



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		SHRI M. D. SHAH MAHILA COLLEGE OF ARTS AND COMMERCE
Name of the head of the Institution		DR. DEEPA SHARMA
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02261319000
Mobile no.		9820495951
Registered Email		mdshahmahilacollege@gmail.com
Alternate Email		info@mdsmc.ac.in
Address		M.D.SHAH. MAHILA COLLEGE, B.J.PATEL ROAD, MALAD (W), MUMBAI 400 064
City/Town		MUMBAI
State/UT		Maharashtra
Pincode		400064

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Women			
Location		Urban			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		SMT. SHUBHA ACHARYA			
Phone no/Alternate Phone no.		02261319015			
Mobile no.		9819093887			
Registered Email		shubhaacharya@mdsmc.ac.in			
Alternate Email		info@mdsmc.ac.in			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://mdshahmahilacollege.ac.in/UserPanel/DisplayPage.aspx?page=ee&ItemID=gc			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		http://mdshahmahilacollege.ac.in/UserPanel/DisplayPage.aspx?page=ek&ItemID=es#			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	2.90	2002	15-May-2002	28-Jan-2009
2	A	3.03	2009	29-Jan-2009	04-May-2014
3	A	3.11	2014	05-May-2014	22-Feb-2021
4	A	3.04	2021	23-Feb-2021	22-Feb-2026
6. Date of Establishment of IQAC			15-Oct-2004		
7. Internal Quality Assurance System					

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
MKCL Super Campus Training	11-Dec-2019 1	70
Seminar- Innovative & Best Practices in Higher Education	26-Jul-2019 1	1
Deputation of teachers for workshop on preparation of AQAR	28-Jul-2019 1	4
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	000	---	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

- Systematic Documentation for SSR
- Emphasis on Gender Equality and Environment awareness by every Academic Department
- ICT classrooms
- ICT integrated Advanced training

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
Enhance self reliance activities for students, Criteria wise preparation of SSR BY Criteria champions, Timely audit of Academic and Administrative departments, Improve facilities for teaching learning activities	Skill development courses in Skill Academy and establishment of Incubation Centre on 1st August 2018, Structured documentation of Department details (activities, seminars, teacher profiles, research and extension), External audit conducted, ICT facilities in classrooms (projectors, speakers) and training to teachers in use and application of technology in teaching
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

31-Dec-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

1) Planning and Development 2) Online admission process via sntd.digitaluniversity.ac 3) Students Management System 4) Accounts Management through Tally ERP 9 5) Data Collection through JOTforms 6) Biometric System

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Shri M D Shah Mahila College is the only college in suburban Mumbai to offer education in four mediums - English, Hindi, Marathi and Gujarati. With an aim to impart accessible education, a well planned system exists wherein the process begins with preparation of academic calendar. Distribution of Workload: As per the workload, a faculty wise, stream-wise and class wise teaching time table is prepared and given to the teachers at the beginning of the term by the Time Table committee. In addition to the regular workload, the time table has provision for Enrichment courses, Career Oriented Programme classes and Computer literacy lectures. A separate sports timetable is prepared too.

Execution of Curriculum Delivery: Staff members appointed as per the guidelines of UGC and Affiliating University plans the teaching of the syllabus systematically by preparing a Study plan. The study plan states the outcomes, topics, number of lectures required for each topic, methods used to convey the matter and internals. A copy of the Study plan is submitted to the Academic Council. Rubrics are provided to students for better learning. The Supervisors and HODs monitor the execution of the syllabus on a regular basis and are adept to changes or alternations required for best results. The teachers plan internal tests in each paper and on the modules of the syllabus. To test the overall progress of the students, different modes of testing are applied. Some of these are presentations, oral test, group/pair tests, written tests, project work and so on. The ultimate aim is to realize the vision and mission of the college.

Teaching Methodology: The teachers make use of modern methods of teaching besides the traditional chalk and duster and Lecture method. Computer assisted learning is encouraged and teachers too use technology like computers, laptops, cell phones, audio/video recordings, movies and documentaries to enhance teaching. To test the continuous progress of the students, the subject teachers conduct internal tests. Teachers take allotted group of students as mentees and conduct academic mentoring of the students. Slow, moderate & advance learners are catered to according to their needs. A systematic record of the daily activities is kept by the teachers in the Teacher's Diary.

Co-curricular and Extra-Curricular Activities: A number of co-curricular, extra-curricular activities, NCC & NSS activities are planned in advance by all departments. The activities include Guest Lectures, Workshops and Experiential Learning Activities that augment the teaching and learning process. Bridge and Remedial courses are conducted to support the academically weak students. For advance learners Add on courses and Research training is extended.

IQAC: Education Excellence and Leadership Cell under IQAC looks into the systematic curriculum delivery. From 2018-19 the Cell has introduced a Teacher's Diary to record the systematic delivery of lectures by each individual teacher. The plan of activities of each department is submitted in the beginning of the year and it is monitored by the Cell periodically. The activities are audited at the end of the academic year.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
000	0	Nil	00	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	AF	17/06/2019
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the

affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	0
View File		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	Nil	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
<p>Feedback is obtained from all stakeholders - students, teachers, employers and parents. Feedback forms an integral part of the college. Feedback is taken from all stakeholders - students, staff, parents and alumni. Students give feedback on Teaching-Learning process, Library services, Support services, Curriculum as well as feedback on events organized in college. Teachers give feedback on administrators, Principal, Library services, Curriculum and peers. Parents and Alumni give feedback on the Curriculum and the college. Curriculum feedback from teachers, students, Alumni and parents is collated, analyzed and notified to the members of BOS resulting in an impact on discussions in the area of curriculum revision. For self-financing courses internal changes are incorporated into the curriculum through suggestions and consultation of experts. On the recommendations diploma courses offered to the students include- Photoshop, Short Film making, Human Resource Management, Travel Management, Retail Sales Associate, Event Management. Along with Diploma, Certificate courses offered to students include Tally, GST, Beauty Culture, Retail Management, Pali, English Speaking course were introduced as per the feedback given by primary stakeholders. The duration of the courses vary from 3 months to 6 months. To make curriculum more skill oriented the college established the Janseva Samiti Sanchalit Skill Academy (JSS Skill Academy) in</p>

2017. The Academy is collaborating with SKILL DEVELOPMENT AND VOCATIONAL TRAINING INSTITUTE OF INDIA and Maharashtra Business Training Board to enable an opportunity for students to access wide range of courses at minimum or low cost.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	ACCOUNTANCY	396	396	389
BCom	BANKING & FINANCE, FINANCIAL ACCOUNTS,	132	49	49
BCom	BANKING-FINANCE & INSURANCE	132	18	18
BA (Journalism)	MASS MEDIA	66	51	51
BA	ARTS & HUMANITIES	660	308	308
BMS	MANAGEMENT	120	86	86
BCA	COMPUTER APPLICATION	66	40	40
MCom	ACCOUNTANCY	40	34	34
MA	ARTS & HUMANITIES	100	70	70

[View File](#)

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2589	182	35	0	2

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
35	35	50	40	5	0

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has a system of mentoring for all students of the undergraduate course. The main aim of the system is to provide emotional and academic support to the needy students. The Educational Excellence Cell in consultation with the IQAC Co-coordinator and the Principal allots students from every class to a particular teacher. Full time teachers of both aided and unaided section conduct mentoring with a mission of offering positive and constructive feedback to the mentee. The mentors arranged for interactive sessions with their mentees at regular intervals. The interactive sessions are documented by the mentors. Mentors collect information of the academic progress of the students and interests as well as needs of their mentees. The interactive sessions vary from arranging expert lectures, training or workshops to. The students are contacted by the respective teacher and each mentor devises different ways to bond with their mentee. Most of the students who are admitted to the college are first generation learners with multiple mark sheets grappling with ways to uplift themselves. The mentoring process focuses on developing students' strengths and channelizing their abilities for a better future. Mentors guide them regarding the goals that they could set for themselves, study habits, career options ahead, ways to manage stress etc. A file is maintained by each mentor with students' marks in both their internal and external exams of their previous exams. This enables the mentor to get an overview of the mentee's academic skills. In the last academic year, it was found that academic mentoring cannot be done in isolation from personal mentoring. To strengthen the mentoring system, this year, two forms were distributed to the mentees, a detailed form about the personal details of the mentee with questions in English, Hindi, Marathi and Gujarati and another form about the academic performance. Many teachers also have a WhatsApp group that connects the mentors and mentee. 50 students are allotted to each teacher and the meetings are conducted at regular intervals according to the need and available time. Each student is assured of care and understanding from their respective mentor whom they can approach at the groups' regular meetings or for individual sessions.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2771	34	1 : 82

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
42	33	9	0	21

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NIL	Nill	NA
2020	NIL	Nill	NA
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nill	00	Nill	Nill	Nill
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

CIE in the institution focuses on a shift from the traditional mode of testing and is done in innovative ways to assess the understanding, skills and also to map learners' individual capabilities. Evaluation processes aim to assess slow, academically weak and advanced learners. Rubrics are explained and guidelines given to comprehend the evaluation pattern. Types of internals vary from discussions, collaborative group work, seminars, oral assignments, open book exams, surveys, presentations, online tests, quiz, mock interviews, projects, skits and role play etc. also keeping in mind the requirements of the industry and changing trends in education. Teachers encourage doubt clearing sessions, practice tests and solving university papers. The internals are continuous, time bound and regularly modified. 2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

SNDT Women's University provides an academic calendar that details the date of commencement and conclusion for each semester along with the list of holidays, number of working days and teaching days. The IQAC team then plans the academic calendar of the college keeping in mind the curriculum, co-curricular and extra- curricular activities of the college. Teachers are instructed to adhere to the time table and conduct internal examinations within the time frame designed by the IQAC in Academic Calendar. CIE is also followed by the teachers and the students are analyzed for their performance in internal examination of 25 marks.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.mdshahmahilacollege.ac.in/UserPanel/DisplayPage.aspx?page=ie&ItemID=es>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
0	Nil	Nil	0	0	0
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.mdshahmahilacollege.ac.in/UserPanel/DisplayPage.aspx?page=eg&ItemID=es>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	0	0	0

No file uploaded.

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Industrial Visit- Power loom Factory	Economics	14/09/2019
Numismatics Workshop	History	10/12/2019
Workshop on Self Employment and Self Reliance by Khadi Gram Udyag Kendra	History	01/10/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Null	0
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Null
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	0	0	0
International	0	0	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
0	0
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	2019	0	0	0
0	0	0	2020	0	00	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	2019	0	0	0
00	0	0	2020	0	0	0
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	0
Presented papers	0	0	0	0
Resource persons	0	0	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
00	0	0	0
No file uploaded.			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	0
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
0	0	0	0	0

[View File](#)

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	Null	Null	0
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
0	Null	0	0
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
364	330

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
Classrooms with Wi-Fi OR LAN	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Fully	2.0	2007

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	38530	0	32	26011	38562	26011
Reference Books	1512	0	8	6888	1520	6888
e-Books	14	0	0	0	14	0
Journals	21	43400	20	57584	41	100984
e-Journals	1	0	11	41344	12	41344
Digital Database	62	0	0	5900	62	5900
CD & Video	251	0	0	0	251	0
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	164	4	5	1	0	1	0	200	0
Added	0	0	0	0	0	0	0	200	0
Total	164	4	5	1	0	1	0	400	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

200 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
13.5	12	12.79	11.63

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

All procedures and policies for maintaining and utilizing physical, academic and support facilities are shared through Prospectus and briefing about Standard Operating Procedures of the Institute during orientation programme. The SOPs are clearly defined with objective, implementation and evaluation. Different SOP of Examination, Admissions, Mentoring process, Events and Student discipline are drafted to institutionalize the system.

<http://www.mdshahmahilacollege.ac.in/UserPanel/DisplayPage.aspx?page=ee&ItemID=gc>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	000	0	0
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
0	Nil	0	0
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	0	0	0	0	0
2020	0	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
00	0	0	0000	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	25	MA	BA	MD SHAH MAHILA COLL	MA
2020	12	MCOM	BCOM	MD SHAH MAHILA COLL	MA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	0
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Nil	00	Nil
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nil	National	Nil	Nil	Nil	Nil
2020	Nil	International	Nil	Nil	Nil	Nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Students' Council of the college consists of Convener, 3 Chairpersons and student representatives from different streams - Arts, Commerce, Sports and Professional Courses., The Convener and 3 Chairpersons are represented by teaching faculty. The teacher's representatives are nominated by the college authorities. The student representative in the council is selected in the following process. In the first stage from each class, a class representative is elected by the students. (to be a class representative the student candidate should have a clear academic record) From the elected class representative's joint secretary is elected from each stream and from the elected joint secretaries, general secretary is elected. Students council starts its yearly activities with an event titled "Kaushalaya" to identify the talented students. The winners are felicitated on the occasion of the inaugural programme of the Students Council. The selected students are encouraged to participate in the various inter Collegiate competitions and "YUVA MAHOSTAV" organized by the University at the regional level and zonal level for its affiliated colleges in the fields of literary events, fine arts, music and dance. The Students Council also organizes Teachers' Day, Independence day, Ras-Garba and Republic Day Celebrations. Besides, for the outgoing third year students, farewell Function is held every year followed by entertainment activities student representatives are present in the governance of the following committees The prizes won by the students in the zonal level and regional level are as follows- 2018-19- 22 at Yuva Mahotsav Name of the Committee Functions played by the Student Representative in the committees IQAC Helping in understanding requirement of the students while framing the academic activities of the year Students Council Motivating students to participate in the various cultural events and helping to implement various activities of the council NSS Helping to organize and conduct the activities of the cell and promote the motto of the cell NCC Helping to organize and conduct the activities of the cell and involve greater number of students in nation building Magazine Helping the editorial board Grievance Committee- Acting as a bridge between students and the administration Health Committee- Helping to organize and conduct the activities of the committee Enrichment Courses Collecting the name of the interested students for the various courses Sports Department Motivating students to participate in the various sports event ICC Helping the students to voice their grievance against sexual harassment SC and ST Redressal Cell Voicing the concerns of the students from the SC and ST community The representation of the student's in the committee help in the overall development of student's skill like Leadership, Organization and Team Building. Further it provides a platform to the Students to voice their views.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution practices participatory administration and decentralized management. The decentralized system enables delegation of power in the important Heads namely- IQAC, Academic Administration and General Administration. The work of these Heads is in coordination with the guidance of Top governance (Principal, Management, University, State Education department and UGC). Student representatives are appointed in the different committees to involve them in the functioning of the institution. Parents' contribution is evident in their involvement in Parents-Teachers Association (PTA) and Parents' meets organised by departments and HEI. • IQAC follows PES and the work is handled by IQAC members who lead the following Cells- Educational Excellence and Leadership Cell, Human Resource Development Cell, Research Cell, Feedback Evaluation Cell, Technology Cell and Community Welfare Cell. • Academic Administration is handled by Degree college in-charge, Supervisors, Heads of the departments and Student Leaders. • General administration is looked after by Registrar, Superintendent, office staff and Librarian along with Degree college in-charge and Supervisor The work to be accomplished by each of these Heads is executed through a coordinated working style.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Industry Interaction / Collaboration	? Industry Interaction / Collaboration - activities are jointly conducted with industry for better understanding and application of the theoretical concept. Activities conducted include industrial visit, internship etc.
Admission of Students	The process for online admission of students was implemented in the academic year. The online has helped the student from the problems encountered by them during physical admissions process. The reforms also help in better data management.
Human Resource Management	? Human Resource Management-with a mission to enhance the capability of the teaching staff various faculty development programs were arranged . with the same goal programs were conducted for the nonteaching staff .
Library, ICT and Physical Infrastructure / Instrumentation	To upgrade availability of IT equipments number of laptops, Personal computers, projectors were purchased during the academic year. Also to improve the internet speed new connections were added. Library added Kibo machine to support academic

	pursuit of students with poor vision
Research and Development	In the year 2019-20 to maintain Research publication standards of both teachers and students Academic Integrity panel was created on the lines prescribed by UGC. The purpose of the cell is to instruct research scholars to follow norms in accordance rules, international conventions and regulation governing the source. The cell shall encourage scholars to register on international researcher's registry system.
Examination and Evaluation	To evaluate students continuously a new internal evaluation pattern was evolved. As per the new model internal exams will be a continuous process wherein assessment will be conducted at regular intervals. Also examination will be conducted using different modes like written exams (short and long answers, MCQs, report writing, projects, book reviews, film reviews), spoken exams (interviews, debates, speeches, dialogues, presentations using technology), listening test (responding to audio recordings) etc..
Teaching and Learning	A strategic process to review regular Teaching- Learning is in place which works on the line of forming academic calendar of the college and departments, preparing detailed study plan, executing teaching using varied teaching techniques and use of technology, adopting mentoring, continuous evaluation using differing modes of testing. It is monitored by the Heads of the department and reviewed by the Educational Excellence and Leadership Cell. At the end of each academic year the IQAC organizes internal or external audit of the academic departments.
Curriculum Development	Analysis and outcome of the Curriculum feedback received from the teachers, students, Alumni and parents is addressed by the Academic Council which encourages academic departments to initiate different Certificate and diploma courses. The courses designed offered to the students include- Photoshop, Short Film making, Human Resource Management, Travel Management, Retail Sales Associate, Event Management. Along with Diploma, Certificate courses offered to students

include Tally, GST, Beauty Culture, Retail Management, Pali, English Speaking course were introduced as per the feedback given by primary stakeholders. The duration of the courses vary from 3 months to 6 months.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	To use ICT in process of Planning of Departmental Activities, Use of Institutional Email for Correspondence to convey information. E-Governance in all the work processes aims to reduce carbon footprints. Multilevel timetable designed for smooth Academic operations.
Administration	College staff uses G-suite, ICT has been strengthened in administrative work. The College has a bio-matric attendance system for all the Teaching and Non-Teaching staff. College has 80 CCTV which is directly connected to Principals Room for Live surveillance.
Finance and Accounts	College manages the finance and accounts through Tally ERP 9.0 for maintain of Books of Accounts. Pay Roll and TDS manage through exclusive software's, which is closely monitored by Internal External Auditors and is also assessed by the Government Authorities.
Student Admission and Support	Software's used for Students Admission, Fees management, Generation of ID Cards and other important students related Reports.
Examination	Examination process handled on Digital University Portal which Generates Examination Forms, Hall Tickets, Marks submission and Results.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	NIL	NIL	NIL	0
2019	NIL	NIL	NIL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NIL	NIL	Nil	Nil	Nil	Nil
2020	NIL	NIL	Nil	Nil	Nil	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	Nil	Nil	Nil	Nil
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Organising of Faculty Development program	1) Group Insurance 2) Class IV employees provided with Free Uniforms 3) Organising of intercollegiate sports and cultural competitions	1) Health checkup 2) Thalessimina check up and follow up

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Books of accounts are verified by the auditor appointed by the College Management. Books of accounts are prepared with the help of tally system. Internal and external audit is conducted by the institution every year, educational inspectors conducts academic audit. After conducting audit, audit report is discussed in the management meeting and it is confirmed.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
00	0	00
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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	IQAC
Administrative	Yes	IQAC	Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The PTA extends financial assistance for fee to economically weak students. 2. PTA Meets 3. Technical Support by PTA Member to Organize Industrial Visits.

6.5.3 – Development programmes for support staff (at least three)

1) Intercollegiate sports and cultural programme is held every year for Administrative and Support staff members 2) A Seminar on the topic 'Adding Life to Life' is conducted for non-teaching staff at an intercollegiate level. 3. Seminar and Workshop attended by Non-Teaching Staff at various places

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1) Establishment of Incubation Centre for Entrepreneurship 2) Major Building Infrastructure Upgradation 3) ICT Upgradation

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Enhancing technical skill of teachers (super campus)	11/12/2019	11/12/2019	11/12/2019	70
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Film review-"CHAPPAK" sociology	05/02/2020	05/02/2020	32	0
Expert talk -" Reproductive	06/02/2020	06/02/2020	171	0

Health of Women & Family Planning Techniques"				
Elocution Competition -"Role Reversals", "Projection of Women in Media" & " Sexual Harassment in the Workplace"	07/02/2020	07/02/2020	31	0
Expert talk "Surrogacy and its social implications"	08/02/2020	08/02/2020	61	0
Group Discussion-"Domestic Violence	02/03/2020	02/03/2020	20	0
Group Discussion-"National Policy of Women - 2001"	03/03/2020	03/03/2020	20	0
Bharat ki Mahilao ki Samasyae	27/08/2019	27/08/2019	120	0
Women and Law (Guest Lecture) history	10/12/2019	10/12/2019	150	0
Research Paper Presentation at Gender Logue Inter-Collegiate Event	20/07/2019	20/07/2019	5	0
Talk by a counsellor working with NGO 'Save Child India' psychology	21/09/2019	21/09/2019	48	0
Expressing Emotions	06/03/2020	06/03/2020	229	0
Nukkad Natak	10/08/2020	10/08/2020	25	0
Expert Talk-"Gender and State Policies"	27/11/2019	27/11/2019	120	0
Essay writing competition on Women Entrepreneurs	14/12/2019	14/12/2019	44	0

Visit to 'MNW College for 'Intercollegiate Competition' Visit to 'MNW College for 'Intercollegiate Competition'	30/07/2019	30/07/2019	10	0
Attended Expert Talk on 'Gender & policies of the government'	27/11/2019	27/11/2019	10	0
'Chhapak' movie Screening	16/01/2020	16/01/2020	101	0
Screening of Marathi movie 'Kakparsh'	01/02/2020	01/02/2020	45	0
Rachna- A creativity Enhancement Workshop	22/02/2020	22/02/2020	25	0
Celebrating Womanhood- Easy Writing competition	05/03/2020	05/03/2020	15	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
27 Percentage of power requirement of the College met by the renewable energy sources

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil
Braille Software/facilities	Yes	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Special skill development for differently abled students	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational	Number of initiatives taken to engage with	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	advantages and disadvantages	and contribute to local community					
2019	Nil	Nil	Nil	00	00	00	Nil
2020	Nil	Nil	Nil	Nil	Nil	Nil	Nil
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	15/06/2018	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
0	Nil	Nil	Nil
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

0

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link SELF DEFENCE Meaning Necessity is the mother of invention and it is with the aim of ensuring self preservation to woman that most of the empowerment activities are planned. Self defence is also called as unarmed combat. The unarmed combat is the collection of offensive as well as defensive techniques derived from martial arts. Aims a) Providing training of self defence to the students it aims to installing the idea how to fight during emergency attacked by any individual. b) To create awareness about the self defence techniques and presences of mind during emergency. c) To motivate them for their own self dependency. d) To eradicate the hesitation and fear from them and to motivate them towards using of kicks and hits. Benefits Training the students helps instil overcome fear, every girl is trained and capable to utilize the tactics of martial arts in different forms. Making the students aware that protection is possible by using small materials like key, deo, pen even tooth picks etc. This course was started as Enrichment course for the students of first year Degree in all mediums. About 700 hundred students are trained every year in this course. It included different forms of training according to the syllabus designed by the college. The session of one hour daily for each student, 16 hour for entire course is compulsory. The session began with orientation to the course and making them understand what is mental and physical fitness. Another session was about weak parts of the human body which can be attacked when a girl is in danger. Things we carry in our bag like pen, deo, key, etc. can be used as weapon during any circumstance or emergency. The techniques taught to students during the course:-

- Techniques and various holds to defend oneself from attacker if somebody holds one's hand, or touches the front side or back side.
- How to defend yourself if a person is attacked by an object such as knife, pistol or pointed object
- If any mob attacks then what techniques can be used to free oneself and defend through various tactics and presence of mind.
- To make sure the student is attentive and energetic about hits and punches taught to them, how to hit and where to hit, how much force should be applied to hit the attacker.
- Tactics to use college bags and

dupattas as weapon to get free from mode of attacker. Sr. No Year Number of Students 01 2014-15 712 02 2015-16 692 03 2016-17 700 04 2017-18 771 05 2018-19 721

Best practice 2- HEALTH ASSURANCE IN STUDENTS STAFF MEMBERS Objectives of the Practice: (in 100 words) The aim of the institution is to create individuals who can become instrumental in enhancing the quality of society. As stated by WHO, Health is a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity. The objective of adopting Health assurance is - • Developing a system and creating awareness for sustained attention towards healthy living • Screening for health problems among students and staff • Detection of anaemia among students and staff • To create awareness about Thalassemia screening for Thalessemia minor and counseling to students and parents of students The Context (in 150 words) 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 committee laid out a plan to - • Arrange for health camps • Plan follow-up and intervention strategies for those diagnosed as severely anemic and/or Thalessemia minor • Conduct awareness programmes in college The Health Centre approached Lions Club of Juhu to aid them with a team of doctors who could assist in Thalassemia detection camp. Lions Club and Think Foundation agreed to sponsor the noble cause of eradicating Thalassemia. Dr.

Ranjan Maniar, eminent gynecologist and member of the management also wholeheartedly agreed to contribute in making the project a success. It was decided that all First year Arts and Commerce students would be covered under the project. The Practice (in 400 words) 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. Students diagnosed with Anemia are further divided in three categories. Those with severe anemic condition were provided with iron tablets along with supplementary diet those with moderate level of anemia were given only supplementary diet. Those students in the third category who were on borderline as far as hemoglobin level are concerned are given information about how to increase the level, what they should eat and why it is important to look at it. Health committee looked after the needs of these students for a period of three months post test showed improvement in hemoglobin level of students. This practice continues every year even if the committee members I health committee change. "Aarambh" project is an off-shoot of anemia project where during the whole year students are provided with nutritious food free of cost from the donations collected by the teachers. 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. In addition to this the HEI also gave a short term course on Yoga to the students taking admission at first year to help them improve their health and learn the importance of exercises in day to day life.

For staff members a special course in naturopathy was organized. Twenty teachers along with two support staff participated in this course and positive effect on their health is noticed over a period of six months. It helped to change the dietary habits of staff and as a result the menu in the canteen also

underwent drastic change. Now fruit juice, fruit plate, food with less oil, black tea, coconut water are the food items added in the menu. Evidence of Success (in 200 words) 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. Thalassemia check-up Camp covered 6654 students from 2008 to 2018. • The Thalassemia check-up Camp detected 58 Thalassemia Minor students. • The camp also detected 1474 anemic students. • The students and parents who were counselled about Thalassemia realize the need to be careful in future. • 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 e.g. Combating Anaemia project, Eradication of TB, Maintaining calcium level • Appointment of Health Representatives in the class leading to creating awareness among students Problems Encountered and Resources required (in about 150 words) The hurdles faced were - • 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 • Fear of injection by students during the regular Blood Check -up. • Need to deal with time constraints. • Challenges to counsel students and parents about Thalassemia Minor

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.mdshahmahilacollege.ac.in/UserPanel/DisplayPage.aspx?page=eo&ItemID=es>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The aim of the institution is to create individuals who can become instrumental in enhancing the quality of society. As stated by WHO, Health is a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity. The objective of adopting Health assurance is - Developing a system and creating awareness for sustained attention towards healthy living Screening for health problems among students and staff Detection of anaemia among students To create awareness about Thalassemia screening and counseling to students and parents of students detected with Thalessemia minor. 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 'Aarogyam' in 2006. The committee laid out a plan to - Arrange for health camps Plan follow-up and intervention strategies for those diagnosed as severely anemic and/or thalassemia minor Conduct awareness programmes in college.

Provide the weblink of the institution

<http://www.mdshahmahilacollege.ac.in/UserPanel/DisplayPage.aspx?page=eg&ItemID=es>

8.Future Plans of Actions for Next Academic Year

? Organize Collaborative International Conference ? Conduct External Audit of Academic departments ? Emphasize on CIE ? Systematic work on SSR writing ? Extend the scope of Skill development activities