



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)

**2015-2016**



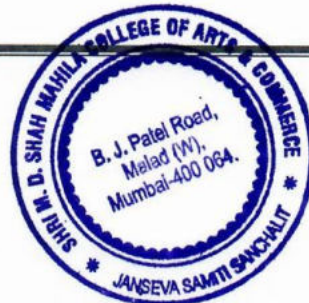
JANSEVA SAMITI SANCHALIT

## 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.



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## **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)

2015-2016

#### I. 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](mailto:mdshahmahilacollege@gmail.com)  
[info@mdsmc.ac.in](mailto: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. Ranajana R. Mishra

Mobile:

+91-9892106889

IQAC e-mail address:

[iqac@mdsmc.ac.in](mailto:iqac@mdsmc.ac.in)

1.3 NAAC Track ID (For ex. MHCogn 18879)

MHCONGN10155

OR

1.4 NAAC Executive Committee No. & Date:

(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)

EC/47/RAR/02

1.5 Website address:

[www.mdsmc.ac.in](http://www.mdsmc.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	1 <sup>st</sup> Cycle	B++	80-85%	2002	5 YRS
2	2 <sup>nd</sup> Cycle	A	3.03	2009	5 YRS
3	3 <sup>rd</sup> Cycle	A	3.11	2014	5 YRS
4	4 <sup>th</sup> 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 2010-11 submitted 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 26/07/2014 (DD/MM/YYYY)
- vi. AQAR 24/09/2015 (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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

18

MDSMC /AQAR 2015-2016

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2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

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

(ii) Themes

- a) Innovation in Education
- b) Competency Based Education: The Need of the Day
- c) Quality Improvement in Education
- d) Innovation Teaching Practices
- e) Maintaining Academic Integrity and avoiding Plagiarism
- f) Steps to be followed in conducting Academic Research and research as a career option.
- g) Eight pillars of Life

2.14 Significant Activities and contributions made by IQAC

- 1) Audit of Academic Department
- 2) Workshop on Quality Related Aspects
- 3) Inter departmental Research Competition

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. Arrangement of Workshop on Quality Related Aspects	Workshops Conducted... a) Innovation in Education b) Competency Based Education: The Need of the Day c) Quality Improvement in Education d) Innovation Teaching Practices e) Maintaining Academic Integrity and avoiding Plagiarism

<p>2. Audit of Department</p> <p>3. Promote &amp; encourage faculty members to attend the Seminars and Workshop</p> <p>4. Promote &amp; encourage faculty and Administrative Staff members to participate the quality related competitions.</p>	<p>f) Steps to be followed in conducting Academic Research and research as a career option.</p> <p>g) Eight pillars of Life</p> <p>Intera - Departmental Audit Conducted</p> <p>Two IQAC Members were deputed to Bhavan's College Mumbai to talk on "Functioning of the IQAC of our Institution"</p> <p>Two IQAC Members presented a paper on Bench Marking in Higher Education: A tool to advance synergistically at a NAAC Sponsored Seminar</p> <p>Two Faculty members attended the seminar on International Teaching and Learning Strategies: Acquisition to production of Knowledge.</p> <p>Participated in BEQET Award Competition at NCQM. Vikhroli and Won third prize</p> <p>Topic: Astitva A Journey of Self Actualization</p>
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\* 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

#### 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	0	0	0	0
PG	02	0	02	0
UG	06	0	04	0
PG Diploma	0	0	0	0
Advanced Diploma	03	0	03	03
Diploma	03	0	03	03
Certificate	03	0	03	03
Others	01	0	01	01
<b>Total</b>	<b>18</b>	<b>0</b>	<b>16</b>	<b>10</b>
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	08
Trimester	0
Annual	9+1 (COP Prog. at 3 levels)

##### 1.3 Feedback from stakeholders\* (On all aspects)

Alumni ☐ Parents ☐ Employers ☐ Students ☒

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 II 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.

18+1

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
0	09	0	0	0	0	0	0	0	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	0	04	01
Presented papers	17	33	01
Resource Persons	01	15	02

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

- 1) Study Tours to places of Academic Importance
- 2) Visit to literary fest
- 3) Reading Club
- 4) Film Shows
- 5) Interactive Session with eminent personality
- 6) Inter collegiate competition
- 7) Workshop for Students
- 8) Industrial Visits
- 9) Theater Activities
- 10) Street Play

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)

- a) Internal Vigilance Squad
- b) Strict rules displayed on notice board to be followed by students during examination

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

05

00

00



## 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 %
BA	373	09	80	164	49	82.51%
BCOM	352	00	23	134	80	67.61%

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

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

## 2.13 Initiatives undertaken towards faculty development

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

## 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

- Workshop Arranged for Students
- Method of Research / Research designing
- Inter departmental research competition
- Students presented paper on eminent authors
- Inter collegiate research paper presentation

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	00	03	00
Non-Peer Review Journals	00	01	00
e-Journals	00	00	00
Conference proceedings	00	08	00

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in 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	0	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects (other than compulsory by the University)	0	0	0	0
Any other(Specify)	0	0	0	0
Total	0	0	0	0



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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number					01
Sponsoring agencies					07

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

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

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

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Dist	College
	NIL	NIL	NIL	NIL	NIL	NIL

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

3

5

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

00

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

JRF

00

SRF

00

Project Fellows

00

Any other

00

3.21 No. of students Participated in NSS events:

University level

352

State level

00

National level

00

International level

00

3.22 No. of students participated in NCC events:

University level

87

State level

71

National level

52

International level

00

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

01

International level

00





3.25 No. of Extension activities organized

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

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

- a) Adoption of Malad Railway Station (WR) for Beatification & Cleanliness
- b) Celebration of Gandhi week
- c) Sensitising society on various issues through rally and short paly



## 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 ( $\geq$ 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	36082	---	434	1,56,125/-	35388	36528/-
Reference Books	4460	---	23	41,000/-	4164	4483/-
e-Books	14	---	---	---	14	---
Journals	21	22000/-	10	31,210/-	31	---
e-Journals	---	---	---	---	---	---
Digital Database	62	---	---	---	62	---
CD & Video	331	---	---	---	331	---
Others (specify)	---	---	---	---	---	---



#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	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	1,65,285/-
ii) Campus Infrastructure and facilities	00
iii) Equipments	4,31,792/-
iv) Others	1,00,163/-
<b>Total :</b>	<b>6,97,240/-</b>





## 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
3150	207		

#### (b) No. of students outside the state

28

#### (c) No. of international students

00

Men	No	%	Women	No	%
	00	00		3357	100

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2344	213	22	12	02	3280	3128	133	5	94	01	3357

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

67



### 5.5 No. of students qualified in these examinations

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

158

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	920	32	

### 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 8 National level 2 International level 00

No. of students participated in cultural events

State/ University level 60 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  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	98	525/- PER STUDENT
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:09 (Nine)

- 1) Grievances related to infrastructure
- 2) Outside Premises
- 3) Teachers Related





## 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

NIL

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, Book review 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, interviews, viva, oral and Quiz.

#### 6.3.4 Research and Development

- a) Training Programme for students on how to conduct research activity
- b) B) workshop on marinating academic integrity and award plagiarism
- c) Inter departmental research activity
- d) Intercollegiate research competition.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Nil

#### 6.3.6 Human Resource Management

Students are trained in

- a) Self Defence training
- b) Computer literacy
- c) Soft skills d) Skill development

#### 6.3.7 Faculty and Staff recruitment

N.A.

#### 6.3.8 Industry Interaction / Collaboration

MOU with ...  
Genius Bridge (Dept. of English)  
Kotak Unnati (Dept. of Economics)  
Ambuja Foundation  
Innovative Web Solutions

#### 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

NIL

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?

OMR Based Answer Sheet, Online Question papers & 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

Seminar , Sports & 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 "8 pillars of 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

Tree Plantation

## 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.

- a) Intra-Departmental Academic Audit
- b) Workshop on Quality Tool
- c) Seminar on Plagiarism
- d) MOUs with Industries
- e) Inculcating positive values through celebration of Gandhi Week

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

- 1) AARAMBH Project : Providing free meals to Students belonging to financially weak students with low hemoglobin.
- 2) Malad Railway station (WR) adopted as a CSR activity by the college for Beatification and Cleanliness
- 3) 11 – Workshop & Seminar Proposal forwarded to NAAC & UGC, Only one National Seminar approved (Dept. of English)

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 Intuition celebrated Golden Jubilee year of the Management

Eminent Personalities from various fields grace the Events organized to celebrate the Golden Jubilee.

College was awarded the "Maharshi Karve Utkruth Mahavidyalaya Purashkar" for the Year 2015-16 by SNTD Women's University, Mumbai

Proff. Ranjana Mishra was awarded the "Maharshi Karve Utkruth Shikshak Purashkar" for the Year 2015-16 by SNTD Women's University, Mumbai

### 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. Sustaining the Project AARAMBH

Name Ranjana Mishra Name DR. DEEPA SHARMA

Ranjana  
Signature of the Coordinator, IQAC

Principal  
Signature of the Chairperson, IQAC



**PRINCIPAL**  
Shri M. D. Shah Mahila College  
of Arts & Commerce  
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**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

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**The Best Practices followed by the IQAC contributing to the achievement of Intuitional objectives and quality improvement are-**

**Best Practices regarding student Welfare**

## **A- Certificate Course -Self Defense**

**Vision - Nirbhaya**

### **The Goals of the Course**

- a) To train students to be on their guard in times of emergency ,
- b) To prepare students for unarmed combat techniques
- c) To improve the overall physical condition and mental approach of students to health, fitness and safety

### **The context**

Self-defence, especially for women, is of utmost importance in the kind of the world we live in today. In a country like India where cases of gender violence are on the rise, out of which many go unreported, self-defence for women has become a necessity more than ever. These facts have been reinforced with cases such as Nirbhaya Rape case . This case was an eye opener to many educational institutes all over India on the importance of having self-defense course of the students especially of girl students, our institute was no different. After the horrific tragedy the President of our institute Jan Seva Samiti Dr. M.I. Patel was of the view that girls should be trained to defend themselves in case of any untoward incident. With this vision provided by the President, the College authorities undertook a brainstorming exercise on how to implement the vision of the President . The output of the exercise was that the authorities decided to conduct a 6 months certificate course on Self-defense for the first year students free of cost.

### **The Practice**

The course was jointly implemented by the department of NCC and the Enrichment Department of the college. The course was conducted for a period of 6 months which included 180 of hours of practical training and contact lectures. 700 First year students were enrolled for the course. Practical training was provided for 120 hours where students were trained in various unarmed combat techniques,. to use easily available items in times of need, to defend oneself when attacked. Awareness was created To improve the overall physical condition and mental approach of students to health, fitness and safety. The instructor for the programme was Lt. Nazia Syed



## Evidence of Success

The learning from the course

The students were trained

1. in various unarmed combat techniques such as moves, kicks, punches, twists and turns,
2. To use easily available items such as pen, deo, college bags, dupatta, key as weapons in times of need
3. to defend oneself when attacked by knife pistol or pointed objects
4. to free oneself from a mob attack

b) Awareness created

1. To remain fit enough to run fast.
2. To be vigilant when walking on the road to avoid groping or chain-snatching from behind.
3. To Keep their purse ahead of them and walk paying full attention around.
4. To avoid high-heeled footwear when you have to walk a long distance and in unknown territories.
5. To say 'STOP' in a loud and aggressive voice when needed without using swear words or threats.
6. To pretend to be submissive at first and fight back when the attacker is off-guard.

## Problems Encountered and resources Required

- Lack of motivation among the Students to enroll for the course
- Absenteeism among the students
- Apprehension of the parents that the course can increase the level of aggression among the girl students





## B - AARAMBH

### Goals-

1. To improve hemoglobin level of students belonging to the lower income group
2. Controlling the students dropout as result of poor health
3. Providing the needy students with the required College Stationery

### The Context

The Health Department of the College with the objective of creating awareness on health issues among the students and the staff regularly conducts health related various activities. For instance inviting Doctors to enlighten students and faculty on various health issues. Other activity which they conduct annually is screening of blood of the first year degree students. This activity is created with the objective to detect students suffering from thalassemia and also to track students who are suffering from low hemoglobin level. After the screening the blood the students who suffer from thalassemia and om low hemoglobin level are referred to doctors. In the current academic 650 students blood were screened and out of which it was revealed suffer from thalassemia and 85 students suffer from low hemoglobin level. Deficiency in iron has caused severe health problems such as

1. poor concentration in studies
2. low level of stamina
3. Low BP
4. low immunity level

The health committee of the College undertook a detailed study on the 85 students and it was revealed that many of the students suffer from low hemoglobin level as they are unable to consume nutritious food due to their poor economic condition. The side effect of these poor health they are not able to continue their studies and due to which they are forced to discontinue their studies. These facts were reported to the community welfare team of the college. Understanding the reason The Community welfare team of the College decided to track the exact number of students who are financially hindered to have nutritious food and which is leading to poor hemoglobin level. These It was observed that there are 35 needy students. After brainstorming on the problem the committee proposed to provide nutritious food to the needy students.

### The Practice

The proposal was placed in front of the Management for its approval. The management decided the take up the requirement of the needy students in two stages. In the first stage they would be provided with the nutritious food and in the second stage they would be provided with books and other stationery required in the college.





To implement the first stage the steps required -- Agency to implement the scheme b) Funding of the scheme c) How to implement the scheme.

Agency to implement the scheme- It was decided that the college canteen would be implementing the scheme. Canteen in consultation with the health committee drafted a nutritious menu for the students. It was decided everyday one sumptuous meal would be provided to the students and the menu charted was as follows

- Monday- Khichdi
- Tuesday-Dhokla
- Wednesday - Idli
- Thursday- Poha
- Friday- Chana
- Saturday- missal pav

Funding of the scheme- It was decided that in the academic year for 200 days, students would be provided nutritious food and cost of the meal per plate was worked at 20 Rs. The total expense of the project was estimated to be 140,000 Rs. For raising the funds, it was decided to approach donors within the institute. In the academic year, a total of Rs 28000/- was collected from various donors.

How to implement the scheme-To maintain the dignity of the students, it was also decided that the needy students should not be provided food separately and hence they would be provided with coupons which they could exchange at the canteen counter.

### **Evidence of Success**

The project has seen an improvement in the overall attendance of the students who were covered by the project. Also there is a marked progression in the attention span of the students. Similarly the incidents of students falling sick and requiring medical aid has dropped.

### **Problems Encountered and resources required**

- Students consider it below their self Esteem to accept food from the college
- As the project depends upon the Donation received from the staff sustainability is a serious concern
- Ignorance among the students regarding the project

