5 YRS
2	2nd Cycle	A	3.03	2009	5 YRS
3	3rd Cycle	A	3.11	2014	5 YRS
4	4th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY 15/10/2004

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11submitted to NAAC on 12-10-2011)

   i. AQAR ___14/07/2009 ___(DD/MM/YYYY)
  ii. AQAR ___01/08/2010 ___((DD/MM/YYYY)
 iii. AQAR ___18/08/2011 ___((DD/MM/YYYY)
 iv. AQAR ___15/07/2012 ___((DD/MM/YYYY)
  v. AQAR ___26/07/2013 ___((DD/MM/YYYY)
 vi. AQAR ___24/09/2014 ___((DD/MM/YYYY)

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)   Bachelor of Computer Application – (BCA)
                      Bachelor of Mass Media- (BMM)
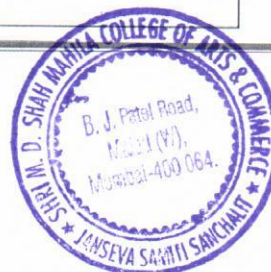
1.11 Name of the Affiliating University *(for the Colleges)* | **S.N.D.T. WOMEN'S UNIVERSITY, MUMBAI** |

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

Autonomy by State/Central Govt. / University [ ]

University with Potential for Excellence [ ]   UGC-CPE

[ ]

DST Star Scheme [ ]   UGC-CE

[ ]

UGC-Special Assistance Programme [ ]   DST-FIST [ ]

UGC-Innovative PG programmes [ ]   Any other *(Specify)* [ ]

UGC-COP Programmes [✓]

2. IQAC Composition and Activities

2.1 No. of Teachers | 1+ 9 =10 |

2.2 No. of Administrative/Technical staff | 1 |

2.3 No. of students | 2 |

2.4 No. of Management representatives | 1 |

2.5 No. of Alumni | 1 |

2. 6 No. of any other stakeholder and

community representatives | 1 |

2.7 No. of Employers/ Industrialists | - |

2.8 No. of other External Experts | 1 |

2.9 Total No. of members | 17 |

2.10 No. of IQAC meetings held   - 04

2.11 No. of meetings with various stakeholders: No.   11   Faculty   04

Non-Teaching Staff Students   02   Alumni   01   Others   04

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

If yes, mention the amount   Rs.4,00,000/-   ✓   ☐

2.13 Seminars and Conferences (only quality related)

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

Total Nos.   2   International   ☐   National   ☐   State   2   Institution Level   ☐

(ii) Themes   1. CSR (for teachers)
2. Adding Life to LIFE (for non-teaching staff)

2.14 Significant Activities and contributions made by IQAC

- MOU drawn with Ambuja Cements (CSR sector)
- Research Cell arranged for training of 30 students in Research Methodology
- Guidance to staff members to apply for Minor and Major Research Projects

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
1. Form UGC Committee	1. Planned and directed financial aid under appropriate heads for development of academic and administrative procedures under XII plan
2. Celebrate 50 years of the management	2. Noted social figures like Smt. Anandiben Patel, Smt. Hema Malini and Shri Gopal Shetty graced the college events (Golden Jubilee celebrations)
3. Benchmarking	3. A project on Benchmarking

	conducted among 3 SNDT affiliated colleges and paper presentation at NAAC sponsored National level Seminar on Benchmarking.
4. Prepare proposal and apply for CPE	4. Proposal sent to UGC through University
5. Apply for 'Best college in the University' and "Best Teacher'	5. Won both the awards in the Centenary function of the University.

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes ✓ No ☐

    Management ✓   Syndicate ☐   Any other body ⊠

Provide the details of the action taken
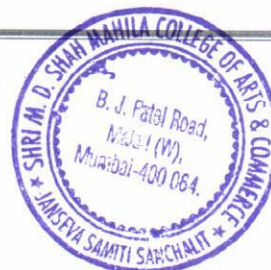
Part – B

Criterion – I

1. 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	0	0	0	0
PG	0	0	02	0
UG	06	0	04	0
PG Diploma	0	0	0	0
Advanced Diploma	03	0	0	03
Diploma	03	0	0	03
Certificate	03	0	0	03
Others	0	0	0	0
Total	15	0	06	09

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

Pattern	Number of programmes
Semester	09
Trimester	
Annual	12 (4 COP prog at 3 level)

1.3 Feedback from stakeholders*   Alumni ☐   Parents ☐   Employers ☐   Students ✓
   (On all aspects)

   Mode of feedback   :   Online ✓   Manual ✓   Co-operating schools (for PEI) ☐

*Please provide an analysis of the feedback in the Annexure

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

> Yes, the syllabi for first year Degree course of Arts were restructured.

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

> NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
58	35	22	01	

2.2 No. of permanent faculty with Ph.D.

19

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	09								

2.4 No. of Guest and Visiting faculty and Temporary faculty

16	13	09

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	09	17	11
Presented	12	24	06
Resource Persons	01	03	02

2.6 Innovative processes adopted by the institution in Teaching and Learning:

> To provide additional information about people land, flora, fauna, dress, dance, music, languages and dialects of India to students by exposing them to rich cultural heritage through
>
> i.   Visits and study tours /
> ii. Theatre activities and
> iii. Movie club- Enriching students' with knowledge of Theatre and   enabling an opportunity to interact with movie/theatre artistes,   directors, visualizers and so on.

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

180

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

Strict rules displayed on notice board to be followed by students during examinations

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

09	00	04

2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	366	02	22	44	14	83
B.COM.	352	00	06	38	22	68

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

The Academic Council of the college under the Educational Excellence and Leadership Cell monitors the teaching-learning process through the Heads of the Departments. In addition the annual audit of the academic departments is conducted to assess the progress of each department.

2.13 Initiatives undertaken towards faculty development   YES

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC – Faculty Improvement Programme	00
HRD programmes	46
Orientation programmes	01
Faculty exchange programme	00
Staff training conducted by the university	0
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	00
Others	**01**

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	65	10	00	00
Technical Staff	01	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

- UGC Planning Committee - Guidance is provided to faculty members in preparation of research proposals

- Knowledge sharing sessions are held to enable Faculty members to share the papers presented at various National/International seminars

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	0		
Outlay in Rs. Lakhs	282500/-	0		

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	1	1
Outlay in Rs. Lakhs	--	--	--	95000/-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	00	06	00
Non-Peer Review Journals	--	03	--
e-Journals	--	01	--
Conference proceedings	--	19	--

3.5 Details on Impact factor of publications:

Range [X]   Average [X]   h-index [X]   Nos. in SCOPUS [X]

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				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No. | 03 | Chapters in Edited Books | 16 |

ii) Without ISBN No. | ----- |

3.8 No. of University Departments receiving funds from

UGC-SAP | X | CAS | X | DST-FIST | X |

DPE | X | DBT Scheme/funds | X |

3.9 For colleges   Autonomy | X | CPE | X | DBT Star Scheme | X |

INSPIRE | X | CE | X | Any Other (specify) | X |

3.10 Revenue generated through consultancy | NIL |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	--	--	--	01
Sponsoring agencies	--	--	--	--	College

3.12 No. of faculty served as experts, chairpersons or resource persons | 02 |

3.13 No. of collaborations   International | 1 | National | 1 | Any other | X |

3.14 No. of linkages created during this year | 1 |

3.23 No. of Awards won in NSS:

University level	00	State level	00
National level	00	International level	00

3.24 No. of Awards won in NCC:

University level	00	State level	00
National level	00	International level	00

3.25 No. of Extension activities organized

University forum	00	College forum	05		
NCC	06	NSS	05	Any other	X

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

- NSS Unit prepared 10 street plays on issues to create awareness society
- The Health department of the college conducted Thalessemia and Aneamia **health camps for first year degree students**

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5630.9 Sq.Mtr	--	--	5630.9 Sq.Mtr
Class rooms	36	--	--	36
Laboratories	04	--	--	04
Seminar Halls	02	--	--	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	05 LCD PROJECTOR 03 PC	UGC	03
Value of the equipment purchased during the year (Rs. in Lakhs)	--	495654/-	UGC	495654/-
Others	--		--	

4.2 Computerization of administration and library

> Administration and Library are fully computerized with supportive License Software i.e. Microsoft Campus License Agreement/ Tally ERP 9 / ISM / ETDS / SDMS / LDMS / Soul 2.0 / ESSL / Quick Heal / e Scan

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	35388	---	745	247271	36083	-----
Reference Books	4164	---	---	----	4164	---
e-Books	14	---	---	---	14	---
Journals	37	---	---	---	37	---
e-Journals	28	---	---	---	28	---
Digital Database	---	---	---	---	---	---
CD & Video	104	---	---	---	104	---
Others (specify)	---	---	---	---	---	---

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	176	120	00	10	00	36	10	00
Added	02	00	00	00	00	01	00	00
Total	178	120	00	10	00	37	10	00

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

> Students are trained in basic Computer skills (Theory and Practical)

4.6 Amount spent on maintenance in lakhs :

i)   ICT   396387/-

ii) Campus Infrastructure and facilities   00/-

iii) Equipments   4,95,654/-

iv) Others   00/-

Total :   8, 92,041/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> A network has been developed for easy flow of information through leaders (Class representatives, Health representatives, General Secretaries, Discipline Representatives, Sports GS)

5.2 Efforts made by the institution for tracking the progression

> The academic departments record progression of students graduating from the college

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3280	209	00	100

(b) No. of students outside the state

31

(c) No. of international students

NIL

Men	No	%		Women	No	%
	00	00			3589	100

	Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2813	54	10	7	03	2887	2344	213	22	12	02	3280

Demand ratio 1.20   Dropout % 2

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

> We have competitive exams preparation cell. This prepares students for IAS, IPS, MPSC, Banking, Recruitment Board and other Competitive exams.

No. of students beneficiaries

90

5.5 No. of students qualified in these examinations

NET	01	SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	00

5.6 Details of student counselling and career guidance

The college has a Career Guidance & Counselling Cell which assists students in matters of career, academic issues and personal problems affecting studies.

No. of students benefitted   87

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	200	04	--

5.8 Details of gender sensitization programmes

13 academic departments conduct one gender sensitization programme each (skit, poster-making, guest lecture, essay-writing, mono-acting, debate)

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level   32   National level   36   International level   00

No. of students participated in cultural events

State/ University level   25   National level   00   International level   00

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

Sports: State/ University level   05   National level   00   International level   00

Cultural: State/ University level   03   National level   00   International level   00

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	135	525/- per student
Financial support from government	--	000
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level [01]   National level [00]   International level [00]

Exhibition: State/ University level [01]   National level [00]   International level [00]

5.12 No. of social initiatives undertaken by the students [16]

5.13 Major grievances of students (if any) redressed: _____NIL_____

1. Conflict among 4 students (teasing and bullying)

2. Misunderstanding between teacher and student over internal

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> ### *Vision*
>
> To enlighten and empower women to become instrumental in enhancing the quality of society.
>
> ### *Mission*
>
> ➤ To provide quality education without discrimination to one and all.
>
> ➤ To prepare economically and socially independent, value oriented citizens.
>
> ➤ To develop competent, confident and positively inclined individuals.
>
> ➤ To expose academically weak students to go for higher education.
>
> ➤ To encourage and help economically deprived students for higher studies.

6.2 Does the Institution has a management Information System

Yes

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The academic departments arrange for Guest lectures in various topics related to the curriculum. Add-on courses and Bridge courses are offered to students which strengthen the knowledge in addition to the prescribed syllabus.

6.3.2 Teaching and Learning

Individual teachers enhance their teaching methods through various innovative methods of teaching like group discussions, role play, seminars, Quiz, power point presentations, short films followed by discussions, etc.

6.3.3 Examination and Evaluation

Teachers use varied methods to assess and evaluate students. Some of the methods include visit reports, projects, presentations, open book exams, and interviews.

6.3.4 Research and Development

Training programme for students in Research

6.3.5 Library, ICT and physical infrastructure / instrumentation

6 classrooms have been equipped with LCD projectors to assist teaching.
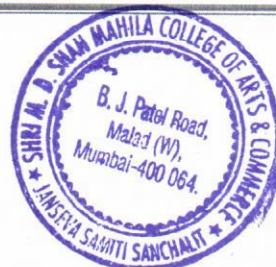
6.3.6 Human Resource Management

Students are trained in Entrepreneurial skills by the MDSLSE UNIT (M D Shah Life Skill Education)

6.3.7 Faculty and Staff recruitment

N.A.

6.3.8 Industry Interaction / Collaboration

The Economics, Accounts, Commerce, Sociology and BMS departments undertake short and/or long visits to industries.

6.3.9 Admission of Students

Our Admission Committee orient Students about different courses

6.4 Welfare schemes for

Teaching	----
Non teaching	----
Students	Insurance

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done ✓ Yes ☐ No

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

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

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

For UG Programmes Yes ✓ No ☐

For PG Programmes Yes ✓ No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Masking of Answer books & Internal Squad to control copying

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

University encourages affiliated colleges to opt for autonomy.

6.11 Activities and support from the Alumni Association

Every department conducts activities with alumni.
Alumni interact with students when invited as guest speakers.
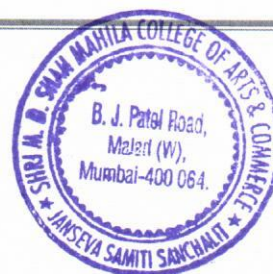
6.12 Activities and support from the Parent – Teacher Association

The Parent-Teacher Association of the college meets twice a year to discuss matters relating to teaching-learning process. The association also acknowledges the meritorious students by awarding medals and certificates to rank holders. In addition, the PTA provides financial assistance to economically weak students to enable them to continue their studies.

6.13 Development programmes for support staff

A seminar and cultural event (both intercollegiate level) is organised for the administrative and support staff annually. The seminar is a continuation of the development workshops under the topic "Adding LIFE to Life". Each year a Quality Circle is formed among the support staff to bring about qualitative changes in the administrative processes.

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

The campus has installed solar panel which illuminates the lights in the college corridors.

Installation of ELCB helps to cut off the power supply completely at each floor when not needed. This facility is particularly useful when classes culminate and use of power is not required in the entire floor.

Criterion – VII

7. 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.

1. Preparation of a Benchmarking tool in collaboration with 2 "A"-grade colleges of SNDT Women's University.

2. Sustaining the International collaboration with Denmark school

3. Provision of opportunity to interact with high profile personalities and celebrities from various fields during the programmes organised to celebrate the 50th year of the Management of the college.

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

1. The College organised the Golden Jubilee celebration by inviting dignitaries from various fields such as Smt. Anandiben Patel, Shri Gopal Shetty, Ms. Hema Malini, Ms. Bhagyashree Patwardhan, Shri Rameshbhai Ojha, and Ms. Pearl Tiwari.

2. Applied to UGC for College for Potential Excellence (CPE) through University, wherein our college was among the 3 best colleges selected by the University. Thus application for proposed seminar on Quality was planned for the coming year.

3. IQAC organised an Intercollegiate Seminar on CSR. It culminated with an industry-institutional linkage with Ambuja Cements.

4. A Quantitative Benchmarking tool was prepared in collaboration with 2 "A" Grade colleges of SNDT Women's University.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

Annexure : A

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

The NCC Unit conducted tree plantation drive and beach cleaning programmes.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [ ]

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

The Academic Council of the college conducted intra-departmental audit of the academic departments.

## 8. **Plans of institution for next year**

1. Proposal for Seminars on Quality to NAAC AND UGC

2. MOU for CSR activities with industries and NGOs

3. Feedback from Parents, Alumni, Community, Management and Vendors and Suppliers

4. Institutional Research project on Thalessemia and Anaemia and its impact on academic achievement

5. Provision of free nutritious meal programme – AARAMBH- for economically weak students, a CSR initiative by teachers.

6. Adoption of Malad Railway station as a CSR activity of the college

Name : Dr. Ranjana Mishra   Name : Dr. Deepa Sharma

Ranjana Mishra

Signature of the Coordinator, IQAC   Signature of the Chairperson, IQAC

***
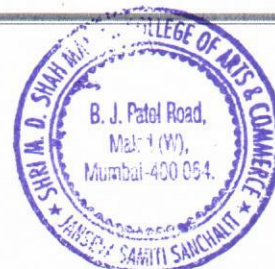
Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

****
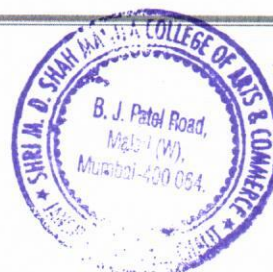
The best practices followed by MDSC contributing to the achievement of Institutional objectives and quality improvement are –

I.   **Best Practice regarding Student Welfare**

- Title of the Best Practice– Health Assurance

1. Goals -

- Screening for health problems among studnts and staff members
- No incidence of anaemia among students
- Screening for Thalessemia minor and counseling to students and parents of students detected with Thalessemia minor.

Additional Goals -
- Creating an environment for health awareness among students and staff members
- Developing a system for sustained attention towards healthy living.

2.   The Context -

The constant incidence of students falling ill during college hours and the need to look out for a doctor in emergency compelled the college authorities to analyse the situation and find a solution. Thus the college established a Health Committee in 2006. The work in the first year brought to the attention of the Health Committee the need to streamline their processes. The committee laid out a plan to –

- Arrange for health camps (with help from ENT specialists)

- Arrange for special health camps to detect Anemia and Thalessemia cases

- Plan follow-up and intervention strategies for those diagnosed as severely anemic and/or Thalessemia minor.

- Approach doctors and organizations supporting educational institutes

- Conduct awareness programmes in college

3. The Practice –

Aarogyam Health Committee planned to reach out to the entire student population studying at the First year level of Degree College in Arts and Commerce stream. It was decided by the Health Committee members to undertake Anemia and Thalessemia testing camp. Upon contacting the doctors, a medical team arranges for conducting of the tests. Thereafter the reports are collected and bifurcated according to the intensity of the cases. Students found with deficiency of iron are given medicines after consulting the doctors. Severely anemic

students and those diagnosed as Thalessemia minor cases are treated with extreme care. The parents of such students are called and a counseling session by professionals is held for such cases. Regular feedback and follow-up is maintained.

The Health Committee has appointed students as Health Representatives in every class to enable easy dissemination of information. These Health representatives are an active part of the awareness programmes organized by the Committee. Several activities like chart making, essay writing and slogan writing competitions are organised. The students also update a Notice board used to display information about health and healthy living.

5. Evidence of Success

The Health assurance project is seen as a successful venture by the authorities as it not only helps in detecting the problems in the initial stage but also creates an opportunity for the facilitators to assist the students towards speedy recovery. It is indeed a reassurance that a compulsory annual programme of detection and diagnosis (by medical team) has enabled the committee to help several students (5600). The incidents of students falling sick and requiring medical help has reduced in number.

6. Problems Encountered and Resources Required
- Lack of awareness among students about the seriousness of defects arising due to iron deficiency
- Ignorance among students about Thalessemia minor as a hereditary problem
- Fear among students and parents to accept and deal with it
- Financial assistance for arranging of medical team and kits (for various medical ailments such as Calcium deficiency, ENT problems, gynecological, asthma and TB)
- Contact with medical practitioners and specialized assistance

7. Notes (Optional)
The starting of a Health Centre in the college led to
- Developing linkages with professionals and pathology laboratories
- Streamlining the process into a systematic unit
- Undertaking special projects on a continuous basis For eg. Combating Anaemia project, Eradication of TB, Maintaining calcium level

- Appointment of Health Representatives in the class leading to awareness among the students

8. Contact Details

Name of the Principal: **Dr. Deepa Sharma**

Name of the Institution: **Shri M. D. Shah Mahila College of Arts and Commerce**

City: **Mumbai** Pin Code: **400064**

Re-Accredited Status: **A, CGPA:3.11**

Work Phone: **+91 22 2882 4860** Fax:**+91 22 28831622**

Website: E-mail:**www.mdshahmahilacollege.ac.in**

II.   Best Practice regarding Community Welfare

1. Title of the Best Practice– Community Orientation among Students
2. Goals -

- Creating an environment for sensitizing students about the needs of community
- Empowering students to become instrumental in enhancing the quality of life
- Creating opportunity for interaction among students and community
- Instilling a culture of 'Service to society' among students
- Involving each student and department in Community Outreach programmes
- Promote more social and emotional competence among students
- Encourage attitudinal and behavioral changes in students towards community welfare

3. The Context –

The purpose of education is best realized when "mirrors are converted into windows". The inception of Janseva Samiti, the management of Shri M D Shah Mahila College was to "serve society". The establishment of an educational institute was a result of the motto of the management. This noble thought needs to be sustained through action hence the institution developed a system to imbibe a culture of 'Service to society' by involving each and every student through the academic departments in community welfare activities.

4. The Practice –

The Academic Council of the college conducts an academic audit annually to scrutinize the development of the academic departments. This practice expects each department to plan and implement activities or projects for students' growth and involvement in

curricular and co-curricular areas. In addition teachers instill in the students the value of 'responsibility of their actions on others' and sensitize them to community needs. In this direction the Heads of the departments and Convener of the Community Welfare Cell undertakes activities to direct the students towards such social causes. Consequently, students are trained to work for the betterment of the society. Departments plan community level work in the following manner –

- Arranging for group activities at old age homes, orphanages, schools for special children, etc.
- Beach cleaning campaign
- Awareness programmes about cancer, asthma, general hygiene, clean surroundings, TB, diabetes, pollution related illnesses and so on
- Helping people in designated areas (Valnia, Tribal community in Borivali) to take Life Insurance schemes
- Supporting the local authorities in maintaining cleanliness (painting the walls of the road adjacent to the college and leading to it) and creating awareness (pulse polio)

5. **Evidence of Success**

Since Community orientation becomes a part of the yearly activities to be executed by the academic departments the teachers and students are exposed to the needs of the community and positively inclined to think of improving the outreach programmes. A year-long programme on Value-Education through new age values like National (Regional included) and International Integration, Environment Awareness, Family Values and Gender Equality saw a total involvement of the entire teaching and student population in various activities which culminated with a exhibition open to nearby schools and colleges. Another initiative initiated by the college to bridge senior citizens and students of the college in a project called SETU was highly successful. It included direct interaction and exchange of ideas, information and knowledge of values between youth and senior citizens over a period of 3 months.

6. Problems Encountered and Resources Required

- Initial inhibitions among teachers and students towards community work(not a once-in-a-year activity)
- Ignorance about the concept of Community work
- Issues regarding permission to work in designated areas

7. Notes (Optional)

The larger goal of the management was satisfied through impactful and small ventures taken up by academic department in the area of service to society.

8. Contact Details

Name of the Principal: **Dr. Deepa Sharma**

Name of the Institution: **Shri M. D. Shah Mahila College of Arts and Commerce**

City: **Mumbai** Pin Code: **400064**

Re-Accredited Status: **A, CGPA:3.11**

Work Phone: **+91 22 2882 4860** Fax:**+91 22 28831622**

Website: E-mail:**www.mdshahmahilacollege.ac.in**