1. Name and address of the college:

Name: **SHRI M. D. SHAH MAHILA COLLEGE OF ARTS AND COMMERCE**

Address: **B. J. PATEL ROAD, MALAD (WEST)**

City: **MUMBAI**   District: **MUMBAI**   State: **MAHARASHTRA**

Pin code: **400064**

Website: **www.mdshahmahilacollege.ac.in**

2. For communication:
   Office

Name	Area/ STD code	Tel. No.	Fax No.	E-mail
Principal – **DR. DEEPA SHARMA**	022	28831622	28831622	mrsdeepasharma@gmail.com
Vice Principal **(In-charge) DR. MITALEE SHOME**	022	28824860	28831622	drshomes@yahoo.co.uk
Steering Committee Coordinator **SMT. GEETA PATIL**	022	28824860	28831622	geeta@gmail.com

   Residence

Name	Area/ STD code	Tel. No.	Mobile No.
Principal **DR. DEEPA SHARMA**	022	29661572	9820495951
Vice Principal **(In-charge) DR. MITALEE SHOME**	022	28871491	9819134813
Steering Committee Coordinator **SMT. GEETA PATIL**.	022	----	9820833667

3. Type of Institution:

a.	By management	i.	Affiliated College	☑
		ii.	Constituent College	
	By funding	i.	Government	
		ii.	Grant-in-aid	☑
		iii.	Self-financed	☑
		iv.	Any other (Specify the type)	
	By Gender	i.	For Men	
		ii.	For Women	☑
		iii.	Co-education	

4. Is it a recognized minority institution?

Yes ☑   No ☐ ☑

   If yes specify the minority status (Religious/**LINGUISTIC**/ any other)
   (Provide the necessary supporting documents) **Annexure 'A'**

5. a) Date of establishment of the college:

Date	Month	Year
15	**JUNE**	**1968**

   b) University to which the college is affiliated (If it is an affiliated college)

S.N.D.T. WOMEN'S UNIVERSITY. MUMBAI-20.

6. Date of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	**11 SEPTEMBER, 1989**	
ii. 12 (b)	**---**	**ESTD. BEFORE 1972**

(Enclose the Certificate of recognition u/s 2 (f) and 12 (b) of the UGC Act) **Annexure 'B'**

7. Does the University Act provide for autonomy of Affiliated/ Constituent Colleges?

   Yes ☑   No ☐

   If yes, has the college applied for autonomy?

   Yes ☐   No ☑

2

8. Campus area in acres/sq.mts: **5630.90Sqm.**

9. Location of the college: (based on Govt. of India census)

Urban   ☑
Semi-urban   ☐
Rural   ☐
Tribal   ☐
Hilly area   ☐
Any other (specify) [   ]

10. Details of programmes offered by the institution: (Give last year's data) **2007-2008**

Sl. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of students admitted
i)	Under-graduate	B.A.Part I – II – III	3 YEARS	12TH (HSC)	G/E/H/M #	2160	1637
		B.COM. Part I – II – III	3 YEARS	12TH (HSC)	G/E #	1440	829
		B.M.S. Part I – II – III	3 YEARS (6 SEME.)	12TH (HSC)	E #	70 + 60 + 60	142
		B.C.A. Part I – II – III	3 YEARS (6 SEME.)	12TH (HSC)	E #	60 + 60 +60	61
ii)	Post-graduate	M.A. Part I – II (Economics)	2 YEARS (4 SEME.)	B.A. III	E/H/G/M #	60 + 60	50
		M.A. Part I – II (Hindi)	2 YEARS (4 SEME.)	B.A. III	E / H #	60 + 60	75
		M.COM. Part I – II	2 YEARS (4 SEME.)	B.Com III	E #	60 + 60	50
iii)	M.Phil	---	---	---	---	---	---
iv)	Ph. D.	---	---	---	---	---	---
v)	Certificate course	MSc. IT	6 MONTHS	Xth PASS	E /M #	15	15
vi)	UG Diploma	FASHION DESIGNING (BASIC)	1 YEAR	12TH (HSC)	E #	40	37

		FASHION DESIGNING (ADVANCE)	1 YEAR	12TH (HSC)	E #	**40**	**37**
		COMPUTERIS ED FASHION DESIGNING ADV. DIPLOMA	1 YEAR	12TH (HSC)	E #	**40**	**21**
		INTERIOR DESIGNING	1 YEAR	12TH (HSC)	E #	**40**	**24**
		JOURNALISM	1 YEAR	12TH (HSC)	E #	**40**	**6**
		HOME SCIENCE	1 YEAR	12TH (HSC)	E #	**40**	**13**
		BEAUTY CULTURE & HAIR DESIGNING	1 YEAR	12TH (HSC)	E #	**40**	**--**
		ART & PAINTING	1 YEAR	12TH (HSC)	E #	**40**	**35**
vi)	PG Diploma	**---**	---	---	---	**---**	**---**
vii)	UGC Carrier Oriented Programme (COP) **ESTD : 2007-2008**	**CERTIFICATE 1 INTERIOR DESIGNING 2 FASHION DESIGNING 3 TRAVEL & TOURISM 4 ENTREPR ENEURSHIP**	1 YEAR	12TH (HSC)	E #		**18 43 69 82**
		DIPLOMA - AS ABOVE -	1 YEAR	12TH (HSC)	E #		**---**
		ADV. DIPLOMA - AS ABOVE -	1 YEAR	12TH (HSC)	E #		**---**

 # G: Gujarati /E: English / H: Hindi / M: Marathi

11.   List the departments:

Science
Departments: (For eg. Chemistry, Botany, Physics ...) **N.A.**
Arts (Language and Social sciences included)
Departments**: (UNDER – GRADUATE)** **1. ENGLISH, 2. GUJARATI, 3. HINDI, 4. MARATHI, 5. HISTORY, 6.MUSIC 7. PSYCHOLOGY, 8. SOCIOLOGY, 9. ECONOMICS, 10. CHILD CARE   (POST – GRADUATE) 1 M.A. (HINDI) , 2 M.A. (ECONOMICS)**
Commerce
Departments: **(UNDER – GRADUATE)** **1 ACCOUNTANCY, 2 COMMERCE, 3 STATISTICS, 4 VOCATIONAL** **(POST – GRADUATE) 1 MASTER OF COMMERCE**
Any Other (Specify) Management & Technology
Bachelor of Management Studies **Bachelor of Computer Application**

12. Unit Cost of Education

   (Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled) ***2006-2007***

   (a) Including the salary component = **Rs. 10,083/- (B.A & B.COM) UG LEVEL**

   (b) Excluding the salary component = **Rs. 884/-   (B.A & B.COM) UG LEVEL**

Criterion I: Curricular Aspects

1. Does the College have a stated

   Vision?

Yes	☑	No	

   Mission?

Yes	☑	No	

   Objectives?

Yes	☑	No	

2. Does the college offer self-financed Programmes?   Yes ☑   No

   If yes, how many?   **5**

   Fee charged for each programme (include Certificate, Diploma, Add-on courses etc.)

Sl.No.	Programme (B.sc., B.Com. etc.)	Fee charged in Rs.
1.	**B.M.S.**	**21000/-**
2.	**B.C.A**	**11000/-**
3.	**M.A.**	**3500/-**
4.	**M.COM.**	**3500/-**
5	**UGC - COP**	**800/-**
6	**MSC. IT (CERTIFICATE)**	**2000/-**
7	**DIPLOMA**	**7000/-**

3. Number of Programmes offered under

   a. annual system   **2**

   b. semester system   **5**

   c. trimester system   **---**

4. Programmes with

   a. choice based credit system

Yes		No	☑	Number	

   b. Inter/multidisciplinary approach

Yes		No	☑	Number	

   c. Any other, specify

Yes		No	☑	Number	

5.	Are there Programmes where assessment of teachers by students is practiced?	Yes	✓	No		Number	**4**

6.	Are there Programmes taught only by visiting faculty?	Yes	✓	No		Number	**4**

7. New programmes introduced during the last five years

		Yes		No		Number	
UG		Yes	✓	No		Number	**2**
PG		Yes	✓	No		Number	**3**
Others (COP & MS.CIT)		Yes	✓	No		Number	**5**

8.	How long does it take for the institution to introduce a new programme within the existing system?	**1YEAR**

9.	Does the institution develop and deploy action plans for effective implementation of the curriculum?	Yes	✓	No	

10.	Was there major syllabus revision during the last five years? If yes, indicate the number.	Yes	✓	No		Number	**1**

11.	Is there a provision for Project work etc. in the programme? If yes, indicate the number.	Yes	✓	No		Number	**7**

12. Is there any mechanism to obtain feedback on curricular aspects from

	Yes		No	
a. Academic Peers?	Yes	✓	No	
b. Alumni?	Yes		No	✓
c. Students?	Yes		No	✓
d. Employers?	Yes		No	✓
e. Any other?	Yes		No	✓

(Parent – Teacher Association)

Criterion II: Teaching-Learning and Evaluation

1. How are students selected for admission to various courses?
    a) Through an entrance test developed by the institution
    b) Common entrance test conducted by the University/Government
    c) Through interview
    d) Entrance test and interview
    e) Merit at the previous qualifying examination ☑
    f) Any other (specify) ☑

(If more than one method is followed, kindly specify the weightages)

2. Highest and Lowest percentage of marks at the qualifying examination considered for admission during the previous academic year

Programmes (UG and PG)	Open category		SC/ST category		Any other (specify)	
	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)
UG LEVEL	68	35	55	35	-	-
B.M.S. /B.C.A.	76	45	58	45	-	-
P.G. LEVEL	67	40	-	40	-	-

3. Number of working days during the last academic year   **242**

4. Number of teaching days during the last academic year   **183**

5. Number of positions sanctioned and filled

	Sanctioned	Filled
Teaching	53	53
Non-teaching	73	68
Technical	-	-

6. a. Number of regular and permanent teachers (gender-wise)

Professors	(Principal)	M	--	F	01
Readers	(Sel. Grade with Ph.D.)	M	6	F	7
Sr. Grade lecturers		M	4	F	8
Lecturers		M	10	F	11

b. Number of temporary teachers (gender-wise)

Lecturers – Full-time(CHB)	M	1	F	5
Lecturers – Part- time	M	---	F	---
Lecturers (Management appointees) - Full time	M	02	F	08
	M	01	F	06
Lecturers (Management appointees) - Part time	M	--	F	01
	M		F	01
Any other (Visiting Faculty) cop ?	M	12	F	20
Total	M	36	F	68

c. Number of teachers

From the same State	60
From other States	44

* M – Male   F – Female

	Number	%
7. a. Number of qualified/ permanent teachers and their percentage to the total number of faculty	45	67
b. Teacher: student ratio	1: 40	
c. Number of teachers with Ph.D. as the highest qualification and their percentage to the total faculty strength	15	40

d. Number of teachers with M. Phil as the highest qualification and their percentage to the total faculty strength

4	6

e. Percentage of the teachers who have completed UGC, NET and SLET exams

32

f. Percentage of the faculty who have served as resource persons in Workshop/ Seminars/ Conferences during the last five years

30

g Number of faculty development programmes availed by teachers (last five years)

	2003	2004	2005	2006	2007
UGC/ FIP programme	---	---	---	---	----
Refresher:	11	02	05	07	09
Orientation:	02	03	03	01	02
Any other (specify)					

h Number of faculty development programmes organized by the college during the last five years

	2003	2004	2005	2006	2007
Seminars/workshop/symposia on curricular development, teaching- learning, assessment, etc.	08	10	09	12	18
Research management	-	-	01	05	05
Invited/endowment lectures	52	60	65	59	65
Any other (specify) Staff Study Circle	03	02	05	03	09

	Number	%
8. Number and percentage of the courses where predominantly the lecture method is practiced	**3**	**17**

9. Does the college have the tutor-ward system?   Yes   NO ☑

   If yes, how many students are under the care of a teacher?

10. Are remedial programmes offered?	Yes ☑	No	Number	**1**

11. Are bridge courses offered?	Yes ☑	No	Number	**2**

12. Are there Courses with ICT-enabled teaching-learning processes?	Yes ☑	No	Number	**1**

13. Is there a mechanism for:
    a. Self appraisal of faculty?   Yes ☑ No

    b. Student assessment of faculty performance?   Yes ☑ No

    c. Expert /Peer assessment of faculty performance? Yes ☑ No

14. Do the faculty members perform additional administrative work? If yes, the average number of hours spent by the faculty per week   Yes ☑ No

    3 hours / week

Criterion III: Research, Consultancy and Extension

1. How many teaching faculty are actively involved in research?

    (Guiding student research, managing research projects etc.,)

Number	% of total
38	54.40

    2. Research collaborations

    a) National   Yes ☐   No ☑

        If yes, how many?   ---

    b) International   Yes ☐   No ☑

        If yes, how many?   ---

    3. Is the faculty involved in consultancy work?   Yes ☐   No ☑

        If yes, consultancy earnings/

        year (average of last two

        years may be given)

4. a. Do the teachers have ongoing/ completed research projects?   Yes ☑   No

        If yes, how many?   On going   **06**

                          Completed   **07**

    b. Provide the following details about the ongoing research projects

Major projects	Yes	☑	No		Number	**1**	Agency	**UGC**	Amt.	**4,64,000/-**
Minor projects	Yes	☑	No		Number	**7**	Agency	**UGC**	Amt.	**5,68,500/-**
College Projects	Yes	☑	No		Number	**2**	Amount			
Industry sponsored	Yes		No	☑	Number		Industry		Amt.	

Any other (specify)	Yes	☑		Number	2	Industry	ASIATIC	Amt.	12000/- 12000/-
No. of student research projects	Yes	☑	No	Number	7	Amount sanctioned by the College		Amt.	---

5. Research publications:

International journals	Yes	☑	No		Number	2
National journals – refereed papers	Yes	☑	No		Number	4
College journal	Yes	☑	No		Number	8
Books	Yes	☑	No		Number	4
Abstracts	Yes	☑	No		Number	9
Any other (specify)	Yes	☑	No		Number	10

Awards, recognition, patents etc. if any (specify)

Shri N.R. Dalal, Smt. Alka Desai, Shri Vinay Haware, Smt. Anaya Thatte

6. Has the faculty

a) Participated in Conferences? Yes ☑ No Number

12

b) Presented research papers in Conferences? Yes ☑ No Number

13

7. Number of extension activities organized in collaboration with other agencies/NGOs (such as Rotary/Lions Club) (average of last two years)

16

8. Number of regular extension programmes organized by NSS and NCC (average of last two years)

NSS	NCC
5	9

9. Number of NCC Cadets/units

M	---	F	55	Units	1

10. Number of NSS Volunteers/units

M	---	F	400	Units	4

Criterion IV: Infrastructure and Learning Resources

1.   (a) Campus area in acres   **1.4 acres**

         (b) Built up area in Sq. Meters   **4675.333sqm**

         (*1 sq.ft. = 0.093 sq.mt)

2.   Working hours of the Library

         (a) On working days   **7.00 am. to 6.30 p.m.**

         (b) On holidays   **9.30 am. to 3.30 p.m.**

         (c) On Examination days   **7.00 am. to 6.30 p.m.**

3.   Average number of faculty visiting the library/day (average for the last two years)   **35**

4.   Average number of students visiting the library/day (average for the last two years)   **350**

5.   Number of journals subscribed to the institution   **39**

6.   Does the library have the open access system?   Yes ✓   No

7. Total collection (Number)	Titles	Volumes
a. book	25624	32081
b. Textbooks	25575	31924
c. Reference books	160	178
d. Magazines	48	--
e. Current journals		
Indian journals	39	
Foreign journals	---	
f. Peer- reviewed journals	---	
g. Back volumes of journals	---	
h. E-resources	251	
CDs/ DVDs		
Databases	---	
Online journals	---	
Audio- Visual resources	314	

	YES	NO	NUMBER
i. Special collections (numbers) Repository (World Bank , OECD, UNESCO etc.)		☑	---
Interlibrary borrowing facility	☑		2
Materials acquired under special schemes (UGC, DST etc.)	☑		870
Materials for Competitive examinations including Employment news, Yojana etc.	☑		15
	☑		9725
Book Bank		☑	---
Braille materials		☑	---
Manuscripts		☑	---
Any other (specify)			

8. Number of books/journals / periodicals added during the last two years and their total cost

	The year before last 2005-2006		Last Year 2006-2007	
	Number	Total Cost (Rs.)	Number	Total Cost (Rs.)
Text books	829	1,86,642/-	763	1,88,374/-
Reference Books	36	18,411/-	74	32,636/-
Other books (E-BOOK)	--	--	14	8,347/-
Journals /Periodicals	16	4,034/-	13	4,420/-
Encyclopedia	40	29,184/-	5	9,600/-
Any other(specify)	---	---	---	---

9. Mention the Total carpet area of the Central Library (in sq. ft)

Mention the Total carpet area of the Central Library (in sq. ft)	**4,795.70 sqft**
Number of departmental libraries	**N.A.**
Average carpet area of the departmental libraries	**N.A.**
Seating capacity of the Central Library (Reading room)	**160 students.**

10. Status of Automation of the Library

      not initiated

      fully automated

      partially automated   ☑

11. Percentage of library budget in relation to the total budget   **1.60 %**

12. Services/facilities available in the library (If yes, tick in the box)

Circulation	☑
Circulation	☑
Clipping	
Bibliographic compilation	☑
Reference	☑
Reprography	☑
Computer and Printing	☑
Internet	☑
Inter-library loan	☑
Power back up	
Information display and notification	☑
User orientation /information literacy	☑
Any other (specify)	-----

13. Average number of books issued/returned per day   **300**

14. Ratio of library books to the number of students enrolled | **1:20**

15. Computer Facilities

Number of computers in the college | **140**

Number of Departments with computer facilities

Central computer facility (Number of terminals) | **02**

Budget allocated for purchase of computers during the last academic year | **120000/-**

Amount spent on maintenance and upgrading of computer facilities during the last academic year | **96541/-**

Dialup	Broadband	Others (Specify)
☑	☑	----

Number of nodes/ computers with Internet facility | **105**

16. Is there a Workshop /Instrumentation Centre?

Yes	No	☑	Available from the year	

17. Is there a Health Centre?

Yes	☑	No	Available from the year	**2001**

18. Is there Residential accommodation for

Faculty ?

Yes		No	☑

Non-teaching staff ?

Yes		No	☑

19. Are there student Hostels?

Yes		No	☑

If yes, number of students residing in | **-- N.A.--** | hostels

Male	Yes		No		Number	

Female	Yes		No		Number	

20. Is there a provision for

a) Sports fields

Yes	✓	No	

b) Gymnasium

Yes	✓	No	

c) Women's' rest rooms

Yes	✓	No	

d) Transport

Yes		No	✓

e) Canteen/Cafeteria

Yes	✓	No	

f) Students centre

Yes	✓	No	

g) Vehicle parking facility

Yes	✓	No	

Criterion V: Student Support and Progression

1.   a   Student strength

    (Provide information in the following format, for the past two years)

2006-2007

Student Enrolment	UG	PG	M.Phil	Ph.D	Diploma / Certificate	Self-Funded
Number of students from the same State where the college is located	2690	183	--	--	138	182
Number of students from other States	23	--	--	--	--	--
Number of NRI students	-- --	-- --	-- --	-- --	-- --	-- --
Number of foreign students	-- --	-- --	-- --	-- --	-- --	-- --

2007-2008

Student Enrolment	UG	PG	M.Phil	Ph.D	Diploma / Certificate	Self-Funded
Number of students from the same State where the college is located	2466	203	--	--	--	212
Number of students from other States	27	--	--	--	--	--
Number of NRI students	-- --	-- --	-- --	-- --	-- --	-- --
Number of foreign students	-- --	-- --	-- --	-- --	-- --	-- --

b.   Dropout rate in UG and PG (average for the last two batches)

	Number	%
UG	180	3.5
PG	---	---

2. Financial support for students: (last Year)
2006-2007

	Number OF Students	Amount
Endowments:	80	2,29,600
GOI SC Freeships:	30	159100
GOI OBC Freeships:	5	6525
GOI NT Freeships:	5	6825
TOTAL FREESHIP	40	172450

GOI SC Scholarship :	94	65510
GOI SBC Scholarship :	6	13245
GOI OBC Scholarship :	24	56343
GOI NT Scholarship :	10	26450
TOTAL SCHOLARSHIP	134	161548
Scholarship (Institution)	65	65000
Number of loan facilities:	---	---
Any other financial support : INDSURANCE Scheme	3000	100000/ student

3. Does the college obtain feedback from students on their campus experience?   Yes ☑   No ☐

4. Major cultural events (data for last year)

Events	Organized			Participated		
	Yes	No	Number	Yes	No	Number
Inter-collegiate	☑			☑		
Inter-university	☑			☑		
National						
Any other (specify)						

5. Examination Results	UG					PG	
	02-03	**03-04**	**04-05**	**05-06**	**06-07**		**06-07**
Pass Percentage							
B.A.	**56.52**	**69.04**	**60.47**	**66.17**	**69.35**	**M.COM.**	**71**
B.Com.	**60.86**	**53.08**	**51.21**	**62.83**	**58.06**	**M.A.(HIN)**	**100**
B.M.S.	**---**	**---**	**---**	**64.60**	**67.69**	**M.A. (ECO).**	**75**
Number of first classes							
B.A.	**86**	**102**	**83**	**41**	**30**	**M.COM.**	**01**
B.Com.	**73**	**63**	**49**	**18**	**17**	**M.A.(HIN)**	**05**
B.M.S.	**---**	**---**	**---**	**10**	**19**	**M.A. (ECO).**	**03**
Number of distinction							
B.A.	**02**	**---**	**01**	**---**	**02**	**M.COM.**	**00**
B.Com.	**14**	**05**	**05**	**---**	**02**	**M.A.(HIN)**	**00**
B.M.S.	**---**	**---**	**---**	**02**	**01**	**M.A. (ECO).**	**00**
Ranks (if any)							

(* Add more columns if not adequate)

6. Number of overseas programmes on campus and income earned:

Number	Amount	Agency
---	**---**	**---**

7. Number of students who have passed the following examinations during the last five years

    NET / SLET / CAT/ TOEFL / GRE

    GMAT/ Civil services (IAS /   -----
    IPS/IFS) Defense Entrance

    Other services Any other (specify)

8. Is there a Student Counselling Centre?

Yes	☑	No	

9. Is there a Grievance Redressal Cell?

Yes	☑	No	

10. Does the college have an Alumni Association?

Yes	☑	No		Formed in the year	**2001**

11. Does the college have a Parent-teachers Association?

Yes	☑	No		Formed in the year	**2001**

Criterion VI: Governance and Leadership

1. Has the institution appointed a permanent Principal?

Yes	☑	No	

If Yes, denote the qualifications   **M.SC., M.PHIL., PH.D.**

If No, for how long has the position been vacant?

-----

2. Number of professional development programmes held for the Non-teaching staff (last two years)

YES	**07**

3. Financial resources of the college (approximate amount) –**2006-2007**

Grant-in-aid	**2,63,91,000/-**
Fee from aided courses	**34,17,767/-**
Donation	**7,82,334/-**
Fee from Self-funded courses	**45,87,388/-**
Any other (specify)**(UN-DIV.)**	**28,95,950/-**

4. Statement of Expenditure (for last two years)

Item	Before last 2005-06	last year 2006-07
% spent on the salaries of faculty	59.49	56.36
% spent on the salaries of non-teaching employees	26.65	24.14
% spent on books and journals	1.59	1.50
% spent on Building development	3.36	7.71
% spent on student amenities	0.64	0.26
% spent on electricity, water, telephones, tax	1.18	1.05
% spent on laboratories, green house(Garden)	0.05	0.09
.% spent on research, seminars	0.18	0.65
% spent on repairs & maintenance	1.85	2.03
% spent on educational / industrial tours	0.45	0.26
% spent on gymkhana & co-curricular	2.01	1.64
% spent on Affiliation Fees	0.27	0.09
% spent on printing, stationery & binding	1.08	0.90
% spent on Furniture & Equipments	0.57	2.50
% spent on Miscellaneous	0.64	0.83

Note: The institution may provide the details regarding the above table as per the heads of accounts being maintained. However, care may be taken to cover the above items.

5. Dates of meetings of Academic and Administrative Bodies during the last two years:

	Last year 2006-2007	Year before last 2007-2008
Governing Body **MANAGING COMMITTEE**	**04**	**06**
Internal Admn. Bodies		
COLLEGE COMMITTEE	**07**	**06**
LOCAL MANAGING COMMITTEE	**02**	**03**
BUILDING COMMITTEE	**--**	**08**
Any other (specify)	**--**	

6. Are there Welfare Schemes for the academic community?

Loans:	Yes		No	✓
Medical allowance	Yes		No	✓
Medical Reimbursement /LTC/Group Insurance	Yes	✓	No	

7. Are there ICT supported / Computerized units/processes/activities for the following?

a) Administrative section/ Office	Yes	✓	No	
b) Finance Unit	Yes	✓	No	
c) Student Admissions	Yes	✓	No	
d) Placements	Yes	✓	No	
e) Aptitude Testing	Yes		No	✓
f) Examinations	Yes	✓	No	
g) Student Records	Yes	✓	No	

Criterion VII: Innovative Practices

1. Has the institution established Internal Quality Assurance Mechanisms ?

Yes ☑ No

2. Do students participate in the Quality Enhancement initiatives of the Institution?

Yes ☑ No

3. What is the percentage of the following student categories in the institution?

a. SC	9.29
b. ST	0.57
c. OBC	5.61
d. Women	100
e. Differently-abled	--
f. Rural	--
h. Tribal	--
i. Any other (specify)	

4. What is the percentage of the following category of staff?

	Category	Teaching staff	%	Non-teaching staff	%
a	SC	6	4.13	11	14.67
b	ST - SBC	--	--	3	2.06
c	OBC	3	2.06	6	8.00
d	Women	109	75.18	22	29.33
e	Physically-challenged	1	0.68	2	2.66
f	General Category	134	92.41	48	64.00
g	Any other VJNT	2	1.37	7	9.33

5. What is the percentage incremental academic growth of the following category of students for the last two batches?

	Category	At Admission		On completion of the course	
		Batch I	Batch II	Batch I	Batch II
a.	SC		--	--	--
b.	ST		--	--	--
c.	OBC		--	--	--
d.	Women		--	--	--
e.	Physically challenged		---	--	--
f.	General Category		--	--	--
g	Any other (specify)		---	--	--

C) Profile of the Department		Responses
1	Name of the Department	**English**
2	Year of Establishment	1968
3	Number of teachers sanctioned and present position	Sanctioned 10 - Present position 10
4	Number of Administrative Staff	Common
5	Number of Technical Staff	Common
6	Number of Teacher and Students	teachers-10, Students-3008
7	Demand Ratio (No. of seats : No. of appliacation)	1:1
	Ratio of Teachers to students	DC 1:18 CC-(E) 1:138, CC(M) 1:142, CC(H)1:144,CC(G) 1:34
9	Number of Research scholars who had their master's degree from other institution	NA
10	The year when the curriculum was revised last	2006
11	Number of students passed NET /SLET etc. (last two year)	NA
12	Success Rate of students (What is the pass percentage as compared to the University average?)	76.92%
13	University Distinction / Rank	
14	Publication by faculty (last 5 years)	Books-2,Magazine Articles-4,Course material for Distance Education-18
15	Awards and recognition received by faculty (last 5 years)	One Asiatic fellowship
16	Faculty who have Attended National and International Seminars (last 5 years)	5/7
17	Number of National and International seminar organized (last 5 years)	Nil
18	Number of teachers engaged in consultancy and the revenue generated	Nil
19	Number of Ongoing projects and its total outlay	Minor project-3 total Outlay-2,25,000
20	Research projects completed during the last two & its total outlay	Minor Project -3 Outlay-Rs.80000
21	Number of invention and patents	not applicable
22	Number of PhD theses guided during the last two years	Nil
23	Number of Book in the Department Library , if any	50
24	Number of Journals / Periodicals	01
25	Number of Computers	Common
26	Annual Budget	15000

C) Profile of the Department		Responses
1	Name of the Department	**Gujarati**
2	Year of Establishment	1968
3	Number of teachers sanctioned and present position	Sanctioned-2, Present-2
4	Number of Administrative Staff	Common
5	Number of Technical Staff	Common
6	Number of Teacher and Students	teachers-2, Students-90
7	Demand Ratio (No. of seats : No. of application)	1:1
8	Ratio of Teachers to students	1:45
9	Number of Research scholars who had their master's degree from other institution	NA
10	The year when the curriculum was revised last	From 2004-2007 B,A & B.com syllabus at all levels where revised
11	Number of students passed NET /SLET etc. (last two year)	NA
12	Success Rate of students (What is the pass percentage as compared to the University average?)	80%
13	University Distinction / Rank	Bhagwati Purohit secured highest in Gujrati D.C.
14	Publication by faculty (last 5 years)	Books-21,Newspaper Articles-60,Course material for Distance Education-2
15	Awards and recognition received by faculty (last 5 years)	Nil
16	Faculty who have Attended National and International Seminars (last 5 years)	National Seminar-2
17	Number of National and International seminar organized (last 5 years)	National Seminar-1
18	Number of teachers engaged in consultancy and the revenue generated	Nil
19	Number of Ongoing projects and its total outlay	Minor project-1 total Outlay- 55,000
20	Research projects completed during the last two & its total outlay	Nil
21	Number of invention and patents	Nil
22	Number of PhD theses guided during the last two years	Nil
23	Number of Book in the Department Library , if any	Nil
24	Number of Journals / Periodicals	1
25	Number of Computers	Common
26	Annual Budget	15000

	C) Profile of the Department		Responses
1	Name of the Department		**Marathi**
2	Year of Establishment		AC-1991. DC-1994
3	Number of teachers sanctioned and present position		Sanctioned-3 - Present position -3
4	Number of Administrative Staff		Common
5	Number of Technical Staff		Common
6	Number of Teacher and Students		teachers-3, Students-340
7	Demand Ratio (No. of seats : No. of application)		1:1
8	Ratio of Teachers to students		D.C.-1:50 AC-1:125
9	Number of Research scholars who had their master's degree from other institution		NA
10	The year when the curriculum was revised last		2006
11	Number of students passed NET /SLET etc. (last two year)		NA
12	Success Rate of students (What is the pass percentage as compared to the University average?)		84.21%
13	University Distinction / Rank	Jyoti Ashok Hebare stood first in University in Marathi literature (2004-05)'03	
14	Publication by faculty (last 5 years)	Books-1,Newspaper Articles-22.Referred Journal-2	
15	Awards and recognition received by faculty (last 5 years)		
16	Faculty who have Attended National and International Seminars (last 5 years)		National-2
17	Number of National and International seminar organized (last 5 years)		Nil
18	Number of teachers engaged in consultancy and the revenue generated		Nil
19	Number of Ongoing projects and its total outlay		
20	Research projects completed during the last two & its total outlay		Minor Research -1 completed Outlay- Rs-50,000
21	Number of invention and patents		Nil
22	Number of PhD theses guided during the last two years		Nil
23	Number of Book in the Department Library , if any		125
24	Number of Journals / Periodicals		02
25	Number of Computers		Common
26	Annual Budget		15000

C) Profile of the Department		Responses
1	Name of the Department	**Hindi**
2	Year of Establishment	1993
3	Number of teachers sanctioned and present position	Sanctioned-2 Present position -2
4	Number of Administrative Staff	Common
5	Number of Technical Staff	Common
6	Number of Teacher and Students	teachers-2 Students-400
7	Demand Ratio (No. of seats : No. of applications)	1:1
	Ratio of Teachers to students	1:200
9	Number of Research scholars who had their master's degree from other institution	NA
10	The year when the curriculum was revised last	2004-2005, 2006-2007
11	Number of students passed NET /SLET etc. (last two year)	NA
12	Success Rate of students (What is the pass percentage as compared to the University average?)	84.25%
13	University Distinction / Rank	Mauyra Meena student of Hindi medium Stood first in the university Hindi literature (2004-05)Yadav Poonam Jayprakash Chand secured highest mark in Hindi D.C. (2003-04)1
14	Publication by faculty (last 5 years)	Books-12,Short stories-8, Translated Books-2,Research Article-24
15	Awards and recognition received by faculty (last 5 years)	1 Best Teacher Award
16	Faculty who have Attended National and International Seminars (last 5 years)	National--2,International -1
17	Number of National and International seminar organized (last 5 years)	2
18	Number of teachers engaged in consultancy and the revenue generated	Nil
19	Number of Ongoing projects and its total outlay	Nil
20	Research projects completed during the last two & its total outlay	2 minor research project completed, total outlay 70,000
21	Number of invention and patents	Nil
22	Number of PhD theses guided during the last two years	Nil
23	Number of Book in the Department Library , if any	Common
24	Number of Journals / Periodicals	1/6
25	Number of Computers	Common
26	Annual Budget	Rs. 15,000/-

C) Profile of the Department		Responses
1	Name of the Department	**Economics**
2	Year of Establishment	1968
3	Number of teachers sanctioned and present position	Sanctioned-11 and Present-11
4	Number of Administrative Staff	Common
5	Number of Technical Staff	Common
6	Number of Teacher and Students	teachers-11, Students-1468
7	Demand Ratio (No. of seats : No. of application)	1:01
8	Ratio of Teachers to students	Commerce-1:138, Arts-1:64
9	Number of Research scholars who had their master's degree from other institution	NA
10	The year when the curriculum was revised last	2004-05
11	Number of students passed NET /SLET etc. (last two year)	NA
12	Success Rate of students (What is the pass percentage as compared to the University average?)	51.70%
13	University Distinction / Rank	Parekh Khusboo Mahendra Bhai secured marks highest in Economic D.C.(2004-05),Upadhyay Priti Nareendranath- Highest Scorer in D.C. Economics at University in B.A. III (2006-07)
14	Publication by faculty (last 5 years)	Books-3,Newspaper Articles-13,Course material for Distance Education-3
15	Awards and recognition received by faculty (last 5 years)	Nil
16	Faculty who have Attended National and International Seminars (last 5 years)	National Seminar-8
17	Number of National and International seminar organized (last 5 years)	Organised an inter disciplinary national seminar
18	Number of teachers engaged in consultancy and the revenue generated	Nil
19	Number of Ongoing projects and its total outlay	Minor project-1 total Outlay-55,000
20	Research projects completed during the last two & its total outlay	Nil
21	Number of invention and patents	NA
22	Number of PhD theses guided during the last two years	Nil
23	Number of Book in the Department Library , if any	Common
24	Number of Journals / Periodicals	1)Arthik Vikas 2) Arth Sankalan 3)EPW 4)Monthly Commentary on Indian Eco. Conditions
25	Number of Computers	Common
26	Annual Budget	15000 For Books

C) Profile of the Department		Responses
1	Name of the Department	**Sociology**
2	Year of Establishment	1971
3	Number of teachers sanctioned and present position	4/4
		01-Adhoc
		01-CHB
4	Number of Administrative Staff	Common
5	Number of Teaching Staff	Common
6	Number of Teacher and Students	4/102
7	Demand Ratio (No. of seats : No. of application)	1:1
8	Ratio of Teachers to students	1:25
9	Number of Research scholars who had their master's degree from other institution	NA
10	The year when the curriculum was revised last	2004
11	Number of students passed NET /SLET etc. (last two year)	NA
12	Success Rate of students (What is the pass percentage as compared to the University average?)	54.76%
13	University Distinction / Rank	Nil
14	Publication by faculty (last 5 years)	course material for distance Education-1
15	Awards and recognition received by faculty (last 5 years)	Felicitation by Indian Social Science Congress for being Repertoire, Organised an interdisciplinary national seminar
16	Faculty who have Attended National and International Seminars (last 5 years)	International -1
		National- 1
17	Number of National and International seminar organized (last 5 years)	1
18	Number of teachers engaged in consultancy and the revenue generated	Nil
19	Number of Ongoing projects and its total outlay	Nil
20	Research projects completed during the last two & its total outlay	2
21	Number of invention and patents	NA
22	Number of PhD theses guided during the last two years	NA
23	Number of Book in the Department Library , if any	15
24	Number of Journals / Periodicals	1
25	Number of Computers	Common
26	Annual Budget	10000 For Books

C) Profile of the Department		Responses
1	Name of the Department	**Psychology**
2	Year of Establishment	1985
3	Number of teachers sanctioned and present position	6\6
4	Number of Administrative Staff	Common
5	Number of Teaching Staff	6
6	Number of Teacher and Students	6\208
7	Demand Ratio (No. of seats : No. of applications)	1:1
8	Ratio of Teachers to students	1:34
9	Number of Research scholars who had their master's degree from other institution	Nil
10	The year when the curriculum was revised last	2004
11	Number of students passed NET /SLET etc. (last two year)	NIL
12	Success Rate of students (What is the pass percentage as compared to the University average?)	61.84%
13	University Distinction / Rank	Digisha Patel stood first in Psychology subject at the university (2005-06)
14	Publication by faculty (last 5 years)	Alka Desai and Jayshree Vora for Extension Activity, Bharat Gaurav & Best NSS PO, Geeta Patil NCQM, Best Project & INCOMAS 2nd Prize.
15	Awards and recognition received by faculty (last 5 years)	Nil
16	Faculty who have Attended National and International Seminars (last 5 years)	National -3 and in International-2
17	Number of National and International seminar organized (last 5 years)	National -3 and in International-2
18	Number of teachers engaged in consultancy and the revenue generated	Co-organized International Seminar 1
19	Number of Ongoing projects and its total outlay	Nil
20	Research projects completed during the last two & its total outlay	Minor Project -1 and total outlay- 40,000
21	Number of invention and patents	NA
22	Number of PhD theses guided during the last two years	NA
23	Number of Book in the Department Library , if any	85 Books and 1 journal (Bombay psychologist) Institute Library-2136 ,Book Bank--76
24	Number of Journals / Periodicals	1) Asian Journal Of Education and Psychology 2)Indian Psychological Review
25	Number of Computers	Common
26	Annual Budget	10000 For Books and 15,000 for Psychology Lab

	C) Profile of the Department		Responses
1	Name of the Department		**History**
2	Year of Establishment		1968
3	Number of teachers sanctioned and present position		Sanctioned-8 /Present-8
4	Number of Administrative Staff		Common
5	Number of Technical Staff		Common
6	Number of Teacher and Students		teachers-11, Students-1468
7	Demand Ratio (No. of seats : No. of appliacation)		1:01
	Ratio of Teachers to students		AC-1:138, DC-1:64
9	Number of Research scholars who had their master's degree from other institution		NA
10	The year when the curriculum was revised last		2004-05
11	Number of students passed NET /SLET etc. (last two year)		NA
12	Success Rate of students (What is the pass percentage as compared to the University average?)		78.94%
13	University Distinction / Rank	Prabhavati Kanpure received gold medal for securing first position in history-(2005-06),Singh Ruby (2006-07)got 16th rank on the merit list of students in the State of Maharashtra/Gujrat and was awarded National Merit Scholarship of the Government of India For Postgraduate StudiesNo,4	
14	Publication by faculty (last 5 years)	Books-3,Newspaper Articles-13,Course material for Distance Education-3	
15	Awards and recognition received by faculty (last 5 years)		Nil
16	Faculty who have Attended National and International Seminars (last 5 years)		International Seminar-1 & National Seminar-3
17	Number of National and International seminar organized (last 5 years)	Co -organizer of Indian Social Science Congress, Organised an interdisplinary national seminar	
18	Number of teachers engaged in consultancy and the revenue generated		NA
19	Number of Ongoing projects and its total outlay		Minor project-1 total Outlay-55,000
20	Research projects completed during the last two & its total outlay		Nil
21	Number of invention and patents		NA
22	Number of PhD theses guided during the last two years		One faculty recognized ---- PhD Guide from 2004
23	Number of Book in the Department Library , if any	120Books & 3 journal (Shodhak, IOC) Institute Library-3,407 & Book Bank -223	
24	Number of Journals / Periodicals	1) Shodhak 2) Historical Review 3) Studies in History	
25	Number of Computers		Common
26	Annual Budget		15000 for Books

C) Profile of the Department		Responses
1	Name of the Department	**Child Care (Home Economics)**
2	Year of Establishment	1987
3	Number of teachers sanctioned and present position	Sanctioned-4 and Present-4
4	Number of Administrative Staff	Common
5	Number of Technical Staff	Common
6	Number of Teacher and Students	teachers-4, Students-293
7	Demand Ratio (No. of seats : No. of appliacation)	1:1
8	Ratio of Teachers to students	1:73
9	Number of Research scholars who had their master's degree from other institution	NA
10	The year when the curriculum was revised last	2007-08
11	Number of students passed NET /SLET etc. (last two year)	N.A.
12	Success Rate of students (What is the pass percentage as compared to the University average?)	56.92%
13	University Distinction / Rank	Nil
14	Publication by faculty (last 5 years)	Books-2,Referred Journals-6,Newspaper Articles-, Seminar Proceeding-1,Course material for Distance Education
15	Awards and recognition received by faculty (last 5 years)	Nil
16	Faculty who have Attended National and International Seminars (last 5 years)	National Seminar-1, International Seminar-1
17	Number of National and International seminar organized (last 5 years)	Nil
18	Number of teachers engaged in consultancy and the revenue generated	NA
19	Number of Ongoing projects and its total outlay	Nil
20	Research projects completed during the last two & its total outlay	One UGC Major Research Project .Total Outlay--Rs.4,50,000
21	Number of invention and patents	NA
22	Number of PhD theses guided during the last two years	NA
23	Number of Book in the Department Library , if any	Common
24	Number of Journals / Periodicals	Periodicals 3
25	Number of Computers	Common
26	Annual Budget	6000 for Books

	C) Profile of the Department	Responses
1	Name of the Department	**Music**
2	Year of Establishment	2002
3	Number of teachers sanctioned and present position	Sanctioned-2 Present position -3
4	Number of Administrative Staff	Common
5	Number of Technical Staff	Tabla Accompanist
6	Number of Teacher and Students	teachers-2Students-43
7	Demand Ratio (No. of seats : No. of application)	1:1
	Ratio of Teachers to students	1:22
9	Number of Research scholars who had their master's degree from other institution	NA
10	The year when the curriculum was revised last	2004-2005
11	Number of students passed NET /SLET etc. (last two year)	NA
12	Success Rate of students (What is the pass percentage as compared to the University average?)	66.66%
13	University Distinction / Rank	2
14	Publication by faculty (last 5 years)	Nil
15	Awards and recognition received by faculty (last 5 years)	Anaya Thatte-Asiatic Society Fellowship ,Young Musicologist award for research by Amsterdam University & ITCSRA
16	Faculty who have Attended National and International Seminars (last 5 years)	National -1
17	Number of National and International seminar organized (last 5 years)	National -2
18	Number of teachers engaged in consultancy and the revenue generated	Nil
19	Number of Ongoing projects and its total outlay	Nil
20	Research projects completed during the last two & its total outlay	Nil
21	Number of invention and patents	Nil
22	Number of PhD theses guided during the last two years	Nil
23	Number of Book in the Department Library , if any	Common
24	Number of Journals / Periodicals	1
25	Number of Computers	Common
26	Annual Budget	Rs. 5000 for Books

	C) Profile of the Department	Responses
1	Name of the Department	**Commerce**
2	Year of Establishment	1978
3	Number of teachers sanctioned and present position	Sanctioned 9 Present position -9
4	Number of Administrative Staff	Common
5	Number of Technical Staff	Common
6	Number of Teacher and Students	teachers-7 Students-828
7	Demand Ratio (No. of seats : No. of application)	1:1
	Ratio of Teachers to students	1:22
9	Number of Research scholars who had their master's degree from other institution	NA
10	The year when the curriculum was revised last	2004-05
11	Number of students passed NET /SLET etc. (last two year)	NA
12	Success Rate of students (What is the pass percentage as compared to the University average?)	80%
13	University Distinction / Rank	Nil
14	Publication by faculty (last 5 years)	Books-1 Research Article-6
15	Awards and recognition received by faculty (last 5 years)	2 Best paper reading Award at S.N.D.T University
16	Faculty who have Attended National and International Seminars (last 5 years)	National-7 International -1
17	Number of National and International seminar organized (last 5 years)	National -1
18	Number of teachers engaged in consultancy and the revenue generated	Nil
19	Number of Ongoing projects and its total outlay	Nil
20	Research projects completed during the last two & its total outlay	Nil
21	Number of invention and patents	Nil
22	Number of PhD theses guided during the last two years	Number of M. Phil students guided-2
23	Number of Book in the Department Library , if any	35
24	Number of Journals / Periodicals	Nil
25	Number of Computers	Common
26	Annual Budget	10,000

	C) Profile of the Department	Responses
1	Name of the Department	**Accountancy**
2	Year of Establishment	1978
3	Number of teachers sanctioned and present position	Sanctioned-5 Present position -5
4	Number of Administrative Staff	Common
5	Number of Technical Staff	Common
6	Number of Teacher and Students	teachers-5 Students-828
7	Demand Ratio (No. of seats : No. of application)	1:1
8	Ratio of Teachers to students	1:2
9	Number of Research scholars who had their master's degree from other institution	NA
10	The year when the curriculum was revised last	2006
11	Number of students passed NET /SLET etc. (last two year)	NA
12	Success Rate of students (What is the pass percentage as compared to the University average?)	78%
13	University Distinction / Rank	Nil
14	Publication by faculty (last 5 years)	Nil
15	Awards and recognition received by faculty (last 5 years)	One best teacher award
16	Faculty who have Attended National and International Seminars (last 5 years)	National--2 International-2
17	Number of National and International seminar organized (last 5 years)	Nil
18	Number of teachers engaged in consultancy and the revenue generated	Nil
19	Number of Ongoing projects and its total outlay	Nil
20	Research projects completed during the last two & its total outlay	Nil
21	Number of invention and patents	Nil
22	Number of PhD theses guided during the last two years	Nil
23	Number of Book in the Department Library , if any	common
24	Number of Journals / Periodicals	Nil
25	Number of Computers	Common
26	Annual Budget	10,000

C) Profile of the Department		Responses
1	Name of the Department	**BMS (Self Financing)**
2	Year of Establishment	2003-2004
3	Number of teachers sanctioned and present position	2 Full Time and 10 visiting
4	Number of Administrative Staff	2
5	Number of Technical Staff	Common
6	Number of Teacher and Students	teachers-12 Students-142
7	Demand Ratio (No. of seats : No. of application)	1:1
8	Ratio of Teachers to students	1:14
9	Number of Research scholars who had their master's degree from other institution	NA
10	The year when the curriculum was revised last	2005-2006
11	Number of students passed NET /SLET etc. (last two year)	Information not Documented
12	Success Rate of students (What is the pass percentage as compared to the University average?)	69.23%
13	University Distinction / Rank	Sameena Rizvi- Second Rank in B.M.S. III Samitha Bhude- Fourth Rank in B.M.S. III Seema Dhaki Fifth Rank in B.M.S. III
14	Publication by faculty (last 5 years)	NIL
15	Awards and recognition received by faculty (last 5 years)	Best Teacher Award R.R.Shah, Best Paper award- Yasmen Jhaveri
16	Faculty who have Attended National and International Seminars (last 5 years)	National -2
17	Number of National and International seminar organized (last 5 years)	Nil
18	Number of teachers engaged in consultancy and the revenue generated	Nil
19	Number of Ongoing projects and its total outlay	Nil
20	Research projects completed during the last two & its total outlay	Nil
21	Number of invention and patents	Nil
22	Number of PhD theses guided during the last two years	Nil
23	Number of Book in the Department Library , if any	Common
24	Number of Journals / Periodicals	14/10
25	Number of Computers	34
26	Annual Budget	Rs17,60,000

C) Profile of the Department		Responses
1	Name of the Department	**BCA(Self Financing)**
2	Year of Establishment	2005-2006
3	Number of teachers sanctioned and present position	1 Full Time and 7 visiting
4	Number of Administrative Staff	2
5	Number of Technical Staff	1
6	Number of Teacher and Students	teachers-8Students-61
7	Demand Ratio (No. of seats : No. of application)	1:1
	Ratio of Teachers to students	1:8
9	Number of Research scholars who had their master's degree from other institution	NA
10	The year when the curriculum was revised last	2005-2006
11	Number of students passed NET /SLET etc. (last two year)	Information not Documented
12	Success Rate of students (What is the pass percentage as compared to the University average?)	First batch will pass out in 2008
13	University Distinction / Rank	Nil
14	Publication by faculty (last 5 years)	Nil
15	Awards and recognition received by faculty (last 5 years)	1
16	Faculty who have Attended National and International Seminars (last 5 years)	Nil
17	Number of National and International seminar organized (last 5 years)	Nil
18	Number of teachers engaged in consultancy and the revenue generated	Nil
19	Number of Ongoing projects and its total outlay	Nil
20	Research projects completed during the last two & its total outlay	Nil
21	Number of invention and patents	Nil
22	Number of PhD theses guided during the last two years	Nil
23	Number of Book in the Department Library , if any	Common
24	Number of Journals / Periodicals	5
25	Number of Computers	34
26	Annual Budget	Rs17,85,000

	C) Profile of the Department		Responses
1	Name of the Department		**M.Com.**
2	Year of Establishment		2004-2005
3	Number of teachers sanctioned and present position		Visiting faculty-5
4	Number of Administrative Staff		Common
5	Number of Technical Staff		Common
6	Number of Teacher and Students		teachers-5 Students-52
7	Demand Ratio (No. of seats : No. of application)		1:1
	Ratio of Teachers to students		1:10
9	Number of Research scholars who had their master's degree from other institution		N.A.
10	The year when the curriculum was revised last		2003-2004
11	Number of students passed NET /SLET etc. (last two year)		Information not Documented
12	Success Rate of students (What is the pass percentage as compared to the University average?)		69%
13	University Distinction / Rank	Hasumati G. Ilasariya M.Com Part I student was awarded National Merit Scholarship for the year 2006-07	
14	Publication by faculty (last 5 years)		Visiting Faculty
15	Awards and recognition received by faculty (last 5 years)		Nil
16	Faculty who have Attended National and International Seminars (last 5 years)		5
17	Number of National and International seminar organized (last 5 years)		Nil
18	Number of teachers engaged in consultancy and the revenue generated		Nil
19	Number of Ongoing projects and its total outlay		Nil
20	Research projects completed during the last two & its total outlay		Nil
21	Number of invention and patents		Nil
22	Number of PhD theses guided during the last two years		Nil
23	Number of Book in the Department Library , if any		common library
24	Number of Journals / Periodicals		Nil
25	Number of Computers		common
26	Annual Budget		Rs 2,09,000

	C) Profile of the Department		Responses
1	Name of the Department		**M.A. Economics**
2	Year of Establishment		2004-2005
3	Number of teachers sanctioned and present position		visiting faculty-5
4	Number of Administrative Staff		common
5	Number of Technical Staff		common
6	Number of Teacher and Students		teachers-5 Students-55
7	Demand Ratio (No. of seats : No. of applications)		1:1
8	Ratio of Teachers to students		1:11
9	Number of Research scholars who had their master's degree from other institution		N.A.
10	The year when the curriculum was revised last		2005-2006
11	Number of students passed NET /SLET etc. (last two year)		Information not Documented
12	Success Rate of students (What is the pass percentage as compared to the University average?)		79.41%
13	University Distinction / Rank		Nil
14	Publication by faculty (last 5 years)		Visiting Faculty record not documented
15	Awards and recognition received by faculty (last 5 years)		1
16	Faculty who have Attended National and International Seminars (last 5 years)		5
17	Number of National and International seminar organized (last 5 years)		1
18	Number of teachers engaged in consultancy and the revenue generated		Nil
19	Number of Ongoing projects and its total outlay		Nil
20	Research projects completed during the last two & its total outlay		Nil
21	Number of invention and patents		NA
22	Number of PhD theses guided during the last two years		Nil
23	Number of Book in the Department Library , if any		common Library
24	Number of Journals / Periodicals	1)Arthik Vikas 2) Arth Sankalan 3)EPW 4)Monthly Commentary on Indian Economic Conditions	
25	Number of Computers		Common
26	Annual Budget		Rs. 2,09,000

	C) Profile of the Department	Responses
1	Name of the Department	**M.A.HINDI**
2	Year of Establishment	2005-2006
3	Number of teachers sanctioned and present position	Visiting faculty-6
4	Number of Administrative Staff	Common
5	Number of Technical Staff	Common
6	Number of Teacher and Students	teachers-6Students-71
7	Demand Ratio (No. of seats : No. of application)	1:1
	Ratio of Teachers to students	1:12
9	Number of Research scholars who had their master's degree from other institution	N.A.
10	The year when the curriculum was revised last	
11	Number of students passed NET /SLET etc. (last two year)	Information not Documented
12	Success Rate of students (What is the pass percentage as compared to the University average?)	100%
13	University Distinction / Rank	Nil
14	Publication by faculty (last 5 years)	Visiting Faculty record not documented
15	Awards and recognition received by faculty (last 5 years)	
16	Faculty who have Attended National and International Seminars (last 5 years)	6
17	Number of National and International seminar organized (last 5 years)	3 National Seminar
18	Number of teachers engaged in consultancy and the revenue generated	Nil
19	Number of Ongoing projects and its total outlay	Nil
20	Research projects completed during the last two & its total outlay	Nil
21	Number of invention and patents	Nil
22	Number of PhD theses guided during the last two years	Nil
23	Number of Book in the Department Library , if any	common library
24	Number of Journals / Periodicals	1
25	Number of Computers	common
26	Annual Budget	Rs225000

CRITERION I: CURRICULAR ASPECTS

1.1   Curriculum Design and Development

1.1.1 State the vision and mission of the institution, and how it is communicated to the students, teachers, staff and other stakeholders?

Ans. The institution believes in "sukha shanti prada vidya". The vision of the institute is:

VISION

To enlighten and empower women to enhance the quality of society

MISSION

- To provide quality education without discrimination to one and all.
- To prepare economically and socially empowered, value oriented citizens.
- To develop competent, confident and positively inclined individuals.
- To prepare students for global competence
- To facilitate academically disadvantaged students to go for higher education.
- To enhance cultural identity and heritage among students.

The vision and mission of the college is displayed in

- The Principals' Office
- The Library
- Corridors
- The official website of the college
- The Prospectus and IQAC Newsletter
- Magazine
- Canteen
- Surajba Hall

1.1.2 **How does the mission statement reflect the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientation?**

Ans.   The prominent characteristics of the institution are:

- To impart education to all regardless of caste, religion and socioeconomic status.
- To give training to prepare the students for global competence
- To include academically weak girl students in the gamut of higher education
- To facilitate the social and economic empowerment of students.
- To inculcate value system in the students

All these characteristics are reflected in the mission statement.

1.1.3   Are the academic programmes in line with the institution's goals and objectives? If yes, give details on how the curricula is developed/ adopted, address the needs of the society and have relevance to the regional/ national and global trends and development needs? (access to the Disadvantaged, Equity, Self development, community and National Development, Ecology and environment, value orientation, employment, ICT introduction, Global and National demands and so on)

Ans.   Our college is affiliated to S.N.D.T. Women's University and the course programme is developed by the University. In addition to the regular curricula, the institution offers additional courses to keep the students abreast with global and national demands and enable them to confront challenges of life. These courses are -

- Value added courses
- Enrichment courses
- Bridge courses
- Compulsory computer course
- Career oriented programme
- Career fairs and self employment workshops
- Interdisciplinary courses
- Remedial Courses

In addition to the above mentioned facilities, the institution has started BMS, BCA and UGC sponsored three years Career Oriented Programmes (COP).

1.1.4   How does the curriculum cater to inclusion/ integration of Information and Communication Technology (ICT) in the curriculum, for equipping the students to compete in the global employment markets?

Ans.   To compete in the global employment market and equip students with ICT knowledge, the institution integrates the following measures with the curriculum

- 100 hours compulsory computer literacy programme to all students
- Government recognized MS-CIT course is available in the campus
- Certificate courses in Retail management and Tally
- Usage of internet for reference work/ project work/ dictionary/ thesis/ encyclopedia is available for the students.
- Usage of audio aids for Music department
- Use of AV aids such as OHP and LCD for presentations

1.1.5   Specify initiatives and contributions of the institution in the curriculum design and development process. (Need assessment, development of information database, feedback from faculty, students, alumni, employees and academic peers and communicating the information and feedback for appropriate inclusion and decision in statutory academic bodies, membership of BOS and by sending agenda items etc.)

Ans.   The faculty members of the institution make significant contributions in designing teaching programmes at the University. There is a representation of the faculty members in designing the curriculum. Details of the representation is given below-

Board of Studies	-	11 members
Board of Examination	-	1 member
Faculty of Social Sciences	-	1 member
Academic Council	-	3 members
Senate	-	5 members

Feedback from the faculty and academic peers is communicated to the University (BOS) for appropriate inclusion through the members of Board of Studies.

In addition to the representation of the faculty at the University in designing curriculum, the institution has also organized –

- Orientation workshops for New Syllabus for all colleges affiliated to S.N.D.T. Women's University.
- Follow up workshops on the new syllabus
- Question Bank workshops

1.2   Academic Flexibility

1.2.1 What are the range of programme options available to learners in terms of Degree, Certificate and Diploma?

Ans.   A wide range of options is available to the learners in terms of Degrees as in B.A., B.Com, B.M.S., B.C.A., M.A. and M.COM. In B.A. four mediums of instruction are available to the students- English, Hindi, Marathi and Gujarati and in B.Com, two mediums of instruction exist – English and Gujarati.

The chart depicting the same is in fig. 1.1.

The college has also very recently got into partnership with IGNOU (Indira Gandhi National Open University). This year the college will offer MBA, MCA and M.A. (English) through distance learning mode.

1.2.2   Give details on the following provisions with reference to academic flexibility, value addition and course enrichment : (a)Core options (b)Elective options (c)Add on courses (d)Interdisciplinary courses (e)Flexibility to the students to move from one discipline to another (f)Flexibility to pursue the programme with reference to the time frame (flexible time for completion)

Ans.   As per the University guidelines the following options are offered to the students. The elective option enables students to select a DC (Discipline Component) at the first year level. The university statute does not permit students to shift from one DC to another in the course of three years.

Table no. 1.1 Course Options In B.A.

FACULTY OF ARTS			PART I	PART II	PART III
SR.	TYPE OF PAPER	MEDIUM	SUBJECT	SUBJECT	SUBJECT
1	CORE COMPONENT *	ENG,GUJ,MAR,HIN	ENGLISH	ENGLISH	ENGLISH
2	FOUNDATION COURSE *	ENG,GUJ,MAR,HIN	A) HISTORY AS HERITAGE	A) CURRENT CONCERN	----
			B) WOMEN IN CHANGING INDIA	----	----
3	DISCIPLINE COMPONENT	ENGLISH	ANY ONE (TWO PAPERS)	(TWO PAPERS)	(FOUR PAPERS)
			A) SOCIOLOGY	A) SOCIOLOGY	A) SOCIOLOGY
			B) PSYCHOLOGY	B) PSYCHOLOGY	B) PSYCHOLOGY
			C) ECONOMICS	C) ECONOMICS	C) ECONOMICS
			D) ENGLISH	D) ENGLISH	D) ENGLISH
		GUJARATI	ANY ONE (TWO PAPERS)	(TWO PAPERS)	(FOUR PAPERS)
			A) SOCIOLOGY	A) SOCIOLOGY	A) SOCIOLOGY
			B) PSYCHOLOGY	B) PSYCHOLOGY	B) PSYCHOLOGY
			C) ECONOMICS	C) ECONOMICS	C) ECONOMICS
			D) GUJARATI	D) GUJARATI	D) GUJARATI
		MARATHI	ANY ONE (TWO PAPERS)	(TWO PAPERS)	(FOUR PAPERS)
			A) HISTORY	A) HISTORY	A) HISTORY
			B) PSYCHOLOGY	B) PSYCHOLOGY	B) PSYCHOLOGY
			C) ECONOMICS	C) ECONOMICS	C) ECONOMICS
			D) HINDI	D) HINDI	D) HINDI
			E) MARATHI	E) MARATHI	E) MARATHI
			F) MUSIC	F) MUSIC	F) MUSIC
		HINDI	ANY ONE (TWO PAPERS)	(TWO PAPERS)	(FOUR PAPERS)
			A) HISTORY	A) HISTORY	A) HISTORY
			B) ECONOMICS	B) ECONOMICS	B) ECONOMICS
			C) HINDI	C) HINDI	C) HINDI
4	ANCILLARY COMPONENT	ENGLISH	ANY ONE (ONE PAPER)	(ONE PAPER)	
			A) HISTORY	A) HISTORY	
			B) GUJARATI	B) GUJARATI	
		GUJARATI	ANY ONE (ONE PAPER)	(ONE PAPER)	
			A) ELEMENT OF COMMERCE	A) ACCOUNTANCY	
			B) GUJARATI		
		MARATHI	ANY ONE (TWO PAPERS)	(TWO PAPERS)	
			A) MARATHI	A) MARATHI	
			B) HISTORY	B) HISTORY	
		HINDI	ANY ONE (TWO PAPERS)	(TWO PAPERS)	
			A) ECONOMICS	A) ECONOMICS	
			B) HISTORY	B) HISTORY	
	OR				
	COMBINED APPLIED COMPONENT	ENG,GUJ,MAR	ANY ONE (ONE PAPERS)	(TWO PAPERS)	(ONE PAPER)
			(UNDER AREA OF HOME ECONOMICS)		
			CHILD CARE	CHILD CARE	CHILD CARE

5	APPLIED COMPONENT	ENGLISH		(ONE PAPER)	(ONE PAPER)
				A) SOCIOLOGY	A) SOCIOLOGY
				B) PSYCHOLOGY	B) PSYCHOLOGY
				C) ECONOMICS	C) ECONOMICS
				E) ENGLISH	E) ENGLISH
		GUJARATI		(ONE PAPER)	(ONE PAPER)
				A) SECR.PRACTICE	B) BUSINESS ORGANISATION
		MARATHI		(ONE PAPER)	(ONE PAPER)
				A) HISTORY	A) HISTORY
				B) PSYCHOLOGY	B) PSYCHOLOGY
				C) ECONOMICS	C) ECONOMICS
				D) MARATHI	D) MARATHI
				E) HINDI	E) HINDI
		HINDI		(ONE PAPER)	(ONE PAPER)
				A) HISTORY	A) HISTORY
				B) ECONOMICS	B) ECONOMICS
				C) HINDI	C) HINDI

Table 1.2 Course Options in B.Com.

FACULTY OF COMMERCE			PART I	PART II	PART III
SR.	TYPE OF PAPER	MEDIUM	SUBJECT	SUBJECT	SUBJECT
1	CORE COMPONENT *	ENG,GUJ,	ENGLISH	ENGLISH	ENGLISH
2	DISCIPLINES COMPONET	ENG,GUJ	COMPULSORY PAPERS	COMPULSORY PAPERS	COMPULSORY PAPERS
			A) ECONOMICS	A) ECONOMICS	A) ECONOMICS
			B) COMMERCE	B) COMMERCE	B) COMMERCE
			C) ACCOUNTANCY	C) ACCOUNTANCY	C) BUSINESS LAW
STUDENTS CAN SELECT ANY ONE GROUP					
		GROUP 1	A) BUSINESS MATHEMATICS & STATISTICS		
			B) COMMERCIAL GEOGRAPHY & ENV. STUDIES		
		GROUP 2	A) OFFICE MANAGEMENT & SECR.PRACTICE (PAPER 1)		
			B) OFFICE MANAGEMENT &SECR. PRACTICE (PAPER 2)		
		GROUP 3	A) ADVERTISING SALES PROMOTION & SALES MARKETING (PAPER 1)		
			B) ADVERTISING SALES PROMOTION & SALES MARKETING (PAPER 2)		
3	SPECIALISATION			ONE PAPER (A TO D)	TWO PAPERS (A TO D)
				A) FINANCIAL ACCOUNTANCY & AUDITING	A) FINANCIAL ACCOUNTANCY & AUDITING
				B) BANKING & FINANCE	B) BANKING & FINANCE
				C) COSTING	C) COSTING
				D) COMPUTER STUDIES	D) COMPUTER STUDIES
				E) OMSP - VOCATIONAL (TWO PAPERS)	E) OMSP - VOCATIONAL (TWO PAPERS)
				F) ASPSM - VOCATIONAL (TWO PAPERS)	F) ASPSM - VOCATIONAL (TWO PAPERS)
4	ELECTIVE COMPONENT			ANY ONE (ONE PAPER)	
				A) ECONOMIC SYSTEM	
				B) GUJARATI	
				C) ADDITIONAL ACCOUNTANCY	
				D) ADVERTISING (ENG. MEDIUM ONLY)	

Table 1.3 Self Financing Courses

Professional U.G. Courses	Post Graduate Courses
B.C.A.	M.A. Economics M.A Hindi
B.M.S.	M.Com

Table 1.4 Course Options in BCA

Semester – I	Semester – II	Semester – III
1 Communication Skills 2 Discrete Structure and Graph Theory 3 Fundamental of Computer 4 Problem solving in "C" 5 Introduction to Operating System 6 Principles and Practice of Accounting	1 Business correspondence & Oral Communication 2 Calculus 3 PC Software 4 Unix Operating System 5 Advanced "C" 6 Accounting & Financial Management	1 Business Communication 2 Modern Algebra and Logic 3 Introduction to Logic Circuits & Digital Design 4 Structured System Analysis and Design 5 Data Structure 6 Introduction to Database Management System –I
Semester – IV	**Semester – V**	**Semester – VI**
1 Technical Writing 2 Linear Algebra and Boolean Algebra 3 Computer Organization and Architecture-I 4 Visual Programming 5 File Structure 6 Database Management System-II	1 Statistical Methods 2 Object Oriented Programming using C++ 3 Data Communication 4 Introduction to Microprocessor 5 Introduction to Software Engineering 6 Web Technology – I (HTML, DHTML, XML)	1 project 2 Networking 3 JAVA 4 Management Information System 5 System Software 6 Project

All the papers are compulsory except in Semester VI. In Semester VI out of the six papers one paper (Project) is optional. The optional paper has to be chosen from a group of four papers.

Table 1.5 Course Options in B.M.S

Semester – I	Semester – II	Semester – III
1PrinciplesofManagement	1 Marketing Management I	1 Business Law I
2 Business Environment	2 Managerial Economics	2 Human Resource
3 Introduction to Computers	3 Database Applications in	Management I
and programming	Management	3 Marketing Management II
4 Financial Accounting I	4 Basic Communication Skills	4 Business Correspondence I
5 Basic Communication Skills I	II	5 Cost. Accounting
6 Mathematics I	5 Financial Accounting II	6 Statistics I
7 Project I	6 Mathematics II	7 Project III
	7 Project II	

Semester – IV	Semester – V	Semester – VI
1 Human Resource	1 Organizational Behavior	1 Productivity and quality
Management II	2 Media and Communication	management
2 Materials Management	3 Human resource development	2 Entrepreneurship
3 Marketing Research	I	Development
4 Business Correspondence II	4 Industrial Relations and	3 Human Resource
5 Management Accounting	Labour Welfare	Development II
6 Statistics II	5 Product and Services	4 Labour Laws and Industrial
7 Project IV	Management	laws
	6 Sales and Distribution	5 Retail Management and
	Management	Customer Relationship
	7 Business Taxation and	Management
	Auditing	6 Advertising and Sales
	8 Financial Management	Promotion
	9 Project V	7 Portfolio Management
		8 Financial Services
		9 Project VI

Semester I, II, III, & IV all the papers are compulsory

In semester V & VI first and the second paper is compulsory. From the remaining any two Groups have to be chosen in the following pattern.

Group 1:3 and 4
Group 2:5 and 6
Group 3:7 and 8

Table 1.6 Course Options in M.Com.

Semester I	Semester II
1. Financial management- M.Com-I	1. Financial management
2. Strategic Management	2. Strategic Management
3. Economic Environment of Business	3. Economic Environment of Business
4. Corporate accounting	4. Corporate accounting

Semester III	Semester IV
1. Globalization & Business Growth P-III	1. Globalization & Business Growth P-IV
2. Accounting for Managerial Decisions P-III	2. Accounting for Managerial Decisions P-IV
3. Corporate Tax Planning & Management P-I	3. Corporate Tax Planning & Management P-II
4. Financial Auditing & Taxation P-I	4. Financial Auditing & Taxation P-II

All the papers are compulsory

Table 1.7 Course Options in M.A. (Hindi)

Semester I	Semester II
03001 Darbari Sahitya Avam Punarjaran	03002 Hindi Sahitya Bhakti Avam Swatantrata Andolam
03007 Bhasha Aur Sahitya Tatha Apatkalttar Lekhan	03006 Bhashaigyan Avam Kathakar Mridulagrg
03009 Sant Kavya Avan Bhakti Kavya (Group) Hindi Mahila Kathakar (Mannubhandari, Krishna Sobti)	03008 Ritikalin Kavya(Groups 3) Hindi Kathakar (Usha Priyamvada, Maitreji, Pushpa)

Semester III	Semester IV
03013 Sahityalochan	03014 Sameksha Shashtra
03017 Chhayavadi Avam Uttam Chhayavadi Hindi Kavita	03018 Swatantryottar Hindi Kavita
0321 Modern Hindi Prose : Matak Avam Kahani (Group 3) Jansanchar : (Samachar Patra Avam Radio)	03022 Modern Hindi Prose (Upanyas Avam Samskaran) (Group 4) Jansanchar : (Cinema Avam doordarshan)

Table 1.8 Course Options in M.A. (Economics)

Compulsory papers	*Optional papers*
Semester I & Semester II	Semester I & Semester II
1 Microeconomics Analysis: I & II 2 Economics of growth and development: I & II	1 Globalization & Economics growth I &II 2 Accounting for managerial decisions I &II 3Labour Economics: I &II 4 Demography: I &
Semester III & IV	Semester III & IV
1 Macroeconomics Analysis : I &II 2 Quantitative Methods: I &II	1 Industrial Economics : I &II 2 Economics of gender and development: I & II 3 Financial Auditing and Taxation I &II 4 Corporation Tax Planning & Management I &II

The regular period for UG & PG Course completion is 3 and 2 years respectively. However, students can take a break and pursue the course at a later period within 15 years. The institution offers following Career Oriented courses sponsored by UGC. The courses are conducted at three levels certificate, diploma and advanced. The courses are-

- Fashion designing
- Interior designing
- Travel and tourism
- Entrepreneurship

Students can select from any of the above programmes along with their degree programme. Above these, many departments offer short term value added and interdisciplinary courses (Pl. also refer to Q. 5.2.12). In addition the college offers vocational courses outlined as follows-

A) One/ Two Year Diploma Course in:
- Fashion Designing
- Journalism
- Home science
- Interior Designing
- Computer
- Textile Designing and
- Beauty Culture & Hair Designing Art & Craft

B) Short Term Courses
- Personality Development
- English speaking
- Beauty Culture
- Cooking

- Soft Toys Making
- Flower Making
- Painting
- Calligraphy
- Candle Making
- Yoga

1.2.3 Give details of the programmes and other facilities available for international students (if any)

Ans.   N A

1.2.4   Does the institution offer any self-financed programmes in the institution? If yes, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teachers qualification and salary etc.

Ans.   Yes the institution offers four self financing programmes. They are:

- Post Graduate courses
    M. Com.
    M. A. (Hindi)
    M. A. (Economics)

- Under Graduate Professional Programmes
    B. C. A.
    B. M. S.

- C.O.P. –The institute provides four Career Oriented Programmes (one time seed money received from UGC)

Admission –   The admission criterion as laid down by University are followed for self financed programmes.

Curriculum –Emphasis is placed on empirical research and projects. Additional topics which are considered relevant are incorporated to raise the level of information of students regarding the recent developments in respective subject areas.

Fees structure (Per Year)   M.A.   Rs. 3,500/-
                                 M.Com. Rs. 3,500/-
                                 B.C.A. Rs. 21,000/-
                                 B.M.S. Rs. 11,000/-

Qualifications: Teachers recruited fulfill the requirements of qualifications as prescribed by the University. The college gives weightage to the candidates who have higher qualifications like PhD, M.B.A. and M.C.A. Visiting faculty is invited in specialized area for all self financed programmes.

1.3   Feedback on Curriculum

1.3.1   How does the college obtain feedback on curriculum from
   (a) Students
   (b) Alumni
   (c) Parents
   (d) Employers/ industries
   (e)Academic peers
   (f) Community

Ans.   The college does not have a formal mechanism to obtain feedback on curriculum. The informal feedback from academic peers is obtained during seminars and workshops.

1.3.2   How are the above feedback analysed and the outcome/ suggestions used for continuous improvements, and communicated to the affiliating university for appropriate inclusion?

Ans.   NA

1.4   Curriculum Update

1.4.1   What is the frequency and the basis for syllabus revision and what are the major revisions made during the last two years?

Ans.   According to the norms of the University, the frequency of syllabus revision is done after every five years. One year after the implementation of the new syllabus, on the basis of received feedback, the syllabus is revised by the Board of Studies and if required modifications are made by following the statutory procedures.
The syllabus revision is done on the basis of
   ■ Community/ national/ global/ contemporary needs and trends
   ■ Value orientation
   ■ Economic viability and job orientation

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The syllabus has been revised by the S.N.D.T. University in the year 2004 and it was adopted by the affiliating colleges. The list of new and modified papers after syllabus revision is shown in table no. 1.9.

Table 1.9 Lists of New and Modified Papers

Sr. No.	Subject	New Papers introduced	Modifications in
1.	History	a) Elements of Archeology & Museology b) History of Maharashtra	All other papers
2.	Psychology	a) Testing and Counseling b) Industrial Psychology c) Educational Psychology	All other papers
3.	Sociology	a) Indian society issues and problems b) Social welfare and social registration	
4.	English	Indian writing in English Literature	All other papers
5.	Commerce	--	All papers
6.	Music	1) New practical paper for S.Y.B.A.	All other papers
7.	Accountancy	--	All papers
8.	Economics	1) All new papers in B.A. I,II,III	
9.	Childcare	--	All papers
10.	Marathi	(i) Striyanche Sahitya (j) Natak ani Rangbhumi	All other papers
11.	Gujarati	--	All papers
12.	Hindi	--	All papers
13.	Statistics & Maths		All papers

B.M.S and B.C.A courses shifted from annual pattern to semester system in 2004.

1.4.2 How does the institution ensure that the curriculum bears a thrust on core values adopted by NAAC?

Ans. The curriculum is developed by the University. In the implementation of the curriculum, the institution incorporates the core values of NAAC through the following ways:-

Table No. 1.10 Implementation of NAAC Core Values in the Institution

NAAC Core Values	Implementation by Institution
National Development	Extensions activities conducted by departments, N.S.S., N.C.C., Janseva NGO and "Astitva" project
Global competence among students	The institution offers - B.M.S., B.C.A, vocational courses, computer course, retail management and various value added courses
Inculcating value system	Enrichment courses on value education, Art of living, Yoga, Sanskrit etc
Promoting use of technology	100 hours basic computer course is conducted for all students, free internet facilities for students and teachers, usage of LCD
Quest for Excellence	Usage of TQM methods in educational environment - Quality Circles among teachers and students

1.4.3 Does the institution use the guidelines of statutory bodies (UGC/AICTE/ State Councils of HE and other bodies) for developing and/ or restructuring the curricula?

Ans. The university follows the guidelines of U.G.C. in restructuring the curriculum and since the college is affiliated to the S.N.D.T. Women's University, the college follows the guidelines laid down by the University.

1.4.4 How are the existing courses modified to meet the emerging/ changing national and global trends?

Ans. The responsibility of developing, revising and modifying the curricula lies with the University and it does keep revising the syllabi periodically. In order to familiarize the students with emerging national and global trends, the teachers go beyond the curricula and add topics of social and current relevance. Certain certificate and diploma courses are offered to the students by different departments (courses are listed in 1.2.2).

1.5   Best Practices in Curricular Aspects

1.5.1   What are the quality sustenance and quality enhancement measures undertaken by the institution during the last five years in curricular aspects?

Ans.   The institution has undertaken the following quality sustenance and quality enhancement measures:

- Add on courses and value added courses initiated as a result of internal academic audit
- Feedback of students regarding instructional quality
- Students' participation in improving the key institutional processes, for example – representation in Internal Quality Assurance Cell, Grievance Redressal cell, Students' Voice programme and quality measures undertaken.
- Mentoring of students
- Exhibition on innovative methods of teaching
- PTA meetings twice a year to apprise the parents about the progress of their ward.
- The college gives training in competitive exams like UPSC/ MPSC/ Banking on a modest scale

1.5.2   What best practices in "Curricular Aspects" have been planned/ implemented by the institution?

Ans.   The best practices implemented by the institution in curricular aspects are:

- Emphasis on experimental learning through visits and study tours
- Arranging seminars/ workshops/talks on diverse topics related to ecology, personal development, career orientation, moral development and health related topics on women etc.
- Inter Library Loan
- Book club to promote reading habit
- Adequate library and computer facility with easy access
- Programme options in four mediums
- Seminars conducted by students

1. **What were the evaluative observations made under Curricular Aspects in the previous assessment report and how have they been acted upon.**

Ans.   Evaluative observations made under curricular aspect in the previous assessment report and actions taken were-

Table No.1.11 Evaluative Observations and Actions taken

Evaluative Observations	*Actions taken on*
■ 34 years the college has remained as an undergraduate college. Academic growth may be considered at the earliest ■ More job oriented courses may be evolved	■ Professional UG courses B.C.A. & B.M.S. have been introduced ■ BMS, M.Com. and M.A. Economics courses were started in 2003 ■ Masters in Hindi and B.C.A. were started in 2005 ■ The following U.G.C. sponsored Career Oriented Programmes are offered - 　■ Travel & Tourism 　■ Fashion Designing 　■ Interior Designing 　■ Entrepreneurship ■ 100 hours computer course is made compulsory to all Degree college students ■ Value added courses and inter-disciplinary courses are offered by the departments ■ Proposals to start short term courses in Retail Management and Tally have been sent ■ The institution plans to start MCA/ MBA in near future.

2.**What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Curricular Aspects?**

Ans.   Quality sustenance and enhancement measures with regard to curricular aspects undertaken by the institution are:-

■   Orientation programmes and workshops were conducted on syllabi that was restructured by the University in 2004

■   Workshops on Question Bank were organized for the restructured syllabi

■   New courses that add value are started by various departments

■   Emphasis placed on experiential learning

■   ICT learning is encouraged

CRITERION II
TEACHING – LEARNING AND EVALUATION

2.1 Admission Process and Student Profile

2.1.1 How does the institution ensure wide publicity to the admission process?
(a) Prospectus
(b)Institutional website
(c)Advertisement in regional news papers
(d)Any other

Ans.   The institution ensures wide publicity to the admission process through

- ■ Prospectus

- ■ Institutional web site

- ■ Advertisement in regional news papers

- ■ Visits to neighboring areas to create awareness about the college.

- ■ Use of local cable network

- ■ Visiting and interacting with parents and students of junior college
  (+ 2 level)

2.1.2 How are the students selected for admission to the following courses?
Give the cut off percentage for admission at the entry level
(a) General
(b)Professional
(c) Vocational

Ans.   The college believes that no girl child should be left behind in taking the benefits of higher education. The college caters to the first generation learners and students from disadvantaged section.

- ■ For General courses, the cut off percentage is 35 %
- ■ For Professional and P.G. courses, the cut off percentage is 50 %

2.1.3 **How does institution ensure transparency in the admission process?**

Ans.   The efforts taken to ensure transparency in the admission process are -

- ■ To ensure transparency, admission committee comprising of Principal, in charge, Supervisors and a representative from a backward class is formed to take care of the admission process.

- Rules and regulations as per UGC and University norms are followed.
- For streams where there is a great demand, merit list is displayed on the notice board.

2.1.4 How do you promote access to ensure equity?
1 Students from disadvantaged community
2 Women
3 Differently-abled
4 Economically weaker sections
5 Sports personnel
6 Any other (specify)

Ans.   "To enlighten and empower women to enhance the quality of society" is the vision of the institution. To include girl students in the gamut of higher education, the institution follows the policy of inclusion. For students from economically weaker sections, a committee is appointed to look into their needs. Sports personnel are given admissions according to government norms.

2.2   Catering to Diverse Needs

2.2.1   Is there a provision for assessing the students' knowledge and skills before the commencement of the programme? If yes, give details on the strategies of the institution to bridge the knowledge gap of the incoming students for enabling them to cope with the programme to which they are enrolled.

Ans.   In keeping with the mission statement "to provide education without discrimination to one and all", admissions are open to socially and academically disadvantaged students too.   To support the academically weak students, the following strategies are adopted:-

- English speaking courses are offered to students who come from vernacular mediums (Gujarati Department).
- Bridge course in Mathematics and Statistics are offered to Commerce students who are weak in Mathematics.
- Remedial course in English is conducted for students who are weak in English (English Department).
- In English medium classes - if students find difficulty in understanding the content, the teachers take special efforts to simplify difficult terminology in regional language

2.2.2 How does the institution identify slow and advanced learners? Give details on the strategies adopted for facilitating slow and advanced learners

Ans.   The teacher identifies slow and advanced learners through the personal rapport developed by them with the students. The steps initiated by the institution to encourage slow and advanced learners are as follows -.

Table 2.1 Steps Adopted To Facilitate Slow and Advanced Learner

Sr. No.	Steps adopted for facilitating slow learners	Steps adopted for facilitating advanced learners
1.	One to one teaching	Group discussion
2.	Tutor ward coaching	Debate
3.	Teacher to Student Mentoring	Mentoring of weak students
4.	Student to Student Mentoring (senior to junior mentoring)	Inter-collegiate competition
5.	Project work	Research work
6.	Peer tutoring	Additional reference books
7.		Coaching for competitive exams
8.		Motivation for classroom presentation

1.2.3 Does the institution have a provision for tutorials for the students? If yes, give details.

Ans.   Student-centric efforts by the faculty help students in better understanding of the subject. The following Departments have provision for tutorials-
- Accountancy (one period in a week)

- English (Two periods in a week for non- English medium and one period a week for English medium students)

- Statistics (One period a week)

1.2.4 Is there a provision for mentoring of students or any similar process? If yes, give details.

Ans.   To enhance the values of mutual understanding and cooperation among students and to widen the avenues for learning, mentoring is encouraged.   Mentoring of students is practiced by the following departments-

Table 2.2 Students' Mentoring Programme

Name of the department	*Type of mentoring*
Bachelor of Management Studies	Student-student mentoring
Psychology	Student-student mentoring
Gujarati	Teacher-student mentoring
English	Teacher-student mentoring

Note: --a) Student - student mentoring- Final year students guide the first year students where the ratio is 1: 2. Besides the academic guidance, the students are also motivated and encouraged for extra reading and for viewing information based programmes on television

b) Teacher – student mentoring – The ratio is maintained between 1:3 and 1:5

2.2.5   How does the institution cater to the needs of differently-abled students?

Ans.   There is one partially hearing impaired and one physically challenged student in the college.

   Certain provisions made for the differently abled students are-

- Provision of ramp in the college
- Easy accessibility to classrooms for the physically challenged
- Special facilities provided during examinations like-

   - Provision of writers providing extra-time and providing special seating arrangement

- Special coaching and guidance to differently -abled students by teachers
- Necessary adaptations are done in the Teaching – Learning Process

2.3 Teaching – Learning Process

2.3.1   How does the institution plan and organize the teaching- learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc)

Ans.   The Academic Council monitors teaching- learning and evaluation schedules of the institution. To facilitate this function the Council prepares -

Academic calendar – In the beginning of every academic year, the calendar is prepared wherein the following days are mentioned-

- teaching days
- examination schedule
- sports day
- annual day
- seminars and workshops
- public holidays

To keep teachers abreast of the schedule, the calendar is displayed on the notice board every month. Academic calendar is also displayed on the website.

Teaching Plan – Every teacher prepares study plan in the beginning of the academic year. A copy is submitted to the Academic council.

Departmental calendar-Departments plan departmental activities at the beginning of the academic year and a copy of this is submitted to the Academic Council. At the end of the academic year, a review meeting is called to assess the implementation. An assessment form is also filled by the departments.

Examination Committee- It plans out the examination schedule for every academic year. Evaluation blueprint specified in the University syllabus is conveyed to the students at the beginning of the academic year and before each examination schedule.

2.3.2 What are the various teaching-learning methods (lecture method, interactive method, project-based learning, computer-assisted learning, experiential learning, seminars and others) used by the teachers? Give details.

Ans. The various teaching learning methods used by the teachers are-

- Lecture method
- Demonstration method
- Seminar method (Paper presentations by students)
- Project method
- Discussion method (Interactive sessions like discussions, brain storming, debate)
- Experiential learning method (Organizing Industrial Visits/ Study tours, Arranging of film shows in the college and cinema hall)

- Dramatization (Skits and mono acting by students and professionals)
- Role play method
- Augmentative teaching and learning (Guest lectures)
- Subject specific practicum
- Innovative teaching learning method (Staging of prescribed and relevant plays/stories by students. Use of dictionary and news paper cuttings, Peer tutoring. Activities related to creative thinking, creative writing, picture stories, best out of waste, puppet making, poster making)

2.3.3. How is learning made student-centric? What are the institutional strategies, which contribute to acquisition of life skills, knowledge management skills and lifelong learning?

Ans.   Learning is made student-centric through participatory learning. The emphasis on the applied aspect of the subject is the strategy employed by the institute to acquire life skills, knowledge management skills and lifelong learning. The institution places emphasis on the shift from "teaching to learning".

Table 2.3 Student Centric Learning

Sr. No.	Criterion of learning	Student centric learning
1	Classroom activity	Learner centered and interactive
2	Teacher role	Facilitator
3	Instructional emphasis	Relationship building and proactive
4	Assessment	Continuous evaluation using varied methods and assessment of quality of understanding
5.	Use of technology	Use of ICT

2.3.4   How does the institution ensure that the students have effective learning experiences? (Use of modern teaching aids and Jet tools)

Ans: The institution ensures that the students have effective learning experiences through the use of modern teaching aids such as:

- Free and flexible use of Internet facility for students and faculty
- Use of LCD projector
- Use of Over Head Projector and Slide Projector
- Visits to theatres, museums, industries, movies, places of historical importance

- Use of I-Pods, digital recorder, CDs, satellite radio, prerecorded practice CDs by Music department.
- Computer laboratory with 80 computers
- 100hrs computer training to every student.

2.3.5   How do the students and faculty keep pace with the recent developments?

Ans.   Students and faculty keep pace with the recent developments through -
- Organizing and participating in seminars and workshops
- Participating in Intercollegiate meets
- Using Internet facilities
- Listening and interacting with experts in the field
- Visiting institutes and industrial areas to get practical information in various fields
- Linkages with different NGOs
- Acquiring computer skills
- Use of latest library resources

2.3.6   Are there departmental libraries for the use of faculty and students? If yes, how effectively are they used for the enhancement of teaching and learning?

Ans.   Some departments have departmental library for the use of faculty and students. The books and journals maintained by the departmental library are donated by the faculty members and ex-students. The department manages the lending/borrowing of books to the students or teachers. The students are benefited as they get easy access and topic specific detailed personal guidance. Also, the reference books at the departmental libraries are issued for home lending.

2.3.7 Has the institution introduced evaluation of the teachers by students? If yes, how is the feedback analyzed and implemented for the improvement of teaching?

Ans. Evaluation of teachers by students through Teacher Assessment Questionnaire (TAQ) is monitored by IQAC. The data collected through TAQ is then analyzed with the help of a statistician and the results are conveyed to the teacher concerned. The identity of the student is not revealed to the teachers. This ensures unbiased responses. In case the feedback is not satisfactory, the Principal personally discusses with the

teacher. Teachers in some subjects also take personal feedback from students and take necessary action.

2.4 Teacher Quality

2.4.1   How are the members of the faculty selected? Does the college have the required number of qualified and competent teachers to handle all the courses? If not, how does the institution cope with the requirements?

Ans.   The teachers are selected according to the UGC guidelines, State government and the University. Posts are advertised in the national and local newspapers. After short listing, eligible candidates are interviewed by the Selection Committee which consists of Vice-Chancellor's nominee, subject experts, Joint Director's nominee, Management representatives, HODs and Principal. The recommendation of the Selection Committee is forwarded to the University for approval.

The college has the requisite number of qualified and competent teachers to handle all courses. In Professional and Post Graduate programmes, the college invites visiting faculty to support the existing staff. At the UG level too, subject experts are invited to enhance students' knowledge.

2.4.2 How does the college appoint additional faculty to teach new programmes/ modern areas of study (Biotechnology, IT, Bioinformatics etc.)? How many such appointments were made during the last three years?

Ans.   The college has introduced self financed U.G Professional and PG courses in the last five years. The University norms are followed in the appointment of faculty in these courses. The teaching faculty consists of full time and visiting faculty. It has appointed three full time lecturers in B.M.S. and one full time lecturer in B.CA respectively and a total of 16 lecturers have been appointed as visiting faculty.

2.4.3   What efforts are made by the management for professional development of the faculty? (e.g. research grants, study leave, deputation to national/ international conferences/ seminars, training programmes, organizing national/international conferences etc)? How many faculties have availed these facilities during the last three years?

Ans.   The efforts undertaken by the management for professional development of the faculty are:

- Deputation of teachers to state, national and international seminars

- Assistance in organizing state and national level seminars/ workshops in the college
- Helping teachers avail UGC research grants
- Assisting teachers in getting FIP (1 teacher has applied for FIP)

2.4.4 Give details on the awards/ recognitions received by the faculty during the last five years?

Ans. Details of awards/ recognitions received by the faculty:

Awards:-Academic Awards-
- Dr. (Smt.) Anaya Thatte received Young Musicologist Award for Research from the University of Amsterdam in 2008
- Dr. (Smt.) Jayshree Mehta's research paper was judged as the best paper at the Research paper presentation competition held for students pursuing Ph. D at the National Conference organized by P.G Commerce department of S.N.D.T. University in 2007

TQM Endeavours –
- Smt. Geeta Patil & Smt. Shubha Acharya – won the I prize at the competition organized by NCQM for the Best Quality Enhancement Team (2006-07)
- Non-teaching staff won the 3rd prize at the competition organized by NCQM for the Best Quality Enhancement Team (2007-08)
- Smt. Geeta Patil & Smt. Daksha Trivedi – won the 2nd prize won at International Conference on Contemporary Management systems and won the cash award of Rs.24 thousand (2008).

Community   Services-
- Smt.   Jayshree Vora received the NSS Best Programme Officer in 2003.
- Smt. Alka Desai received the Penguin Publication award for Rising Personality of India and Sahara Award for community services in 2002

Recipients of Pannaben R. Modi Award at college level
- Smt. Sarayu Mehta (2002 –03)
- Smt. Bharati Naik (2003 -04)
- Shri R.R.Shah (2004-05)

- Smt. Alka Desai (2005-06)
- Shri N.R.Dalal (2006- 07)

2.4.5 How often does the institution organize training programme for the faculty in the use of?
   a) **Computers**
   b) **Internet**
   c) **Audio Visual Aids**
   d) **Computer – Aided Packages**
   e) **Material development for CAL, multi-media etc.**

Ans.

- The Staff Quality Circle took up the project of "Improving the usage of \ ICT in teaching learning". Under this project, a survey was done to find out the level of ICT knowledge and subsequently computer training workshops were arranged for the staff leading to 100% computer literacy.
- Training in Internet applications was arranged

2.5   Evaluation Process and Reforms

2.5.1   How are the evaluation methods communicated to the students and other institutional members?

Ans. Evaluation methods are mentioned in the syllabus booklet and prospectus. In addition, the students are informed about the same by the concerned teachers.

2.5.2. How does the institution monitor the progress of students and communicate it to the students and their parents?

Ans.   The progress of the students is evaluated by a series of tests and projects. The Parent Teacher meetings are held biannually wherein the progress of all the students are discussed with their respective parents. The meetings are held on Sundays to facilitate better attendance of parents.

2.5.3   What is the mechanism for redressal of grievances regarding evaluation?

Ans.   The college has an Academic Council that monitors the teaching learning process. Examination committee, along with the Academic Council looks into the grievances regarding evaluation. Some of the measures adopted are-

- Assessed answer books are shown to the students
- Option of revaluation
- Counseling of students and their parents

2.5.4 What are the major evaluation reforms initiated by the institution/ affiliating university? How does the institution ensure effective implementation of these reforms?

Ans.   The steps initiated and adopted by the institution are -

- Non conventional ways of assessment such as oral exams, presentations, multiple choice, open book exam
- Continuous assessment
- Moderation of answer paper books
- Revaluation option to students
- Bar-coding of answer books

2.6   Best Practices in Teaching-Learning Process:

2.6.1 Detail any significant innovations in teaching/learning/evaluation introduced by the institution?

Ans.   The innovations introduced by the institution in teaching /learning / evaluation are-

I. Academic –

- Introduction of value added, departmental and COP courses.

- Seminars and Paper presentations by students.

- Mentoring of students.

- Subject related infotainment activities.

- Departmental Associations managed by students.

II. Involvement of PTA in Teaching-Learning

- Biannual Parent Teacher meetings

III. Evaluation Method-

- Faculty has the freedom to take one internal examination using a non conventional method.

IV. Additional Teaching learning activities

To widen the horizon of students, each year an exhibition on different themes is arranged where all the departments participate.

- "Glimpses"(2005-06) an exhibition on scope of each subject was made available to students
- "Edutech"(2006-07) an exhibition on innovative teaching techniques used by each department
- "Reaching Out"(2007-08) an exhibition on Support services available to students was arranged

For Re-accreditation:-

1. **What were the evaluative observations made under Teaching-Learning and Evaluation in the previous assessment report and how have they been acted upon.?**

Ans.:

Table 2.4 Evaluative Observations and Action Taken

Recommendations	Steps taken
Student Teacher ratio should be reduced	Student Teacher ratio is governed by the University and State Government norms. In consequence, the following measures are taken to enhance the teacher student interaction- a) Tutorials b) Bridge courses for weaker students c) Student Mentoring d) Special personal Guidance

2. **What are other Quality sustenance and enhancement measures undertaken by the institution since the previous assessment and accreditation with regard to teaching-learning and evaluation?**

Ans.: Certain significant Quality sustenance and enhancement measures undertaken after accreditation as described in the following page.

Quality enhancement measures in teaching learning

- Academic audit of Departments
- Peer audit of Library services
- Strengthening of Feedback mechanism
- Enhanced research culture resulting in increased number of teachers taking up Ph.D and M.Phil.
- More UGC Minor Research project grants received.
- Yearly departmental calendar with strategic plan of departmental activities

Quality enhancement measures in evaluation

- Conducting an internal exam in non conventional ways such as panel discussion, project, etc.
- Easy access to grievance redressal regarding evaluation

Quality enhancement measures in Infrastructure

- A new Computer Laboratory with 80 computers
- AV room with increased capacity
- Increase in number of computers for students and faculty

CRITERION III
RESEARCH, CONSULTANCY & EXTENSION

3.1   Promotion of Research

3.1.1   Is there a Research Committee to facilitate and monitor research activity? If yes, give details on its activities, major decisions taken (during last year) and composition of the committee.

Ans.   Yes, the college has an active Research Cell to facilitate, promote and monitor research activity.

Composition of the committee

- Dr. Deepa Sharma   -   Chairperson
- Prof. Dr. S. Sundaram   -   Expert Advisor and Consultant, (Ex Director PGSR, SNDT Women's University)
- Dr. Ranjana Mishra   -   Coordinator
- Dr. Mitali Shome   -   Member
- Dr. H.K.P. Singh   -   Member
- Dr. S.C. Patra   -   Member
- Dr. Vijaya Koppikar   -   Member

Activities Undertaken During Last Year

- In collaboration with P.G. Department, the Research Cell organized an intercollegiate seminar on "Epistemology of Research" for the faculty and students
- Research Cell strives to inculcate research attitude and culture by motivating teachers to undertake research projects and organize seminars/ workshops.
- 6 teachers have undertaken Minor Research (UGC) projects
- 7 proposals have been accepted by UGC for National Level Seminars
- Research Cell in collaboration with Health centre has submitted a project proposal to IMC (Indian Merchants' Chamber, Ladies Wing) on Iron deficiency in students.
- The cell has taken a project titled "Stakeholders' Voice- A study of feedback analysis for Quality Improvement Strategies" in association with IQAC

Major decisions taken

- College level research projects
- Compilation of research articles by teachers
- Generation of additional resources for enhancing research activities.

3.1.2 **How does the institution promote faculty participation in research? (Providing seed money, research grants, leave, other facilities)**

Ans.

The institution promotes faculty participation in research by providing-

- Research grants from management for research and extension activities
- Flexible timings for teachers engaged in research activities
- Internet facilities in the college
- Facility for printouts from the library
- Inter Library loan facility
- Membership Facilities in American Centre and British Council
- Opportunities to participate in UGC sponsored Faculty Improvement Programme (FIP)
- Encouraging faculty to take up major and minor research
- Guidance to the staff/ teachers to write research/project ,proposals

3.1.3 Does the institutional budget have a provision for research and development? If yes, give details.

Ans.   Yes, the institution makes provision for research and development. Budget provision of Rs. 10,000/- is made from this year for research activities.

3.1.4 Does the institution promote participation of students in research activities? If yes, give details.

Ans.   Yes, the institution promotes participation of students in research activities

- Avishkar – A research based competition for students to present their research activities is organised by the University. Last year two students from the college were selected for paper presentation at Avishkar

- Department of Psychology, Marathi, and Economics encourage students to take up research projects
- Department of Psychology organized intercollegiate scientific paper reading competition
- Department of Economics organized paper reading on Gandhian philosophy. Students also prepare minor research projects at the UG level.
- Marathi Department organized two seminars for students. The seminar proceedings of one seminar were published under the heading "Ulgada"
- As a part of the course, students of B.M.S, B.C.A. and P G studies are given orientation in research methodology and they conduct survey, empirical studies on secondary data.

3.1.5 What is the major research facilities developed in the campus?

Ans.   Research facilities developed in the campus are:
- Establishment of Research Cell
- Computer with internet facilities for teachers and students
- Inter library loan facility
- Cubicles for research work.

3.1.6 Give details of the initiatives taken by the institution for collaborative research (with national/ foreign universities/ research/ scientific organizations/ industries/ NGOs)
Ans.
- Principal Dr. Deepa Sharma in collaboration with the Principal of P.N. Doshi Women's College, Ghatkopar, undertook an UGC sponsored Major Research project in the area of quality measures in education.
- Departments of Sociology, Psychology and Marathi regularly undertake socially relevant projects in collaboration with MARG (NGO).
- Research cell in collaboration with Health centre has submitted a project proposal to IMC (Indian Merchants' Chamber, Ladies Wing) on Iron deficiency in students. The project utilizes the help of local doctors and Rotary club the research.

3.2   Research and Publication Output

3.2.1   Give details of the research guides and research students of theinstitution (Number of students registered for Ph.D. and M.Phil., fellowship/ scholarship, funding agency, Ph.Ds and M.Phils awarded during the last five years, major achievements, etc.,)

Ans.   Research Guides for Ph. D

- Dr. Ranjana Mishra   - Department of History

    Research Guides for M. Phil

- Dr. Deepa Sharma   - Principal
- Dr. Mitali Shome   - Department of English
- Dr. S.C.Patra   - Department of Economics
- Dr. Jayshree Mehta   - Department of Commerce
- Smt. Tamasha Acharya - Department of English

Research students:-

As the college is primarily an undergraduate institution, students are taught only the fundamentals of empirical study to develop scientific attitude in them.

The P.G. Section has taken a preliminary step to create conducive environment for research among students by organising an intercollegiate seminar on "Epistemology of Research" for faculty and students.

3.2.2   Give details of the following :

a) Department recognized as research centre   - NIL
b) Faculty recognized as research guides   - 6
c) Priority areas for research: Total Quality Management (TQM) methods in Education & Administration.
d) Ongoing Faculty Research Projects are:

Ans. **Minor Research Project Funded by UGC**

- Dr. Ranjana Mishra, Department of History,

    Ancient Metallic Utensils Imparting Dynamism to Market"

- Smt. Sheena Soman, Department of English,

    - "Partition Literature: A Pedagogical Approach"

- Smt. Prabha Krishnan, Department of English

    -"The World Ancient Myths: A Minefield of Wisdom"
- Dr. Kalpana Dave, Department of Gujarati.

    -"Biographical Novels in Gujarati Literature (From 1985 to 2005)"
- Dr. Ceena Paul, Department of Economics.

    -"Indo-Vietnam Trade Relations- Challenges and Prospect"

Research Project Funded by other Agencies
- Smt. Prabha Krishnan, Department of English,

    Funded by Asiatic Society, Mumbai.

Students' Research Project

Economics Department (Undergraduate) undertook the following projects:

- Relevance of Gandhian Philosophy Today

Psychology Department (Undergraduate) undertook the following projects:

- Personality adjustments for housewife and working women
- Self esteem for working men and women
- Social adjustment among girls from co-education and women's college.
- Locus of control for students from co-education and girl's college

As a part of the course, students of B.M.S, B.C.A. and P G studies are initiated into research oriented activities wherein they conduct surveys, empirical studies on secondary data, etc. Some of the projects taken up by the students are-

- B.M.S- Deficit Financing, Trade cycle
- B.C.A. - M.I.S.
- Post graduate students- Foreign Institutional Investors

3.2.3 What are the major achievements of the research activities of the institution (findings contributed to subject knowledge, to the industry needs, community development, parents etc.)?

Ans. As a result of the staff members' involvement in research (major/ Ph.D. / M.Phil. /minor) many books, articles, research papers are published. These publications contribute to subject knowledge, community needs and industry needs. The research projects which are initiated by the college are:

Table No. 3.1 Research Activities of the Institution

Sr. No.	Name of the Project	Area	Utility
1.	Anaemia among Adolescent Girls - Intervention and Improvement Strategies	Students' Health	Improvement of health status of adolescent girls
2.	Stakeholders' Voice- A study of feedback analysis for Quality Improvement Strategies	Quality improvement	Feedback of stakeholders to improve the quality of institution

3.2.4 Are there research papers published in referred journals by the faculty? If yes, give details for the last five years including citation index and impact factor.

Ans. Yes, the following research papers have been published in Refereed journals (Please see Table 3.2).

Table No. 3.2 Research Papers in Referred Journals

Name of the faculty	Journal / Volume	Name of Article
Dr.Ranjana. Mishra Dept. of History	■ Indian Journal of Strategic Studies.Vol.XXIV,2003 ■ Journal Of Buddhist Studies,Delhi Univ, Vol,XXV,2004 ■ Man and Development Vol.XXVI No.2,2004 ■ Indica, Vol.41 No.2 2004	■ Security Concerns over anticipated forms of Terrorism ■ Nalanda: Cradle of Culture and Education in Ancient India. ■ The Drain of wealth :An unmitigated evil ■ Daulatabad: Yesteryears Hill Fort Revisited
Dr. R.R.Jadhav Dept. of Marathi	■ Sikshan Sankarman,Vol. XII,2008 ■ Asmita Darshan, Vol.XXI .2007	■ Shale Abyaskramank Koshwangmayachi Garaj---- Prathmik star ■ Dalit koshawangamay
Dr. Deepa Sharma Dept. of Child Care	■ Perspective in Education,Vol.19.No.2,2003 ■ Ageing and Society, Vol.XIII,2003 ■ Indian Journal for Training and Development, Vol, XXXIV:22004 ■ Long Island Education Review Vol.3, Issue2, December, pp. 7-10 ■ Long Island Education Review Vol.2, Issue2, December, pp 2002. 15-19, 2003	■ Quality Control Circles-Impact on Members ■ Grand parents' awareness of Technology: A study across different socio –eco. Group. ■ Family quality Circle (FQCs)--- Quality Advances Homewards ■ Implementing a Creativity Training Model For In-service School Teachers ■ Towards Total Quality Education (TQE) Through Quality Control Circles (QCCs) - A Model
Mrs. Prabha Krishnan Dept of English	■ Dilip,Vol.XXXI.2005 ■ Dilip,Vol.XXXI,3,2005 ■ Dilip, Vol.XXXII,2006. ■ Dilip, Vol.XXXII, I 2006.	■ The Yogic Principle in Hindu Divinities: A literary interpretation ■ Om Ganeshaya Namah ■ Krishna: Butter Thief or Philosopher king? ■ The Dancing Siva: Poetry in Bronze

3.2.5. **Give list of publications of the faculty.**

        a.   **Books**
        b.   **Articles**
        c.   **Conference/ Seminar proceedings**
        d.   **Course materials for Distance Education**
        e.   **Software packages and other learning materials**
        f.   **Any other (specify)**

Ans.

Dr. S. C. Patra

Books	Under Publication - Mathematical Techniques for Economic analysis	Under Publication - Statistic Methods and Approaches
Course materials	Business Economics for FYBCom	Business Mathematics & Statistics for FYBCom

Shri P. Sonawane

Books	Business Economics for FYBA	--
Course materials	Under Publication - Business Economics for FYBA	

Smt. Jyoti Joshi

Articles	Published in News paper (2)	Published in Magazine(11)

Dr. Mitalee Shome

Course material	Course Material for University Entrance Test	Course Material for B.A. I , M.A. I, B.Com. I

Smt. Shubha Acharya

Course materials	Course Material for University Entrance Test	Course Material for B.A. I , M.A. I, B.Com. I
Any other	Assisated in preparing a booklet named SAYAM on interuniversity west zone quiz contest on HIV / AIDS 2006	

Smt. Tamsha Acharya

Course materials	Course Material for University Entrance Test	Course Material for B.A. I , M.A. I, B.Com. I

Smt. Vijaya Koppikar

Course materials	Course Material for B. Com. Part II	--
Any other	Assisted in preparing a booklet named SAYAM on interuniversity west zone quiz contest on HIV / AIDS 2006	

Smt. Sheena Soman

Course materials	Course Material for B.Com. II	--

Smt. Prabha Krishnan

Books	Edited the book : "Power of the Mind, we are greater than we think"	Edited the book : "Song the spirit"
Articles	Articles published in Magazine (4) (DILIP)	
Course	Course Material for B.A. II	--

materials		
Any other	Assisted in preparing a booklet named SAYAM on interuniversity west zone quiz contest on HIV / AIDS 2006	

Shri Sujit Chandak

Course materials	Course Material for B.Com. II	--

Shri R. R. Jadhav

Articles	Research article published in Journals (2)	
Seminar proceedings	Ulgada (Editor)	--

Smt. M. Dadrawala

Articles	Published in News paper (22)	--
Seminar proceedings	Ulgada (Editor)	--
Any other	Book Reviews Published in Magazines (4)	Book Reviews Published in News papers (8)

Dr. Mahendra

Books	Bisavi Sadi ki Hindi, Kavita	Vartman Pariprekchhya Mein Hindi Sahitya (Ed).
	Samajik Parivartan mein Katha Sahitya ki Bhoomika	Maithilisharan Gupta Ke kavyamein Rashtriya bhavan (Under Publication)
	Srijan Sandarbh (Under Publication)	--
Articles	Research article published in Journals (9)	Published in News paper (4)
Seminar proceedings	Ulgada (Editor)	--
Course materials	Languges Skills Hindi (U.E.T.)	--
Any other	Translation - Rajya Rashtra Antah Sangharsh	AKANTAR (Quarterly Magazine) Social and Cultural ND Literary Editor

Late Dr. H. R. Sharma

Books	Samay Samaj Aur Sahitya	Vartman Pariprekchhya Mein Hindi Sahitya (Ed).
	Pragatiwati kavita main prem, Prakriti aur saundarya	Samajik Parivartan mein Katha Sahitya ki Bhoomika
	Hindi bhasha aur uske vividh roop	--
Articles	Published in Magazine(30)	--

Smt. Jayshree Mehta

Books	Marketing and Finance (Text prescribed for SYB.Com)	
Seminar proceedings	One Paper presented at National seminar published as seminar proceedings	
Course materials	Course Material for B.Com. Part II	--
Any other	A paper on "BASES II ACCORD" is published as part of the book on banking procedure.	

Shri P.G. Jadhav

Seminar proceedings	One Paper presented at National seminar published as seminar proceedings

Smt. Sudha Prabhu

Seminar proceedings	One Paper presented at National seminar published as seminar proceedings

Ms. P. Narula

Course materials	Course Material for B.A. I (Introduction to Sociology)

Shri Hitesh Pandya

Books	Lokswahitya Aapno Sanskrutik Varso (Edited)	Sundaram Ni Sarjak Pratibha (Edited)
	Divya Ghana Jain Yantra Mantra Stotra (Edited)	
Articles	Published in Magazine - Vastu Sansar (1)	
Course materials	Course Material for UET	--

Dr. Kalpana Dave

Books	Man Hoi to (Biography)	Man Hoi to (Biography Trans. In Hindi)
	Man Hoi to (A Biography Trans. In Marathi)	Pankhare Bali Vasant (Short Novel)
	Harindra Dave ni Katha Shrushti (Critical Study)	Pragati Mitra Mandal ni Vikashgatha
	Kaik Joyu kaik janyu (Edited)	Purusharth Ni Pagadandi (Edited)
	Amrut Parve (Edited)	Amrut Manthan (Edited)
	Aapno Sanskrutik Varso (Edited)	MSBSHSE -STD XII Text Book (Member of Editorial Board)
	Sundaram Ni Sarjak Pratibha (Edited)	Mrugjal - (Short Novel) (Under Publication)
	Koi Jode Koi Tode - (Short Stories) (Under Publication)	The wings of Burning Bird (Trans. In English) (Under Publication)
	Mangubhai nu Jivan Karya (short Biography) (Under Publication)	

Articles	Published in News paper & Magzines (60)	
Course materials	Course Material for UET	Course Material for UET
Any other	6 Interviews of eminent personalities taken to be published in books and as articles.	

Smt. M. Henry

Articles	Published in Magazine (01)	--

Dr. Ranjana Mishra

Articles	Research article published in Journals (8)	
Seminar proceedings	One Paper presented at National seminar published as seminar proceedings	
Course materials	Course Material for M.A I/II(2 papers)	Course Material for B.A. Part I/II
Any other	"Gender Movement in ASSAM: A perspective on Gender Inequality" in Visualizing Women- Facets of History through a Gender Lens	

Dr. Deepa Sharma

Books	Quality In Education- The Quality Circle Way	
Articles	Published in International Referred Journals(2)	Published in National Referred Journals(4)
Seminar proceedings	Paper presented at International Conference published as Conference proceedings (3)	
Any other	Booklet published (1)	

3.3   Consultancy

3.3.1. List the broad areas of consultancy services provided by the Institution during the last five years (free of cost and/or remunerative). Who are the beneficiaries of such consultancy?

Ans) Although there is no formal consultancy services provided by the institution, the Family Counseling Centre provides free of cost consultancy to students and the community ; Department of Psychology provides free of cost consultancy to students and faculty.

3.3.2 How does the institution publicize the expertise available for consultancy services?

Ans. The institution publicizes the expertise for consultancy services especially

Family counseling Centre through:-

- Prospectus
- Oral communication to staff and students
- Pamphlets (Door-to-door)
- Banner displays at prominent places in the community

3.3.3 How does the institution reward the staff for the consultation provided by them?

Ans. The institution acknowledges the staff for consultation services offered, by recognizing their efforts in staff meetings and local committee meetings with the management.

3.3.4 How does the institution utilize the revenue generated through consultancy services?

Ans) The consultancy services provided is totally free of cost thereby generating no revenue.

3.4 Extension Activities

3.4.1 How does the institution promote the participation of students and faculty in extension activities? (NSS, NCC, YRC and other NGOs)

Ans Participation of students in extension activities is promoted by-

- Orientation programmes to the freshers.
- Talk by eminent personalities to promote the extension activity
- Rallies and exhibitions
- Creating awareness by showing films based on social issues and patriotic themes.
- Marks awarded as incentives to NSS and NCC volunteers as per university norms.
- Recognition to NSS and NCC volunteers by awarding certificates and medals.
- Students from several departments work in collaboration with Janseva NGO in their projects- Astitva, Umang, Sakar, Prayas.

3.4.2 What are the outreach programmes organized by the institution? How are they integrated with the academic curricula?

Ans. Outreach programmes organized by the institute:-

a) In the adopted village (Agasi) the following activities were organized:-

- Creating awareness on health issues.
- Taking up the project of cleanliness, road construction
- Tree Plantation
- Creating Awareness among tribal community about insurance policy (Janashree Bima Yojna)

b) Programmes organized by NCC:-

- Adoption of old age home
- Organized cultural activities
- Community work at National Park (Borivali)
- Teaching in schools
- Workshop by students on problems of adolescent girls

c) Students of Department of Child Care and Department of Psychology offer their services to schools for mentally challenged children and general schools.

All these programmes are integrated with academic curricula as they give -

- Practical experience
- Make the students community oriented
- Infuse value education
- Help to make them good, democratic, committed citizens

3.4.3 How does the institution promote college-neighborhood network in which students acquire attitude for service and training, contributive to community development?

Ans. The institution promotes college-neighborhood network through its departmental extension activities-

- Department of Psychology organized visits to Halfway homes to sensitize the students towards the problems of the inmates.
- Social awareness is created in the neighborhood through rallies conducted by Department of History

- Department of Childcare works in collaboration with "Prayatna"- a community centre for social upliftment.
- Childcare students help nursery teachers of the selected neighborhood schools in teaching and organizing programmes at their centres.
- Department of Sociology in collaboration with Times Group conducted a talk on "Quality Parenting" for parents of the students.
- In collaboration with Department of Human Development (PG studies), SNDT Women's University, Department of Sociology, Psychology and Childcare conducted a panel discussion on bridging the generation gap.

3.4.4 What are the initiatives taken by the institution to have a partnership with University / Research institutions / Industries / NGOs etc. for extension activities?

Ans. The initiatives taken by the institution to have a partnership with University / Research institutions / Industries / NGOs etc -

- Collaborative extension activities
- Faculty exchange program
- Conducting health camps
- Organizing workshops in collaboration

3.4.5 How has the local community benefited by the institution? (Contribution of the institution through various extension activities, outreach programmes, partnering with NGOs and GOs)

Ans. The local community has benefited by:-

- Library services through
  - Moti Pustakalaya (Public Library)
- Counselling Services
  - Family Counseling Centre
- Health Camps
  - Eye Camp
  - Blood Donation Camp
  - Pulse Polio awareness

- Creating awareness of social issues through rallies and community services
  - Cleanliness drive with MDEC and MSEC
  - Traffic control with Mumbai Police
  - BPL survey in association with BMC
  - Helping Mumbai Police during Ganesh Chaturthi
  - Livestock counting with BMC
- Services to various Government Offices
  - Election Duty by teaching and Non-teaching staff.
  - Preparation of voters list by non-teaching staff
- Astitva Project
  - Training students to become community workers

3.4.6 How has the institution involved the community in its extension activities? (Community participation in institutional development, institution-community networking etc.)

Ans

- To inculcate Gandhian philosophy among students and the community, the college in association with the Sarvodaya Mandal and Khadi Gram Udyog has –
  - Arranged exhibition and rallies
  - Arranged poster painting competition
  - Promotion of Khadi, sale of books
  - Gandhi Vichar Exam for the entire college
- Brahma Kumari's Rajyog Education and Research Foundation gives value based education
- Commerce Department in collaboration with Punjab National Bank train students in banking activities
- Personality development workshops by Youngbuzz – a Nation-wide counseling institution.

3.4.7 Any awards or recognition received by the faculty / students / Institution for the extension activities?

Ans.
- Best NSS PO award given to Smt. Jayshree Vora (2003)
- Lt. Nazia Sayyed has been recognized as the All India parade commander. She

also represented Maharashtra and met Dr. Manmohan Singh and Dr. A. P. J. Abdul Kalam

- Ms.Alka Desai (Ex-Head, Dept. of Psychology) received Bharat Gaurav award, Penguin Publication award for Rising Personality of India and Sahara Award for community work
- Best NSS unit in Maharashtra (2003)
  - Senior under Officer Poonam Sawant received the all rounder award at ATC camp.

3.5 Collaborations

3.5.1 Give details of the collaborative activities of the institution with the following organizations:
   a) **Local bodies/ community**
   b) **State**
   c) **National**
   d) **International**
   e) **Industry**
   f) **Service sector**
   g) **Agriculture sector**
   h) **Administrative agencies**
   i) **Any other (specify)**

Ans .   The following are the various collaborative activities:-

Local bodies / Community

Organisation	*Area*	*Activities conducted*
a) BMC	Health	Pulse polio awareness, Blood donation camps
	Hygiene	Cleanliness in P North ward ,Well cleaning in Kurar Village, Tree plantation at Marve Road and Vanrai (National Park), Cleaning of Marve Beach
	Education	Teaching value education and sex-education in BMC schools.
	Census	BPL survey on Animal Census
b) Bombay Sarvodaya Mandal	Value Education	Awareness in the community, Disseminating Gandhian Philosophy and Gandhian Vichar Exam to all the students of the college Exhibition of books, Rally to create awareness about peace
c) Khadi Gram Udyog	Promotion of cottage & khadi industries	Exhibition and sale of Khadi and cottage industries products

d) Dagra School for the Mentally Challenged	Raising of Finance	Sale of Rakhi and Diyas(Dagra School)
e)Cama Hospital	Health	Blood Donation camp Cancer detection camp Celebration of Rose Day for Cancer Patients
f) Agassi Gram Panchayat	Community service	Creating awareness among women regarding health Cleaning of village roads

State:

a) Government of Maharashtra	Social awareness	Created awareness in the tribal area on insurance schemes
b) Mumbai Police	Community service	NSS volunteers assist Mumbai Police for maintaining law and order during Ganesh Visarjan

National:

a) NCQM	Quality enhancement	Inter collegiate seminars and workshops organized on quality initiatives
b) Indian Numismatic Centre for Research (Nasik)	Academic	The department of History organized an intercollegiate workshop on the study of evolution of coins and its importance.
c) Punjab National Bank	Awareness	Workshop to train students on banking operations

International:

a) Rotary Club	Health	Medical check-up camps (Eye, blood, Rubella, Bone Density) Aids awareness campaign in the community
b) Inner Wheel Club	Health	Awareness about the advantages of breast-feeding
c)Brahma Kumari's Rajyog Education and Research Foundation	Value Education	Lectures delivered on Personality development

Service Sector: NGOs

a) JAAG	Community service	Work for the school dropouts
b) MSEC	Community service	Community work
c) MDEC	Community service	AIDS awareness rally

d) MARG	Community service	Youth development programmes with Sociology department (22 colleges involved)
e) Prayatna	Community service	Social upliftment to encourage mentally challenged children and women from disadvantaged community(by arranging sale of rakhi's and diyas)
f) Jan Seva	Community service	Projects- Astitva for training students to become social workers Umang for senior citizens Sakar for school dropouts Prayas for youth development

Administrative Agencies:

a) State Election Commission	Administration	Providing administrative help

3.5.2 How has the institution benefited from the collaboration?
     (a) Curriculum development
     (b) Internship
     (c) On-the-job training
     (d) Faculty exchange and development (e) Research
     (t) Consultancy
     (g) Extension
     (h) Publication
     (i) Student Placement

Ans. The institution benefited from collaborations in the following ways:-

Table No. 3.3 Benefits due to Collaboration

Sr. No.	Collaborative Bodies	Benefits
a)	BMC, Rotary Club, JAAG, NCQM, Indian Numismatic Centre for Research	Curriculum development 1) Practical application in different situations
b)	Prayatna	Faculty exchange programmes
c)	JAAG, MARG, Prayatna, MSEC, BMC, Cama Hospital, Agasi Ciram Panchayat, Dogra School	Extension services
d)	Bombay Sarvoday Mandal, Khadi Gram Udyog, Brahmakumaris	Value Education and character building
e)	MARG, NCQM	Consultancy

3.5.3. Does the institution have any MoU/MoC I mutually beneficial agreements signed with :
   a) **Other academic institutions**
   b) **Industries,**
   c) **Other agencies**

Ans   The Institution has MoU with-

Industries- Raj Computers and Joshi Consultancy

The college works in collaboration with other agencies like MARG, Prayatna, NCQM and S.N.D.T. University affiliated other colleges.

3.6 Best Practices in Research, Consultancy and Extension

3.6.1 What are the significant innovations / good practices in Research, Consultancy and Extension activities of the institution?

Ans.

Significant innovations / good practices in Research, Consultancy and Extension activities of the institution are as follows:

Innovative / Good practices in research

- Setting up of Research Cell
- Taking up institutional projects
- Compilation of research papers written by faculty members

Innovative / Good practices in Extension activities

- Astitva Project – empowering youth
- Adoption of village – Agasi,Virar , Borivili National Park
- Creating awareness about financial security among the tribals
- Value education by Brahma Kumaris Foundation, Sarvoday Parivar
- Empowering women through self employment
- Exposing tribal and rural women to health issues
- In collaboration with Janseva NGO working on projects such as

  - "Umang" – for senior citizen

  - "Sakar" – for School dropouts

  - "Prayas" – for Youth Training Programme

For Re-accreditation:

1. **What were the evaluative observations made under Research, Consultancy and Extension in the previous assessment report and how have they been acted upon?**

Ans.

Table 3.4 Evaluative Observations and Actions Taken

Evaluative observations made under research	Steps taken
Teacher may be motivated for doing research	a) Started Research cell b) 19 teachers registered for M.Phil c) 12 teachers registered for Ph.D d) 8 completed Ph.D.
	UGC sponsored Research projects Minor Research 6 ongoing 5 Completed Major Research 1 completed
	6 faculty have got recognition for guiding research students
Socially relevant research projects may be taken	Projects- a) Astitva for training students to become social workers b) Umang for senior citizens c) Sakar for school dropouts d) Prayas for youth development
Post Graduate Courses should be started	a) M.A. in Hindi b) M.A. in Economics c) M.Com. d) Planning to start MCA & MBA
Extension Activities Should be increased	a) Extension activities in Aggasi, Virar, Vanrai, Borivili National Park b) Live stock census c) BPL survey in association with BMC, Imparting of Sex education to adolescents in schools by NSS volunteeer d) Cleanliness drive in P north ward e) Cleaning of the beach (Marve) f) Blood donation camps g) Creating awareness about financial security
Consultancy service are needed in the development of the institution	a) Family Counseling Centre b) Health centre is working at the college level, but aims to move towards community

2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Research, Consultancy and Extension?

Ans.   The steps taken to enhance the quality sustenance and enhancement measures with regard to Research, Consultancy and Extension are:

In the area of Research -

- Dr. S. Sundaram, retd. Prof. SNDT University and Pro-Vice Chancellor is on the Advisory Panel of our Research Cell.
- Health Centre has initiated a Research Project on 'Anaemia among Adolescent Girls - Intervention and Improvement Strategies'.
- Research Cell in collaboration with IQAC is working on 'Stakeholders' Voice- A study of feedback analysis for Quality Improvement Strategies'.
- Compilation of Research papers written and presented by faculty at State, National and International Seminars.

In the area of Consultancy -

- Permanent linkage with NCQM
- Dr. R.H.G.Rau, an expert in quality measures and advisor to various industries and educational institutions is a part of IQAC (advisory panel).
- Dr. Uday Agnihotri, a consultant in NCQM guides the analysis procedure of Feedback data.

In the area of Extension Activities-

- Linkage with Janseva NGO
- Four projects undertaken in collaboration with Janseva NGO
- Involvement of Departments in Extension Activities

CRITERION IV:
INFRASTRUCTURE AND LEARNING RESOURCES

4.1   Physical Facilities

4.1.1   What are the infrastructure facilities available for
  a) Academic activities?
  b) Co-curricular Activities?
  c) Extra-curricular activities and sports?

Ans.   The infrastructure facilities available for academic and co-curricular

activities are –

College Building:-
i)   Building 1   (3 wings) -   Ground + 3 floor
ii)   Building 2   -   Ground + 2 floor
iii)   Building 3   -   Under Gr. + Ground + 1Floor
       (Under construction)

A)   Infrastructure for academic activities:

- Class Rooms

- Psychology Laboratory

- Computer Laboratory

- Electronic Laboratory

- Audio Visual Room

- Music Room

- Library with separate Reading area earmarked for students and faculty

- Cubicles in the library for the faculty

- Food Science laboratory

- IQAC and Research cell

B)   Infrastructure for co-curricular activities:

- NSS Cell

- NCC Cell

- Family Counseling Centre

- Health Centre

- Cell for Prevention against sexual harassment

C) Infrastructure for extra-curricular activities & sports:
- Surajba Hall
- Sports room and gymnasium
- Play grounds:
  (i) Big ground   - 19,866sq.ft. (Approximately)
  (ii) Small ground   - 7,825sq.ft. (Approximately)

D) Other Infrastructure facilities:
- Office for members of Management
- Principal's Office
- Office
- Staff Room
- Canteen
- Wash rooms and drinking water facility on each floor
- BMS/ BCA staff room
- College documents Room
- Moti Pustakalay (Public Library)
- Changing room for class IV employees

E) Equipments available for academic, co-curricular and extra- curricular activities are -
- LCD
- TV
- OHP
- VCR
- Tape –Recorder
- Computer & Internet connection
- Musical Instruments
- Typewriters
- Intercom facility at key places like library, office, , supervisor's room, family counseling centre etc
- Public Address System facility in each classroom

4.1.2. **Enclose the Master Plan of the college campus indicating the existing physical infrastructure and the projected future expansions.**

Ans.   Plan of the existing college building & under construction gymkhana building is enclosed as **ANNEXURE 'C'**

4.1.3. **Has the institution augmented the infrastructure to keep pace with its academic growth? If yes, specify the facilities and the amount spent during the last five years.**

Ans.   In last 5 years, the college has augmented the following infrastructural facilities:-

4.1.4. Does the institution provide facilities like common room, Separate rest rooms for women students and staff?

Ans.   The college is essentially a women's college and the following facilities are available for staff and students-

- Common room for students
- Changing room for class IV employees

4.1.5 How does the institution plan and ensure that the available infrastructure is optimally utilized?

Ans.   The college functions from 7.00 a.m. to 7.00p.m. Classes are held for Postgraduate, Degree and Junior college students.

- B.Com. / B.A.: 7.00a.m. -12.00 p.m.
- PG section: 9.00a.m. - 4.00 p.m.
- BMS: 7.00 a.m. - 3.00 p.m.
- BCA: 10.00 a.m. - 3.00 p.m.
- Junior   college: Arts-11.00-3.45 p.m., Commerce-3.00-6.45 p.m.

In addition, the campus is used for:-

- UGC approved Career oriented programmes (COP)
- Diploma and certificate courses offered by Jan Seva samiti, management of the college
- Holding competitive exams & CA Exams
- Holding Sanskar Shibir
- Election commission activities
- Distance education contact sessions

- B.M.C. activities
- Bank/ Post Office (rented out)
- Social functions (Sunday & Public Holidays).

4.1.6   How does the institution ensure that the infrastructure facilities meet the requirements of the differently-abled students?

Ans.   Under the category of differently-abled students presently we have students with the following conditions:-

- Physically impaired
- Slow learners
- Hearing / Speech impaired

In order to meet the requirements of the differently-abled groups, the following facilities are provided:-

Table No. 4.2 Facilities for Differently–abled Group

Particulars	*Facilities provided*
Physically challenged	Easily accessible classroom
	Extra-time during exams
Slow learners	Extra coaching
	Personalized attention
Hearing/ Speech impaired	Personal guidance

4.2 Maintenance of Infrastructure

4.2.1   What is the budget allocation for the maintenance of (last year's data)
   a) **Land**
   b) **Building**
   c) **Furniture**
   d) **Equipments**
   e) **Computers**
   f) **Vehicles**

Ans.   Maintenance of Infrastructure:

4.2.2.   How does the institution ensure optimal utilization of budget allocated for various activities?

Ans.   The budget allocation to different departments is made in the beginning of each academic year.   Periodic meetings are arranged with heads of

departments to review budget utilization. It is ensured that the budgetary provisions are optimally utilized.

4.2.3 Does the institution appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained?

Ans. The institution has appointed a full time electrician for electrical maintenance. For the maintenance of other equipments, Annual Maintenance Contract is given to outside agencies-

AMC (Annual Maintenance Contract) for-

- Computer laboratory
- Cyclostyling machine
- Type writer
- Laboratory equipments
- Pest control
- Office computers, printers
- Water cooler
- Fax machine
- Air conditioner

4.3. Library as a Learning Resource

4.3.1   Does the library have a Library Advisory Committee? What are its major responsibilities?

Ans. Yes, the library has an advisory committee comprising of Principal, Heads of departments and student representatives which works as a facilitator and liaison between readers and the library. It meets biannually to plan and review the functioning of the library.

Major functions of the library advisory committee are:

- Planning, regulating and monitoring the library budget.
- Initiating Quality measures for improvement of the library services
- Giving recommendations for subscribing journals and books

4.3.2   How does the library ensure access, use and security of materials?

Ans. The Library ensures the access, use and security of the materials through the following measures:-

Access to the Library

- Library is open between 7.00a.m. to 7.00p.m.
- Open access facility available to Final year Graduate, Post Graduate, B.M.S., and B.C.A. students.
- Orientation to students about the library by the librarian and individual departments
- Display of new titles

Use of Library Material

- All the students are given borrower's/ reader's card separately which allows them to have borrowing, reading and reference facilities.

Security of Library Material

- Reference books are kept in cupboards in the reading room. They are issued only for reference within the reading room on demand.
- As per the working schedule, a team of clerks and peons continuously monitor the reading room/ stacks.
- In open access area, the students are not allowed to carry their bags

4.3.3   What are the various support facilities available in the library? (Computers, internet, band width, reprographic facilities etc.)

Ans.   The support facilities available in the library are:

- Internet connection with Broadband of 512 kpbs.
- Five computers allocated for students throughout the day for browsing
- Printing facilities of browsed information if required on nominal charges
- Five computers for faculty

4.3.4   How does the library ensure purchase and use of current titles, important journals and other reading materials? Specify the amount spent on new journals during the last five years.

Ans Reading material is procured in the library according to the budgetary provisions on recommendations of staff and approval of the Library Committee. Use of reading materials is ensured through:-

- Display of current titles
- Home-lending facilities

- Books on loan to the departments
- Exhibitions

4.3.5 Give details on the access of the on-line and Internet services in the library to the students and faculty? (Hours, frequency of use, subscriptions, licensed software etc.)

Ans.   Students and faculty are provided free access to the internet.

(7.00 a.m. to 7.00 p.m. from Monday to Saturday.)

- 5 computers for students and 3 computers for staff
- On an average, 100 Students use the on-line facility per day
- Free online facility is availed by staff
- Licensed Software
- Microsoft SBS – server 2003
- Microsoft Windows XP
- Symantec Antivirus
- MacAfee Antivirus
- Ms – Office 2003
- SOUL – [Software for University Libraries]

4.3.6   Are the library services computerized? If yes, to what extent?

Ans.   The Library services are computerized with the help of in house package. The package handles:-

- Procurement – Reading material can be ordered online.
- Transaction– Issue and Return of books using barcode. All books are bar coded.
- Computerized Catalogue – provide details regarding author, title, subject, publisher and date of publication.
- Membership – Details including photographs of all the   members of library are stored in the computer

4.3.7   Does the institution make use of INFLIBNET/ DELNET/ IUC facilities? If yes, give details.

Ans.   The library is using Soul which is developed by INFLIBNET.

4.3.8 What initiatives are taken by the library staff to enrich the faculty and students with its latest acquisitions?

Ans.   The initiatives taken by the library are-

- Display of new arrivals on racks and revolving stand
- Inform the staff and students through notice boards

4.3.9 Does the library have interlibrary borrowing facility? If yes, give details of the facility ?

Ans.   Library has membership with the American center for research, IGIDR (Indira Gandhi Institute of Developmental and Research), University of Mumbai, S.N.D.T. Women's University for Inter Library Loan facility. This facility enables the faculty and students to borrow books from different libraries.

4.3.10 What are the special facilities offered by the library to the visually and physically-challenged persons?

Ans.   Adaptation in the seating arrangements is made as per the individual need of the student as and when required.

4.3.11 List the infrastructural development of the library over the last two years.

Ans.   Library has enhanced its infrastructural facilities through-

- Procurement of new stacks to accommodate more books
- Additional computers in Library
- Three servers for thin clients
- Eight Thin Clients
- Renovation of the library
- Special reading space for students and Faculty

4.3.12   What other information services are provided by the library to its users?

Ans.. The additional information services provided by the library include -

- Display of important news clippings daily
- Newspapers in four languages
- Assistance to students during project work.
- Assistance to the faculty for research work
- Subscription to Magazines, Journals, Periodicals, etc.

4.4.   ICT as learning Resources

4.4.1 Does the Institution have up-to-date computer facility? If yes, give details on the available hardware and software (Number of computers, computer-students ratio, stand alone facility, LAN facility, configuration, licensed software etc.)
Ans.   Yes,

4.4.2   Is there a central computing facility? If yes, how is it utilized for staff to students?

Ans.   Yes, the institute has a centralized computing facility. The college has two separate centralized server systems.

4.4.3   How are the faculty facilitated to prepare computer-aided teaching/learning materials? What are the facilities available in the college for such efforts?

Ans.   5 computers are provided to the faculty for the preparation of computer – aided teaching learning materials.

- Free internet facility is provided to the faculty.
- Provision of LCD projector is made available for presentations.

4.4.4 Does the Institution have a website? How frequently is it Updated? Give details.

Ans.   Yes, the institution has a website www.mdshahmahilacollege.ac.in .It is updated regularly.

4.4.5 How often does the institution plan and upgrade its computer systems? What is the provision made in the annual budget for update, deployment and maintenance of the computers in the institution?

Ans.   The computer systems are upgraded as per requirement. In the annual budget, there is a provision to upgrade the system, purchase as well as maintain computers.

4.4.6   How are the computers and their accessories maintained? (AMC etc)

Ans.   There is Annual maintenance contract for -

- Maintaining the computers, printers, scanner & other computer peripherals.
- Annual contract for cleaning the PC & printers.
- Maintaining hardware
- Software

4.5   Other Facilities

4.5.1   Give details of the following facilities :
a) Capacity of the hostels (to be given separately for boys and Girls)
b) Occupancy
c) Rooms in the hostel (to be given separately for boys girls)
d) Recreational facilities
e) Sports and Games (Indoor and Outdoor facilities)
f) Health and Hygiene (Health care centre, Ambulance, Nurse, Qualified Doctor) (full time/ part time etc.)

Ans: The College does not provide hostel facility.

(d) Recreational facilities-

- The college has one ground maintained for recreational activities where annual functions, Dandia are arranged for the students

- For dance/ drama practice the terrace is used

- Screening of films/ staging of plays/ music programmes are organised in Surajba hall

(e) Sports and Games

The facilities for Indoor games like Carrom, Table Tennis, Chess is available to the students. As the college has one playground and one open ground, the facilities for Outdoor Games like Basket Ball, Volley Ball, Kho-Kho, Kabaddi, Cricket and Rope Malkhamb are available to the students. Coaching is also provided to students for the above mentioned games.

Although the College has a Gymnasium, a new Gymkhana Building is under construction.

(f) Health and Hygiene:

The college has a Health Centre - Arogyam

- The Health centre has a lady doctor on call.
- Regular tests on Thalessemia and Anaemia are conducted for students
- Bone density test, cancer detection, dental checkup and health checkup at minimum cost is conducted for the faculty.
- Camps for dental checkup, Eye and ENT checkup are organized for students and faculty.
- Talks on various health related topics are arranged.

Health centre is a very active unit. This year, a proposal for a research survey on "Iron Deficiency" is submitted to Indian Merchants' Chamber (IMC), Ladies Wing, for financial assistance.

4.5.2 How does the institution ensure participation of women in intra and inter institutional sports competitions and cultural activities?

Ans.   The institution caters only to women students, so all the collegiate and inter collegiate, sports and cultural activities are for women students alone.

4.5.3 Give details of the common facilities available with the Institution (Staff room, day care centre, common room for students, rest rooms, health centre, vehicle parking, guest house, canteen, telephone, internet cafe, transport, drinking water etc.)

Ans.   The common facilities available with the institution are as follows:-

- Staff room

- Health centre

- Gymnasium

- Supervisor's room

- Cafeteria

- Telephone and intercom facility

- Drinking water facility

- Changing room for peons

- Documents Room that practices 5-S

- Play ground

- Space for Vehicle parking

4.6   Best Practices in Infrastructure and Learning Resources

4.6.1 What innovations/ best practices in `Infrastructure and Learning Resources' are in vogue or adopted/ adapted by the institution?

Ans.   Best practices in Infrastructure and Learning resources are :

- Computerized office and library

- Back up facility of students data for last 15 years

- Upgraded store room through application of 5 'S'

- Free internet service for faculty and students

- Health Centre

<u>For Re-accreditation</u> :

1. What were the evaluative observations made under Infrastructure and Learning Resources in the previous assessment report and how have they been acted upon?

Ans. Evaluative observations made under infrastructure and learning resources in the previous assessment report is as follows:

Table No. 4.4 Evaluative Observations and Actions Taken

Evaluative observation	*Actions initiated*
Facilities such as play ground and entertainment centers could be expanded to meet the demands of the students'	■ College grounds are maintained as per standard requirements ■ Gymkhana is under construction

2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Infrastructure and Learning resources?

Ans. Quality sustenance and enhancement measures undertaken by the institution are:

- ■ Five computers for teachers
- ■ Computer training for Teachers
- ■ Knowledge and skill based programmes for Staff by Staff study circles
- ■ 100 hours compulsory computer training to all students
- ■ Separate drinking water and toilet facility
- ■ More stacking place for books in the library
- ■ Separate reading space for Post Graduate & Professional course students
- ■ Setting up departmental Libraries
- ■ Use of Quality Enhancement Tool (5 'S') and 'Kaizen' to upgrade office work atmosphere.

CRITERION V:
STUDENT SUPPORT AND PROGRESSION

5.1 Student Progression

5.1.1 Give the socio-economic profile (General, SC/ST, OBC etc.,) of the students of the last two batches.

Ans.

5.1.2 What are the efforts made by the Institution to minimize the dropout rate and facilitate the students to complete the course?

Ans. The efforts made by the Institution to minimize the drop out rates and facilitate the students to complete the course are as follows:

- Option for paying fees in installments is given.
- Financial aid in the form of scholarship and financial assistance is provided.
- Placement cell provides assistance to interested students under "earn while you learn scheme".
- Personal counseling of students and their parents
- Internal exams are conducted on a later date than the scheduled in the following cases- a) Health issues b) Personal issues – Marriage, Lactating Mother, c) Students who participate in cultural activities.
- Remedial and bridge courses are provided to academically weak students.
- Book borrowing facilities from the teachers, departmental libraries and the book bank.
- Flexibility of timing is given for working students in special cases
- Special coaching provided to academically weak students

5.1.3 On an average, what percentage of the students progress to further studies and for employment? Give details for the last two years. (UG to PG to PhD and/ or to employment).

Ans. Although there is no formal documentation regarding the issue, on an average 10% of the students from the U.G. Level take up higher studies and many take up employment.

5.1.4 How does the institution facilitate the placement of its outgoing students? What proportion of the graduating students has been employed? (of last five years).

Ans.   The placement cell was functioning informally till 2005. It was structured there after and data of the last three years are as follows:

To achieve these objectives, Placement cell conducts campus interviews, workshops and seminars on topics such as "Personal grooming", "How to face interviews", talks on career options and intimating students of the job opportunities available.

5.1.5 How does the institution facilitate and support students for appearing and qualifying in various competitive examinations? Give details on the number of students coached, appeared and qualified in various competitive examinations (Average of last five years) UGC-CSIR-NET, SLET, GATE, CAT, GRE, TOFEL, GMAT, Civil Services- IAS, IPS, IFS, Central/ State services etc.)

Ans.   Departments of Marathi, Statistics and English conduct special tests on the basis of competitive exams.   Selected students are then personally coached for competitive exams by the faculty members.

The record of the students who have qualified the various competitive exams has not been documented.

5.1.6 Give a comparative analysis of the institutional academic performance with reference to other colleges of the affiliating university and the university average. (Pass percentage, Distinctions, Gold medals and University Ranks, Marks obtained in relation to university average etc. (Last five years data)

Ans.   A comparative analysis of the Institutional Academic performance is as follows:

Gold Medals and University Ranks

2003-04
- Yadav Poonam Jayprakash Chand secured highest marks in Hindi D.C.
- Parekh Khusboo Mahendra Bhai secured highest marks in Economics D.C.

2004-05
- Jyoti Ashok Hebare stood first in University in Marathi literature
- Mauyra Meena student of Hindi literature stood first in the University
- Bhagwati Purohit secured highest in Gujrati D.C.

2005- 06
- Gold medal was received by Prabhavati Kanpure for securing first position in history
- Digisha Patel stood first in Psychology subject at the University

2006-07
- Yadav Anita Ramdour Sarju got First Rank in B.Com. III at the University
- D.Tasneem Naz D. secured second rank in B.Com. III at the University
- Upadhyay Priti Nareendranath was the highest Scorer in Economics at University in B.A. III
- Sameena Rizvi secured second rank in B.M.S. III at the University
- Samitha Bhude was fourth ranker in B.M.S. III at the University
- Seema Dhaki secured fifth Rank in B.M.S. III at the University

5.2 Student Support

5.2.1   Does the institution publish its updated prospectus, handbook and other student information material annually? If yes, what is the information disseminated to students through these publications?

Ans. Yes, the college publishes and updates the Prospectus annually. The other publications of the college are college magazine, IQAC newsletter- "Horizon" and Alumni newsletter- "Maitree". The college also has a website with college details. The common information disseminated through these informative modes is:

- General Information about the college
- NAAC Accreditation details.

- Vision and Mission of the institution

Apart from these, specific information provided is as under-

I   Prospectus

- Management Committee members
- Programmes offered by the college
- Refund rules and Eligibility rules for admission
- Pattern of evaluation
- Disciplinary rules for students
- Freeship and financial assistance offered by Government and Institution

II   Magazine

- Academic, cultural and co-curricular activities
- Special achievements of staff and students
- Management Committee members

III   Newsletters

- Future plans
- TQM endeavours
- Alumni achievements

IV   Website

- Academic calendar
- Details of examination schedules
- Details of department activities
- Management Committee members

5.2.2 Does the institution provide financial aid to students? If yes, specify the type and number of scholarship/ freeships given to the students during the last academic year by the institution (other than those provided by the social welfare departments of the State or Central Governments).

Ans.   Yes, the college provides financial assistance to the students in the form of financial assistance and scholarship. Applications are invited every year from students who need financial assistance other than the ones eligible for Government aid. The

applications are scrutinized and students are interviewed by Financial Assistance committee. In the year 2007-08, 163 students had applied for assistance and 145 were provided the same. A sum of Rs. 2,94,600/- was distributed to the students who had applied for financial assistance.

5.2.3 Give details of schemes for student welfare? (Insurance, subsidized canteen facilities, special diets, student counseling support, 'earn while you learn' scheme etc)

Ans.   Welfare schemes provided by institution for students are as follows:

STUDENTS' INSURANCE SCHEME

- Students pay Rs. 10/- per year for students' insurance and are insured for upto one lakh under the Students' Safety Policy (Risk is covered for journey from home to college and back and field trips/study tour conducted by the college). Till now three claims have been settled.

HEALTH CENTRE

- The health centre "Arogyam" takes care of students' health by arranging for medical check ups (anemia, Thalessemia, dental check up, eye check up etc.)
- First aid is available on the premises
- Doctor on call is available and the expenses for the same are borne by the college

FINANCIAL ASSISTANCE

- The economically disadvantaged students are provided with financial assistance and facility to pay fees on installment basis.

EARN WHILE YOU LEARN

- Placement cell working with the objective of "Earn while you learn" seeks to arrange employment for the students enrolled with the cell. .

BOOK BANK FACILITIES

- Book Bank provides books to the students on payment of a nominal deposit. The students are allowed to keep the books throughout the year.

INTERNET FACILITY

- Students are provided with free internet facility

CANTEEN FACILITIES

- Students are provided with canteen facilities within the premises.

- Heath food is served in the canteen.

FLEXIBLE TIMING

Flexible timing is given to the students to encourage them to continue studies. This facility is particularly available to-

- Working students
- Lactating student mothers
- Married students
- Students who face family problems

5.2.4 What type of support services is available to overseas students?

Ans.   NOT APPLICABLE

5.2.5 Give details of the placement and counseling services for the students.

Ans. Placement cell was formally started in 2005-06 and it works with the objective "Earn while you learn" for regular students and it also provides full time placements. Placement cell works for the regular students and for alumni. The total number of applications, requesting for placements received in 2007-08 were 252, out of which 132 students were placed.

Activities conducted by the cell can be briefly summarized as follows:

- Campus interviews (organisations like Wipro, TCS, Raj Software etc.)
- Lectures on-Career opportunities in event management and career planning
- Placement mela for the students
- Counseling programmes were arranged for the students.
- The Placement Cell also encourages students to go for self employment.

Counseling Services

FAMILY COUNSELING CENTRE

With the support of Ministry Of Social Welfare Board, Family Counseling Centre has been set up to provide free professional help to students in the areas of-academic and career related problems, family crisis, behavioural problems and

personal problems. It also provides pre-marital counseling and marital counseling. The services of the centre are also open to the community.

Counseling facility is also provided in the college at two levels-

- Teacher provides counseling to students when ever required.
- Departments like Psychology, BMS, English and Gujarati provide mentoring services to their students.

5.2.6 How does the institution encourage and develop entrepreneurial skills among the students?

Ans. The institution promotes entrepreneurial skill through-

- Career oriented programmes funded by UGC, introduced by the institution (entrepreneurship, fashion designing, interior designing and travel & tourism) which enables the student to venture out in future as an entrepreneur.
- Seminars like a two-day UGC sponsored national seminar on "Entrepreneurship" was organized by the department of Commerce in January 2007. Four day pre-seminar workshops were organized in December 2006, where many entrepreneurs were invited to give first hand information about developing entrepreneur skills.

5.2.7 Does the faculty participate in academic and personal counseling? If yes, give details on services provided during the last academic year?

Ans. Yes, the faculty participates in academic and personal counseling to students both in informal and structured way.

- Majority of the teachers share good rapport with students and they provide informal counseling to them
- In the year 2006-07, all the departments organized an exhibition "Edu-tech" where the scope of each subject was presented to provide academic guidance.
- Faculty helps in solving students collective problems through Students' Voice, a cell especially formed to solve their problems

5.2.8 Is there a separate guidance and counseling centre for women students? If yes, enumerate the activities of the center.

Ans. Yes, the college has a separate guidance and counseling centre. The Family counseling center which operates in the college premises conducts the following activities:-

- Personal Counseling
- Pre marital Counseling
- Marital Counseling
- Family Counseling
- Home visits and legal assistance
- Talks and awareness session

5.2.9. Is there a Cell /Committee constituted for prevention/ action against sexual harassment of women students? If yes, detail its constitution and enumerate its activities (issues addressed during the last two years)

Ans.   Although the college is essentially a women's college, the college has a Cell for Prevention against Sexual Harassment. The cell was set up in 2007-08 and the office bearers constitute of -

- Principal
- Representatives of the University cell
- Teacher representatives (both male and female)
- Student representatives
- Non-teaching representatives (both male and female)

Activities of the cell are as follows:-

- Literature on awareness are displayed at vantage points of the institution
- A seminar on awareness about sexual harassment was held in the institution
- Complaints of the students if any are addressed.

The college till date has not received any complaint in this regard

5.2.10 Does the institution have a grievance redressal cell? If yes, what are its functions? Detail the major grievances redressed during the last two years.

Ans. Yes, the college has a Grievance Redressal Cell. Its members are student grievance representatives (GRs) appointed by each class and the faculty members. The representatives collect grievances from the students and direct them to the cell.

The major grievances redressed during the last two years were in the areas of:-

- Drinking water
- Canteen facilities
- Mechanism to deal with complaints related to lights, fan and public address system
- Computer classes
- Library facilities

Students' Voice Cell is another cell which looks into the grievance of the students. The cell arranges for face to face interaction of the aggrieved parties.

5.2.11 Is there a provision for acquiring computer skills / literacy for all the students, in the curriculum? If yes, give details on how it is imparted, and level of proficiency.

Ans. Yes. The college provides 100 hours compulsory training programme to every student. Each student attends theory and practical classes. The certificate is awarded to the student on the completion of the mandatory 100 hours of training. The bifurcation of theory and practical classes are as follows-

5.2.12 What value-added courses are introduced by the institution to develop life skills; career training; community orientation; good citizenship and personality development of students?

Ans. In the beginning of the academic year, leadership training is given to the class representatives and General Secretaries for personality development, community orientation and life skills.

Enrichment courses like Yoga, Value education, Sanskrit, Child Care offered by the college help the students to develop life skills, community orientation and good citizenship.

Many departments provide value added courses that help in developing life skills, career training; community orientation; good citizenship and personality development of students. The courses offered by the institution and the departments are as follows

The college also plans to start short term courses in "Retail Operations" and "Tally" in the coming academic year, the proposal of which has been submitted.

5.2.13. How does the institution ensure safety and security of the students, faculty and the institutional assets?

Ans.   The institution ensures the safety and security of the students by undertaking the following steps:-

- Appointment of Private security guards by the management
- Installation of Fire fighting equipment in the campus
- Disaster Management Cell
- Students' Insurance
- Two staircase and four gates
- Doctor on call
- First Aid box

5.3 Student Activities

5.3.1 Does the institution have an Alumni Association? If yes, List its current Office bearers List its activities during the last two years. Give details of the top ten alumni occupying prominent positions. Give details of the contribution of alumni to the growth and development of the institution.

Ans. (i) The list of current office bearers are as follows:-

ii) In the last two academic years, the following activities were arranged:

- Lecture-cum-demonstration session on "How to make decorative articles" was conducted by Mrs Shilpa Shah, an alumni and faculty of the college.

- Mrs. Dipti Mehta, beautician by profession and ex- student of the college delivered a lecture on 'How to take care of one's own beauty'.

- A talk on "Women and Law in India" was delivered by well known lawyer Mrs. Ritika Jangrani.

- Women Empowerment being the motto of the association, a lecture on 'Women empowerment' was conducted by Dr.(Mrs.) Kalpana Dave.

- Association also provided a forum for its successful alumni to come together and share their success story with the fellow alumnus.

- It is a practice of the college to involve its ex-students in its various academic and cultural programmes conducted by the college. Some of the programmes where the alumni are invited are Ras Garba, College Day programme, Get-together for alumni members.

- Picnic/excursion-The association arranged a picnic to "Dana Paani"

(iii)   The list of top ten alumni occupying prominent positions are as follows:-

Table 5.8 Ten Alumni Occupying Prominent Positions

Sr.No.	Name	Designation
1.	Ms. Shabnam Siddiqui	Co-ordinator, Women's Research and Action Group, Mumbai, India and External Consultant for Surge Development Foundation, Pakistan
2.	Ms. Hemangi Hatkar	Marathi theatre and T.V. artist
3.	Mrs. Shalion M.Habib	Practising Naturopath
4.	Ms. Dave Hetal	Practising Lawyer
5.	Ms. Rekha V,Vora	Accupressure Therapist
6.	Ms. Jayshree Sanghavi	Internal Auditor
7.	Ms. Sonal Desai	Air Hostess, Jet Airways
8.	Ms.Yamini Kurani	Research assistant at Indira Gandhi Institute of Development and Research
9.	Ms.Meena Kimi	Clinical Psychologist K.E. M. Hospital
10.	Ms. Renuka Kulkarni	Photo Journalist

The alumnus of Vocational Centre has also made their mark in the society.

Richa Sharma is a journalist in DNA newspaper; many students are working with renowned export houses as fashion designers.

(iv) Contribution of Alumni-

- Alumni Maitree Association Newsletter has been sponsored by Alumni president.
- Professional Alumni members share their expertise with the current students.
- A new venture to create a "Tulsi Van" is planned by the alumni in the college premises.

5.3.2 How does the institution encourage its students to participate in extra-curricular activities including sports and games? Give details on the

achievements of students during the last two years. (Institution level/ inter-collegiate / Inter-University/ Inter-state/ National/ International)

Ans.

The institution encourages students to participate in extra curricular activities, sports and games. Extra-curricular activities are promoted with the following steps-

- Holding workshops in theatre events and fine arts to motivate students to participate in the cultural events
- Teachers train students to compete in inter-collegiate events
- To encourage enhanced participation in different sports, the sports teachers hold one state level seminar every year for teachers from all over Maharashtra

Outstanding achievements in extra- curricular activities during 2006-2007

- Ranked fifth amongst 65 colleges in inter-collegiate competition in cultural events in 2006-07
- First prize in Mimicry and Debate
- Second prize in Spin yarn and easy writing
- Third prize in Dumb charades , Elocution & western group song
- Consolation prize in Indian group song and classical instrument
- First prize in poetry recitation, dance, salad decoration and skit
- Second prize in solo light vocal, debate, mehendi and salad decoration
- Third prize in instrumental solo, mehendi and western music group song

Outstanding achievements in extra- curricular activities during 2007-2008

- Third rank in Youth Festival amongst 105 colleges from SNDT Women's University
- Ms Maduri Lokare won the best actress award in one act play
- Second Prize won in elocution,semi classical song, Group Song and one act play competition
- Third Prize in elocution, debate and classical vocal song competition
- Consolation prize in essay, mime, classical instrumental and folk dance competition

- At Elphinstone College, the students won the First Prize in duet Singing and Mehandi, Second Prize in solo dance, group dance and story telling and Third prize in solo singing
- At Mittal College, the college students secured First Prize in Poster Painting and Consolation Prize in Mehandi
- First Prize in solo dance at Government Law College and Second Prize in duet dance at V.J.T.I was won by the students
- At Baba Saheb Gandhi Institute Of Management Studies, the students secured Second Prize in Solo Dance

Sports and games are encouraged by taking the following measures-

- Library Material Special coaching in cricket is provided to the students
- Cricket kit is provided to the cricket sportspersons
- Elementary coaching by sports faculty in various sporting activities
- Experts are invited. to provide advance coaching in various sports activities The advanced training is given for two months
- For fifteen days prior to the commencement of the match, the college provides refreshment during match practice.
- Students taking part in the competitions are given traveling allowances
- Students who participate in Inter collegiate and Inter university competitions are awarded five extra marks

Outstanding achievements in sports and games during the year 2005-2006

Intercollegiate level

At Inter collegiate athletic meet, the students won the following prizes
- 2nd prize in Javelin Throw
- 3rd prize in 1500mtrs
- 1st prize in 1500mtrs
- 2nd prize in 800mtrs
- 1st prize in 3000mtrs
- 1st prize in Road Race
- 1st prize in inter collegiate cricket tournament
- A student awarded as the best cricket player

- Students represented University at Ashwamedh tournaments
- Students were selected in the inter-university volley ball & cricket team
- A student was appointed as University sports general secretary

Outstanding achievements during the year 2006-2007

Intercollegiate level

- Cricket team was adjudged as the best team of S.N.D.T Women's University
- 1st prize in Table Tennis
- 3rd prize in Chess
- 3rd prize in Discuss Throw
- 3rd prize in Javelin Throw
- 4th prize in Road Race
- 1st prize in Cricket tournament (best all rounder trophy)
- Students were selected in the inter-university cricket, table tennis, kabaddi and Kho-Kho team

Outstanding achievements during the year 2007-2008

Intercollegiate level

- First Prize in Kabaddi
- First Prize in Cricket
- Second Prize in Kho kho
- Selection at Inter University Kho kho team

5.3.3 How does the institution involve and encourage students to publish materials like catalogues, wall magazines, college magazines and other material? List the major publications/ materials brought out by the students during the previous academic session.

Ans.

1. Every department has a wall magazine wherein the latest development in the discipline and creative ideas of the students are put on display. Department wall papers are managed by the students.

2. The college publishes an annual magazine called "Spandan". Besides departmental activities, the magazine also publishes creative contributions of the students such as articles, stories, poems and anecdotes

3. Some departments have a practice of publishing departmental magazine which are handled exclusively by the students. Such attempts bring out the hidden talents among the students. Departmental magazines are brought out by :

- Psychology - Mind Link
- Marathi – Bijanpur, Diwali Ank (2005-06)
- History – Rajtarangani

5.3.4 Does the institution have a Student Council or any similar body? Give details on its constitution, major activities and funding.

Ans. Yes. The college has a Students' Council. Table 5.9 depicts the constitution of the committee.

Table 5.9 Constitution of the Students' Council for the year – 2007-2008

COMMITTEE MEMBERS	
STAFF MEMBERS	**DESIGNATION**
Ms. Priyamvada Narula	Convener
Ms. Simha Moses	Chairperson
Ms. Sudha Prabhu	Chairperson
Shri Manoj Mishra	Chairperson
STUDENTS' REPRESENTATIVE	
Ms.Priti Jha (General Secretary) Arts Faculty	Member
Ms. Sarita Saroj (Joint Secretary) Arts Faculty	Member
Ms.Krupa Jain (General Secretary) Commerce faculty	Member
Ms. Deepti Katekar (Joint Secretary) Commerce Faculty	Member
Ms. Mallika Sonawane (Sports General Secretary)	Member

FUNDING: According to University norms, development fund of Rs.200/- is collected by the college. The fund collected from the students is utilized for the Students' Council activities.

MAJOR ACTIVITIES:

The activities organized by the Council are:

- Selection of the Class Representatives and election of office bearers of the Students' Council

- Talent hunt at the college level to depute students for inter collegiate competitions
- Training session arranged for the students in performing arts. (Drama, mime, mono-acting, skit and dance)
- Participation of students in Yuva Mahotsav (university organized inter collegiate competition)
- Celebration of national festivals
- Enhancing cultural harmony through celebration of festivals together
- Theme based Annual function
- Theme based exhibitions
- Organizing Farewell function for the graduating students

5.3.5   Give details of the various academic and administrative bodies and their activities (academic and administrative), which have student representations on them.

 Ans.   Student representation is there in the academic and administrative bodies-

<p align="center">Academic Bodies</p>

1) IQAC:

- To train students to become leaders of Students' Quality Circles
- Workshops for students, teachers and non-teaching staff
- Academic audit and support services audit

2) LIBRARY COMMITTEE:

- Finalizing Library budget
- Addition of new books in the library.
- Reforms to be introduced
- Redressing the grievance of the students pertaining to the library
- Subscription of journals and periodicals
- Suggestions for improvement in services such as open access to final year students, loan facility to the departments

3) DEPARTMENTAL ASSOCIATIONS:

- Departmental associations are managed by the students
- Planning, organizing and conducting different activities
- Paper reading by students

Administrative Bodies

1) GRIEVANCE REDRESSAL CELL:

- Student representatives from each class (GR) help to redress the grievances of the students.

2) DISCIPLINE COMMITTEE:

- Student representatives in the committee work to maintain discipline in the premises along with NCC students

3) CANTEEN COMMITTEE:

- The committee consists of the following representatives - Students, Staff, Students' Council conveners and canteen personnel. They are entrusted with the responsibility of deciding the rates of the eatables
- The daily menu is decided in collaboration with Health cell
- Checking the hygiene of the canteen.

4) STUDENTS' VOICE COMMITTEE

Students' Voice looks into the redressal of collective grievances by organizing face to face dialogue between students and frontline staff. The cell arranges for face to face interaction of the aggrieved parties.

5.3.6   Does the institution have a mechanism to seek and use data and feedback from its graduates and from employers, to improve the growth and development of the institution?

Ans. Yes, the institute collects the feedback from its students about its growth and development. As a result of feedback, the following changes have been incorporated-

- Drinking water facility was separated from toilet facilities for students
- Provision of Water cooler to students
- Due to negative feedback about the canteen, menu was improved
- Due to students' demand courses like Retail Operation and Tally have been started.

5.4   Best Practice in Student Support and Progression

5.4.1   Give details of institutional best practices towards Student Support and Progression

Ans.   The best practices developed by institution towards Student Support and Progression are:

Student Support

- Insurance scheme for students
- Family counseling centre
- Placement cell
- Students' mentoring scheme
- Strong student support services (13 committees are formed to cater to the diverse needs of students) which were also audited in 2008
- Innovative programmes like theme based Annual day function with students' participation
- Book bank facility

Student progression

- Value added courses for students
- Involvement of students in decision making processes through student representation in various committees
- University rank holders for four consecutive years
- Coaching for competitive exams

Sports and cultural activities

- Participation in intercollegiate cultural events
- Special workshops in fine arts conducted for interested students
- First prize in cricket tournament at University level for three consecutive years
- Third rank among 105 colleges in intercollegiate competition in cultural events
- Special sports coaching
- New building for Gymnasium under construction

For Reaccreditation :

1.   What were the evaluative observations made under Student Support and Progression in the previous assessment report and how have they been acted upon?

Ans.   The Evaluative observations made under the previous assessment report and the action taken-

Table 5.10 Evaluative Observations and Actions Taken

Evaluative Observation	*Response*
The peer team made a positive observation about the annual day programmes that "Innovative ventures such as Annual Days are programmes with varying themes and cent percent student participation".	Annual programs continue to be held with maximum student participation and with varying themes. Following are the themes of the last five years 2007-08- Vividha - Where Diversity Blends 2006 -07 Genext 2005-06 Ko-aham- in search of self 2004-05 Spectrum 2003-04 Rangotsav

2.   What are the other quality sustenance and enhancement measures undertaken by the institution since the previous assessment and accreditation with regard to Student Support and Progression?

Ans.   The other quality sustenance and enhancement measures undertaken by the institution since the previous assessment and accreditation with regard to Student Support and Progression are

- Inclusion of student representatives in all the major support services and academic bodies
- Quality Circles among the students
- Audit of support services
- Annual exhibitions on various themes with all departments participation
- Students' Voice Committee

CRITERION VI:
GOVERNANCE AND LEADERSHIP

6.1   Institutional Vision and Leadership

6.1.1   State the Vision and Mission statement of the institution

The vision of the college is

To enlighten and empower women to enhance the quality of society

MISSION

- To provide quality education without discrimination to one and all.
- To prepare economically and socially empowered, value oriented citizens.
- To develop competent, confident and positively inclined individuals.
- To prepare students for global competence
- To facilitate academically disadvantaged students to go for higher education.
- To enhance cultural identity and heritage among students.

6.1.1.a) Give details on how the institution ensures that the vision and mission statement of the institution is in tune with the objectives of the Higher Education policies of the Nation ?

Ans The objectives of Higher Education is well ingrained in the vision and mission statements of the college and it is seen in –

- Holistic development of students accomplished through academic, co-curricular and extra-curricular activities
- To imbibe values of truth and righteousness though value education, cooperation and mutual understanding by ensuring participation of each students in departmental association activities
- Its pledge to create a spirit of equality, fraternity and justice which is achieved by its policy of inclusion
- Its aim to empower women through its range of programme options

6.1.1.b) Give details on how the institution translates its vision statement into its activities ?

Ans.   To achieve institutional vision, the following steps have been undertaken -

Introduction of –

- Post Graduate courses in Hindi, Economics and Commerce
- Professional courses such as B.M.S. and B.C.A
- Career oriented programmes in Travel & Tourism, Fashion Designing, Entrepreneurship & Interior Designing
- Departmental certificate courses
- Compulsory 100 hours computer training for Under Graduate students
- Continuation of Enrichment courses in communication skills, personality grooming, yoga and meditation, Sanskrit and value oriented discourses are aimed to foster and strengthen the mental faculties and spiritual growth of the students.

To achieve all round development of students, they are encouraged to participate in -

- Sports like Kho-kho, Cricket, Malkhambh, volley-ball, table-tennis, and karate
- Activities through NSS, Janseva NGO, and para professional certificate course to make them aware of their commitment towards society.
- NCC training provides additional focus on cycling, mountaineering, river-rafting, rappelling etc
- Arogyam, the health care centre looks into the health requirements of the students.

6.1.2 Enumerate the Management's commitment, leadership-role and involvement for effective and efficient transaction of the teaching- learning processes?

Ans.   The management's commitment and involvement is reflected through the following:-

- Provision of infrastructural facilities and equipments wherever necessary.
- Provision of welfare schemes for staff and students
- Involvement of Management in organizing various workshops and seminars.

6.1.3   How does the management and the Head of the institution ensure that responsibilities are defined and communicated to the staff of the institution?

Ans.   The management and the Head of the institution define the major responsibilities and duties in the LMC meeting where there is a representation of teaching and non-teaching staff members. The decisions in the LMC meeting is communicated to the staff members through the representatives.

6.1.4   How does the Management/ Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the management, to review the activities of the institution?

Ans.   The management receives information about the college and its activities through:

- Regular meetings with the staff and principal
- Managing committee LMC and college committee meetings
- Feedback from all stakeholders
- College magazine
- IQAC newsletter.

6.1.5   How does the management encourage and support involvement of the staff for improvement of the effectiveness and efficiency of the institutional processes?

Ans.   The management encourages and supports the involvement of the staff through the following measures:

- Encouragement for Faculty Development
- Encouragement to participate in International, national, state, regional conferences and seminars
- Encouragement to undertake M.Phil., Ph.D. and Minor/Major Research.
- Making provision for equipments and books required for teaching learning process
- Appointment of faculty in case of leave vacancy
- Staff Welfare Activities and conducting health camps (Osteoporosis, ENT, Lipid profile, Cancer)
- Timely payment of salary

- Faculty entrusted with responsibility to act as leaders in academic and support service for effective functioning of the institutional processes

6.1.6   Describe the leadership role of the Head of the institution, in governance and management of the institution?

Ans. The guiding core value for institutional governance is creating conducive environment for individual development, institutional development and eventually societal development. The approach is not to emphasize hierarchical system of high control and top down orientation but to have a horizontal system of management with shared control orientation and delegation of power and responsibility.

- **Every employee is encouraged to take up new challenges**

(The office staff and teaching staff are encouraged to take up higher studies, research projects, TQM measures like Kaizen, 5-S and Quality circles)

- **The staff is encouraged to take up multidimensional roles**

(Besides the conventional roles the staff is motivated to take up multiple roles as leaders in different areas of institutional development like health, extension work and overall development of students)

- **Transparency encouraged at all levels**

(Decisions are taken in consultation with key functionaries- Principal, Supervisors, Heads of Departments, Registrar, and Librarian.)

- **Partnership roles are emphasized**

(Constructive suggestions are encouraged from all levels irrespective of hierarchy)

The leadership role of the Head of the institution in governance and management of the institution is depicted in the flow diagram, Fig. 6.1.

6.2 Organisational Arrangement

6.2.1 Give the organizational structure and details of the academic and administrative bodies of the institution. Give details of the meetings held, and the decisions taken by these bodies, regarding finance, infrastructure, faculty recruitment, performance evaluation of teaching and non-teaching staff, research and extension activities, linkages and examinations held during the last two years.

Ans

Table 6.1 Meetings Held for Administrative and Financial Governance

I		For Administrative and Financial Governance	
Sr. No.	Committees	No. of meetings held (during last 2 years)	Major decisions taken (Areas)
a)	Managing Committee	10	■ Welfare schemes like Insurance schemes for staff ■ Welfare scheme for students ■ Annual get-together with management ■ Employment opportunities for students ■ Assistance to Financial Assistance Committee
b)	L.M.C.	5	■ Infrastructural development ■ Facilities for students ■ Financial assistance to students ■ Recruitment of ad-hoc teachers ■ Payment of salary to staff of unaided sections
c)	College Committee	13	■ Infrastructural up gradation ■ Electrical requirements and amenities for classroom, hall, office, staff room, etc. ■ Purchase of software ■ UGC budget allocation ■ Appointment and confirmation of staff ■ Staff salary, sanction of different kinds of leave-study leave, maternity leave, medical leave, etc. ■ AMC - Annual maintenance contract
d)	Building repairing & construction committee	8	■ Decision regarding building repairs
e)	Financial Assistance Committee	6	■ Financial assistance to needy students ■ Scholarships/sponsorships

Table 6.2 Meetings Held for Academic Governance

II			For Academic Governance
a)	IQAC	20	▪ Seminars/ workshops on Quality Enhancement measures ▪ Exhibitions to disseminate information ▪ Introducing quality measures in academic field ▪ Feedback from all stakeholders
b)	Academic Council	6	▪ Performance evaluation of teaching staff ▪ Grievance Redressal of staff & students ▪ Extension activities ▪ Faculty Development Programme ▪ Linkages with university
c)	Heads as Managers	Monthly	▪ Organise seminars, workshops ▪ Monitor study-plan ▪ Departmental associations ▪ Need for faculty recruitment
d)	Examination Committee	6	▪ Examination reforms ▪ Review of results ▪ Action against users of unfair means
e)	Research and Extension cell	6	▪ Proposals for Minor/Major Research ▪ Proposal for seminar/ workshop ▪ Staff orientation on Research Methodology ▪ Departmental participation in the activities of Janseva NGO
f)	Library Committee	4	▪ Budget allocation for books ▪ Buying books ▪ Improvement in library services ▪ Audit of the library ▪ SWOT analysis

6.2.2 To what extent is the administration decentralized? How does the institution collaborate with different sections/departments and personnel of the institution to improve the quality of its educational provisions?

Ans. The administration is participatory and hence decentralized. The Head collaborates with departments to improve and maintain the qualitative standards of the institution. Student representatives are appointed in the different committees to make them feel involved in the functioning of the institution. The decentralized system enables delegation of power to various bodies as explained in the following diagram:

6.2.3   Does the institution have effective internal coordination and monitoring mechanism? If yes, specify.

Ans.   The internal coordination and monitoring is brought about by the following–

- IQAC
- Head of the Departments
- Convenors of Academic and Non-Academic bodies.
- Office bearers of various departments and associations.
- Student representatives in various committees

6.2.4   Does the institution have a Grievance Redressal Cell for its employees? If yes, what are its functions? List the number of grievances redressed during last two years.

Ans.   The decentralization of the organization helps in redressing all the grievances of the employees. The decentralized policy exercised by the Head of the institute encourages transparency and quick redressal of grievances (if any). Faculty representation at the LMC meeting also enables the staff to voice its grievances. Usually the grievances are resolved at college level i.e. between the Principal and the aggrieved.

6.2.5 How many times does the management meet the staff in an academic year? What are the major issues discussed during the last meeting?

Ans.   The management meets the staff twice a year. The major issues discussed during the last meeting are as under:-

- Welfare schemes for teachers and students
- Recognition to teachers awarded with Ph. D. special achievements and teachers who have attained superannuation.

6.2.6   Is there a cell to prevent sexual harassment of women staff? How effective is the functioning of the cell?

Ans.   Yes, the institution has Prevention against Sexual Harassment cell. The cell conducts awareness talks about the issues related to sexual harassment for students and staff. The cell has till date not received any complaints either from employees or from students.

6.3   Strategy Development and Deployment

6.3.1   Describe the procedure of developing the perspective institutional plan. How are the Teachers, Students and Administrators involved in the planning process?

Ans. Members of all departments and support services prepare the future plan on the basis of the need analysis and a series of discussions with members, student representatives' feedback and other stakeholders. This is then presented by the Principal in the LMC meeting. After approval by the LMC, the IQAC prepares the final plan and the same monitors the execution of the plan.

6.3.2   How are the objectives communicated and deployed to all levels, to ensure individual employee's contribution for the institutional development?

Ans.   The objectives of the proposed plan are displayed on the notice board at various places such as students' notice board, corridor, office etc for the information of the staff and students, besides communicating to the members during meeting of various committees. The vision and mission statements are also given in the college magazine.

6.3.3   List the different committees constituted for the management of different institutional activities? Give details of the meetings held and the decisions taken, regarding academic management, finance, infrastructure, faculty, research, extension and linkages, and examinations held during the last two years.

Ans.   Pl. also refer 6.2.1. In addition to the above mentioned committees, the committees that work for different institutional activities are as follows:

6.3.4 Has the institution an MIS in place, to select, collect, align and integrate data and information on the academic and administrative aspects of the institution?

Ans. Yes, the college has a MIS. The following diagram (Fig. 6.3) indicates the working of   the MIS.

6.3.5 Does the institution use the various data and information obtained from the feedback, in decision-making and performance information? If yes, give details?

Ans.   The IQAC collects feedback from all the stakeholders of the institution and the analysed data is discussed in IQAC meeting. On the basis of the analysis, future decisions are taken. Few of the major decisions taken after analysis of the feedback are listed below:-

- Toilet block separated from drinking water facility.
- Separate space for gymkhana
- Renovation of Classrooms
- Setting up Departmental libraries
- New Computer laboratory with 80 computers

6.3.6 What are the institution's initiatives for promoting co-operation, sharing of knowledge, innovations and empowerment of the faculty? (Skill sharing across departments, creating/providing conducive environment, etc.)

Ans. To promote co-operation, sharing of knowledge, innovations and empowerment of the faculty, the following steps have been taken-

The staff study circle has been set up to promote a feeling of camaraderie in the institution. Certain activities organized by the staff study circle are-

- Talks by faculty on common areas of interest
- Inviting experts from various fields viz, stress-management, voice modulation, RTI etc.
- Sharing of skills like computer knowledge, communication skills, etc. amongst teaching and non-teaching staff.
- Inter-disciplinary seminars wherein teachers share their knowledge and skills with students from other departments and faculty. Fostering harmony by promoting programmes like :-

  - Plays enacted, written and directed by teachers.
  - Sports meet for teaching and non-teaching
  - Dinner organised by Management for teaching staff

> ➢ Organising get-together through picnics and celebrating festivals

> ➢ Innovative ways of bidding farewell.

The non-teaching staff -

- Organizes Tarang – an intercollegiate competition by non-teaching for the staff of SNDT and Mumbai University.
- TQM groups work together to bring constructive changes in the present working style
- Share skills and build confidence amongst staff members during project presentations

6.4 Human Resource Management

6.4.1   What are the mechanisms for performance assessment (teaching, research, service) of faculty and staff? (Self-appraisal method, comprehensive evaluation by students and peers).   Does the institution use the evaluation to improve teaching/ research of the faculty and service of the faculty by other staff? If yes, how?

Ans.   The following mechanisms are used for faculty assessment:

- Self appraisal
- Appraisal by the Head of the Department
- Assessment of Principal, Vice-Principal, Supervisors by faculty
- Evaluation of teachers by students,
- Assessment of the Principal, Registrar, Staff and Librarian by the non-teaching staff.

The feedback results in discussions between the Principal, Faculty and Staff to review the feedback and take necessary steps to improve on them. For non-teaching staff, the Registrar and the Principal follow the same procedure.

6.4.2   What are the welfare measures for the staff and faculty? (Mention only those which affect and improve staff well-being, satisfaction and motivation)

Ans.   Welfare measures for staff and faculty:

- Medical checkup at a nominal charge
- Assured payment of salary by the management even if delayed by the government
- Financial assistance and help for Class IV employees as required.
- Group insurance scheme for staff

6.4.3   What are the strategies and implementation plans of the institution, to recruit and retain faculty and other staff who have the desired qualifications, knowledge and skills?

Ans.   Staff recruitment takes place as per Government and UGC norms.

To retain faculty and staff

- The institution strives to create amicable environment
- Provide staff welfare schemes
- Encourage teachers for upgrading their knowledge through research and faculty development programmes.

6.4.4   What are the criteria for employing part-time/adhoc faculty ? How are the recruitment conditions of part-time/adhoc faculty different from that of the regular faculty ? (Eg. Salary structure, workload, specializations).

Ans.   Part time faculty is recruited by the Selection Committee and the subject experts nominated by the University and they are paid according to UGC norms. They are recruited according to the workload requirements of the department. Visiting faculty for B.M.S., B.C.A. and PG are recruited through interviews and paid an honorarium on hourly basis.

6.4.5   What are the policies, resources and practices of the institution that support and ensure the professional development of the faculty ? (Eg. Budget allocation for staff development, sponsoring for advanced study, research, participation in seminars, conferences, workshops, etc. and supporting membership and active involvement in local, state, national and international professional associations) ?

Ans.   The money allocated by the UGC for Participation of Teachers in Academic Conference (PTAC) is distributed equally among teachers who attend seminars, conferences, workshops etc.   during the academic year.   The institution takes institutional membership from libraries such as BCL and American Centre for Studies which can also be used by individual faculty member.

6.4.6   How do you assess the needs of the faculty development? Has the institution conducted any staff development programmes for skill up-gradation and training of the staff? If yes, give details.

Ans.   The needs of the faculty are known through feedback, recommendations of LIC, NAAC and such governing bodies. Activities undertaken in the areas of skill up-gradation and training of the staff are -

- Training is provided in Quality Enhancement Techniques to teaching and non-teaching staff.
- Two workshops were arranged for the faculty in collaboration with NCQM (National Centre for Quality Management)
- Staff study circle organizes talks, seminars and orientations under Faculty Development Programme

- Computer training for teaching staff.

- Two state level workshops in collaboration with UGC were arranged for the non-teaching staff

- MS-CIT training at a concessional rate was provided to the non-teaching staff

- Communication skills classes were also provided for them.

- Interested Class IV employees are encouraged to take up training in book binding and gardening and are given job work for income augmentation.

- As an outcome of the training in quality enhancement techniques, projects are undertaken by the faculty and non-teaching staff to standardize activities aimed towards improving the functioning of the college processes.

6.4.7 What are the facilities provided to faculty? (Well-maintained and functional office, infrastructure and other space to carry out their work effectively etc.)

Ans.   The facilities provided to the staff are –

- Availability of computer along with internet facilities for teaching staff.

- Arrangement of cooler-cum-fridge for the staff.

- Cubicles in the library for reading and research work.

- Availability of inter library loan facilities from S.N.D.T. University Library, Mumbai University Library and other College Libraries affiliated to S.N.D.T. University

6.5   Financial Management and Resource Mobilization

6.5.1   Does the institution get financial support from the Government? If yes, mention the grants in the last three years under different heads. If no, give details of the sources of revenue and income generated during the last three years?

Ans.   The institution gets financial support from the Government under the following heads as depicted in table 6.4.

6.5.2. What is the quantum of resources mobilized through donations? Give information for the last two years.

Ans.

6.5.3   Is there adequate budget to cover the day-to-day expenses? If no, how is the deficit met?

Ans.   The grant-in-aid doesn't cover sundry expenses hence the day to day expenses are met by the college through its resources. In case of deficit, the management takes charge of expenses.

6.5.4 What are the budgetary resources to fulfill the institutions mission and offer quality programmes? (Budget allocations over the past two years (provide income expenditure statements)

Ans.   For Income- Expenditure statement kindly see Annexure 'D'

6.5.5   Are the accounts audited regularly? If yes, give the details of internal and external audit procedures and the audit reports for last two years.

Ans.   The internal audit is done regularly by the internal auditors appointed by the Managing Committee of the college. Supplementary external audit is done by the State and Central government.

(Audit Report attached separately, Annexure 'E')

6.5.6   Has the institution computerized its finance management systems? If yes, give details.

Ans.   Yes, the college software is computerized for maintaining –

- Accounts
- Salaries/ Form 16
- Merit
- Admissions
- Fees Collection
- Examination
- Student Data
- Identity Cards
- Income Tax – online filing of returns

6.6   Best Practices in Governance and Leadership

6.6.1. What are the significant best practices in Governance and Leadership carried out by the institutions?

Ans.   The significant best practices in Governance and Leadership carried out by the institutions –

- Decentralized organizational structure

- Leadership training provided to faculty

- Feedback mechanism

- Application of Quality tools in teaching, learning and administration

- Welfare programmes for staff

- Encouragement for faculty development

- Application of MIS

For Re-accreditation :

1.   **What were the evaluative observations made under Organisation and Management in the previous assessment report and how have they been acted upon ?**

Ans.   **Table 6.6   Evaluative Observations and Actions Taken**

Observation by NAAC	*Response*
More faculty development programmes may be organised	The staff study circle is a body which periodically arranges programmes for the faculty Experts are invited from other institutions Staff members from the college are also encouraged to present papers Activities organized - Workshop on Voice Modulation - Workshop on Stress Management - Workshop on Meditation - Workshop on RTI - Talk on "Gandhian Values in Everyday Life Knowledge sharing by Faculty - Plastic surgery and its origin - How to fill IT returns - Impact of Budget on the Teaching Community - Yogic discipline in Hinduism - Lecture on NAAC and its procedure

2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to organization and Management?

Ans.   The following changes have been brought after re-accreditation:

- IQAC has been set up as a guiding body
- Implementation of TQM
- Support services have been strengthened
- Creation of Students' Voice
- Feedback from all stakeholders
- Students' representation in various committees

CRITERION VII: INNOVATIVE PRACTICES

7.1 Internal Quality Assurance System

7.1.1 What mechanisms have been developed by the institution for quality assurance within the existing academic and administrative systems?

Ans. IQAC is the apex body which assures quality in administrative and academic system. The mechanism devised by IQAC for ensuring quality both in academic and administrative system is presented below in a tabular form:

7.1.2 What are the functions carried out by the above mechanisms in the quality enhancement of the institution?

Ans. The functions carried out by the above mechanisms are:

FEEDBACK MECHANISM

The IQAC collects feedback from all stake holders through questionnaires. The details of the same are as follows-

The feedback data collected is analyzed with the help of a statistician and used for quality enhancement. Also, the IQAC alongwith the Research Cell has undertaken a research project on "Stakeholders' voice- a study of feedback analysis for quality improvement strategies."

RESEARCH CELL

- Develop, facilitate and encourage research among teachers

ACADEMIC COUNCIL

- Planning and implementation of teaching - learning process along with the departmental activities is monitored by Academic Council
- Address the grievance of the students pertaining to teaching learning process

MENTORING

- Holistic development of the students

GRIEVANCE REDRESSAL CELL & STUDENTS' VOICE

- Help students talk about the grievance and inculcate belongingness & promote responsible behavior towards college.

STUDENTS' VOICE CELL

- Provides a platform to the students to share their views, voice their grievances and redress the grievances through face to face meetings with different heads like administrative staff and library staff.
- Works in co-operation with Students' Grievance Redressal Cell

STAFF STUDY CIRCLE

- Organizes Faculty Development Programmes

STUDENT INTELLECTUAL DEVELOPMENT PROGRAMMES

- Quiz, debates, paper presentations conducted by associations and departments.

7.1.3 What role is played by students in assuring quality of education imparted by the institution?

Ans. Students' participation in assuring quality education is ensured through -

- Student's representation in all important committees like IQAC, Students' Council, Departmental Associations, Library Committee, Students' Grievance Cell.
- Feedback by students.
- Quality circles among students.

7.1.4 What initiatives have been taken up by the institution to promote best practices in the institution? How does the institution ensure that the Best Practices have been internalized?

Ans. The institution has taken the following initiatives to promote best practices:

Internal and external Academic audit

- Bi-annual PTA meetings with parents of all students.
- Emphasis on regular attendance and review of attendance files by supervisors
- Review of study plan by HOD & supervisors.

- Preparation of Academic calendar by Academic council
- Collaboration with Young Buzz for career guidance and personality development.
- Incentives in the form of awards and certificates for maintaining cleanliness of premises /class room.
- 100% computer literacy in students

Exhibitions on

- Edutech- innovative methods in teaching
- Glimpses- scope of subjects
- Reaching Out- awareness of functions of the support services.

The institution ensures internalization of best practices through regular review and audit of the activities.

7.1.5 In which way has the institution added value to the quality enhancement of students?

Ans. The institution adds value to quality enhancement in students by:-

a) Conducting Value Enrichment classes   in association with:

- Brahmakumari Foundation for personality development
- Inner wheel club for health and general awareness
- Young Buzz for career awareness and leadership quality

b) Enhancing Leadership qualities through

- Quality Circles
- Training of Student leaders by Students' Council, NSS, NCC and departmental Associations
- Representation of students in different committees, namely IQAC, Prevention against Sexual Harassment Cell

7.2   Inclusive practices

7.2.1 What practices have been taken up by the institution to provide access to students from the following sections of the society?
- Socially-backward
  - Economically-weaker
  - Differently-abled

Ans. The practices taken up by the institution to provide access to students are:

a) For the Socially-backward-

- Scholarships by the Government of India

b) For the Economically-weaker students-

- Financial assistance

- Sponsorships

- Payment of fees in installments

- Book bank facilities

c) For the Differently-abled-

- Extra coaching for slow learners

- Initiatives to bring the differently abled into the main stream

- Sensitizing fellow students towards their needs.

7.2.1 What efforts have been made by the institution to recruit Staff from the disadvantaged communities? Specify?

Ans.   The institution has a linguistic minority status and yet believes in the philosophy of inclusion. The institution has given equal opportunities to disadvantaged community in recruitment of teaching and non-teaching staff.

a) Teaching –   Physically challenged – 01
                      SC   - 08
                      ST   -00
                      OBC   - 03

b) Non Teaching –   Physically challenged – 02
                      SC   - 22
                      ST   - 00
                      OBC   - 06
                      VJNT   - 07
                      SBC   - 03

7.2.2 What special efforts are made to achieve gender balance amongst students and staff?

Ans.   **Students**: The College caters to girl students only and so gender balance is not applicable.

   Staff: Appointments are made on the basis of merit. Male - female ratio is 21: 49

7.2.3 Has the institution done a gender audit and/or any gender-related sensitizing courses for the staff / students? Give details.

Ans. As the institution is a girl's college, the focus is on women's education. The curriculum of certain subjects stress on women's issues. Workshops/ seminars on gender and women related issues are organized regularly.

Table 7.3 Gender Sensitization

SUBJECT	PAPER	REMARKS
F.C.II	Women In Changing India	Women in changing India sensitize students towards gender issues.
F.C.III	One module on women's movements	A module in paper on "Current Concern" paper deals with this issue.
C.C.English (B.A.,B.Com)	Empowerment English	The paper sensitizes students on women's issues.

7.2.4 What intervention strategies have been adopted by the institution to promote the overall development of students from rural/tribal backgrounds?

Ans. The college is situated in the suburbs of Mumbai. As a result students from tribal/rural background do not form a part of the student population. The majority of students belong to the economically backward class.

7.2.5 Does the institution have a mechanism to record the incremental academic growth of the students admitted from the disadvantaged sections?

Although the institution does not have a mechanism to record the incremental academic growth of students admitted from the disadvantaged sections, the following table indicates their performance for the year 2006-07

7.2.6 What initiatives have been taken by the institution to promote social-justice and good citizenship amongst its students and staff? How have such initiatives reached out to the community?

Ans.   To promote social-justice and good citizenship amongst its students and staff, the initiatives taken by the institution are:

For social justice –

- The establishment of Women's Cell
- Setting up a Right to information cell
- Collaboration with Janseva NGO

For Good citizenship –

- Inculcation of good citizenship qualities through the curriculum, talks by experts, value education classes & workshops.
- Adoption of a village
- NCC
- NSS
- Legal literacy training programme in association with BMC women community workers.

For Reaching out to the community –

The Health Center (in collaboration with different departments) organizes-

- Eye Camp
- Blood donation camp
- Medical camp
- Dental Camp

7.3 Stakeholder relationships

7.3.1 How does the institution involve all its stakeholders in planning, implementation and evaluation of the academic programmes?

Ans. The stakeholders are involved in Planning, Execution and Evaluation-

The process of planning of academic programmes is through -

- Appointment of Student representatives in different academic bodies' viz., IQAC, departmental associations.
- Regular IQAC meetings

- Departmental meetings with Principal
- Stakeholders views and opinions taken through feedback
- Implementation of academic programmes is done through LMC, IQAC, Academic council
- P.T.A. and Alumni Meetings

7.3.2 How does the institution develop new programmes to create an overall climate conducive to learning?

Ans.   New programmes are incorporated with suggestions from –

- IQAC – IQAC is the controlling body which co-ordinates with all the stake holders to develop new programmes.
- Feed back mechanism – Suggestions through Feedback is taken from all Stakeholders.
- Suggestions from community – Need based programmes are organized.

7.3.3 What are the key factors that attract students and stakeholders, to the institution and result in stakeholder satisfaction?

Ans.   The attractive features of the institute:-
   a)   Instruction in four mediums viz., English, Hindi, Marathi and Gujarati

   b)   Zero rejection of students in admission

   c)   Good teacher-student rapport & mentoring

   d)   Women's College

   e)   Relaxation timings for special cases, such as working students, lactating mothers, married students

   f)   Installment facilities in payment of fees to needy student

   g)   Options in courses at degree, diploma & certificate level

7.3.4 How does the institution elicit the cooperation from all stakeholders to ensure overall development of the students, considering the curricular and co-curricular activities, research, community orientation and the personal! spiritual development of the students?

Ans.   The institute solicits co-operation from –

- Expert Alumni from the community in conducting workshops and seminars for the students.
- Active participation of students in different academic and non-academic bodies.
- Financial support to students from PTA, community and teaching staff

- Formal and informal linkages with industry and NGO's like Brahmakumaris, MARG, PRAYATNA for overall personality development of students.
- Disseminating Gandhian philosophy and value orientation of students in collaboration with Sarvoday Mandal (NGO)
- Academic peers from other institutions for knowledge sharing

7.3.5 How do you anticipate public concerns in your current and future programme offerings and operations?

Ans.   The institution anticipates public concern in our programme offering and operations through

- Sponsorship to students
- Job Opportunities
- Financial assistance for introducing new programmes
- Health & Medical care of Students
- Technical expertise

7.3.6 How does the institution promote social responsibilities and citizenship roles among the students? Does it have any exclusive programme for the same?

Ans.   The institute promotes citizenship roles and social responsibilities among students through:-

- Training in Gandhian philosophy
- Value education through Yoga, Sanskrit, Personality Development.
- NSS and NCC programmes
- Workshops (Leadership training programme & life skills training)
- Rally and exhibitions on social issues.
- Student involvement in different Committees and Associations.
- Para professional course in social work (Sociology department)

Apart from the extension programmes, an exclusive programme for developing citizenship roles and social roles is the Astitva project. The project involves training of select students who reach out to the society by working in the nodal centres set up in the community with the help of NGOs and locals.

7.3.7 What are the institutional efforts to bring community orientation in its activities?

Ans.   The institution brings community orientation in its activities through –

- Organizing Visits to Old Age Homes, institutions for Mentally Challenged and Orphanages.
- Community programmes organized by all the departments
- Medical camps
- Support to Mumbai Police during Ganesh Festival

7.3.8 How does your institution actively support and strengthen the neighborhood communities? How do you identify community needs and determine areas of emphasis for organizational involvement and support?

Ans.   The college has strong networking with neighboring communities. In association with them, the NSS unit and other Departments' conduct a survey of the neighborhood community & adopt tribal village and slum to identify the areas of concern and draw out need based programmes. The following activities have been conducted -

- Reaching out to the community through working in the nodal centers initiated by the college
- Financial security measures taught to villagers.
- Cleaning of wells and beaches
- Cleaning of adopted village and construction of roads
- Awareness to villagers on health issues

7.3.9   Describe how your institution determines student satisfaction relative to academic benchmarks? Do you update the approach in view of the current and future educational needs and challenges?

Ans.   The institution determines student satisfaction relative to academic benchmark through-

- Feedback from the students
- Comparing results of the college with university results

The Institute updates its approach in view of the current and future educational needs and challenges by-

- Introduction of technological advances in teaching/learning process.
- Usage of innovative evaluative methods like open book exams, objective type exams, projects and presentation, survey or research.

7.3.10 How do you build relationships?
a) to attract and retain students
b) to enhance students performance and
c) to meet their expectations of learning

Ans.   **a) To attract and retain students**

- Personal rapport is developed between students, parents and teachers

- Mentoring and counseling facility is developed for the students

- Providing education in four mediums

- Facility is given to pay fees in installment

- Bridge courses and remedial courses provided for academically weak students

b) To enhance students' performance

- Internal assessment of 30 marks.

- Regular class tests.

- Student–centric activities and innovative methods in teaching such as student paper presentation, Group Discussion, role play, presentation, etc.

- Internet facilities for research work

c) To meet their expectations of learning, the college offers

- Need based courses, COP and computer literacy programmes

- Book bank and departmental libraries

7.3.11 What is your complaint management process? How do you ensure that these complaints are resolved promptly and effectively? How are complaints aggregated and analyzed for use in the improvement of the organization, and for better stakeholder, relationship and satisfaction?

Ans.   The complaint management process of the college includes-

- Students' Grievance Redressal Cell- Complaints are collected through Student Grievance representatives and addressed by the Academic Council

- Students' Voice- For prompt redressal of the grievances, meetings are organized between aggrieved parties

- Feedback mechanism- Suggestions collected from the stake holders are analyzed and acted upon

1.   How are the Core Values of NAAC reflected in the various functions of the institution?

Table 7.5 *NAAC Core values and* **functions** *of the Institution*

NAAC Core values	Various functions of the Institution
a) Contribution to national development	◼ NCC, NSS and community oriented work by students
b) Fostering global competitiveness	◼ Emphasis on English Communicative skill ◼ Workshops on Personality development ◼ Coaching for competitive exam ◼ COP
c) Inculcating value system among students.	◼ Enrichment courses ◼ Linkages with Sarvodaya Mandal ◼ Brahmakumaris Research Foundation ◼ Yoga Classes
d) Promoting use of technology	◼ 100 hrs compulsory computer training for students. ◼ Free Internet facility ◼ Use of Audio video aids in teaching/learning process

e) Quest for Excellence	◼ Audit of departmental activities, library and support services
	◼ Adoption of TQM techniques
	  ➢ Quality Circles among faculty & students
	  ➢ Kaizen among the Non- Teaching
	  ➢ 5- 'S' among the Office Staff
	◼ Annual exhibitions on various themes related to quality enhancement
	◼ PTA meetings twice a year
	Feed back collected from all the stake holders.

Department of English

1. Faculty Profile- Adequacy and Competency of Faculty

Ans: The English Department has seven permanent members and three members on temporary basis. The qualifications and research details of the faculty are as follows:

- No. of PhD holders in the Department: 2
- No. of faculty with M. Phil degree in the Department: 2
- No. of faculty with NET/SET qualification in the Department: 4
- No. of faculty pursuing PhD in the Department: 1
- No. of faculty pursuing M. Phil in the Department: 4
- No. of faculty acting as research guide in the Department: 2

Academic Qualifications/ Name	Master's degree	Education Degree	Research degree	Other Diploma\ Certificates	NET/SET
Dr. M. Shome	M.A	D.H.E	P.hd		
Shubha Acharya	M.A	B.Ed			
Dr. V. Koppikar	M.A		P.hd		SET
Prabha Krishnan	M.A			Journalism	SET
T.Acharya	M.A		M.Phil	Journalism	
Sheena Soman	M.A	B.Ed			SET
Sujit Chandak	M.A				SET
Sharad Palve	M.A	B.Ed			
Sharad Tiwari	M.A				
Kavita Jhangiani	M.A	B.Ed			

2. Students Profile – Entry level competencies, socio economic status and language proficiencies.

Ans-

- Data on entry level competencies is not recorded
- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.
- Language proficiencies – Vernacular medium students have also been enrolled for the degree course in English, as a result the students' group is heterogeneous in language proficiency.

3   Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.

■ The following papers have undergone change in the last two academic years. The details are as below

Subject	*New Papers introduced*	*Modifications in*
English	Indian writing in English	All other papers

■ Contribution of the faculty in those changes- The Head of the department being a member of the Board of Studies, the views of the Department are represented in the meetings at the BOS.

4. Trends in the success and drop out rates of the students during the past two years-

Ans. The success rate of the students in the year 2006-07 and 2007-08 are 76.92% and 84.61 % respectively.

Dropout rates   -   not recorded.

5. Learning resource of the Departments- Library, Computers, Laboratory and other resources.
Ans.
■ No of Books in the institute library   -3,935
■ No of Books in the Departmental Library-   -50
■ No of Journals in the institute library   -1
■ No of computers   -Common

6. Modern teaching methods practiced and use of ICT in teaching learning

Ans: **Modern Teaching Methods**
■ Use of Internet
■ Film shows related to the text
■ Use of Audio Visuals Aids
■ Power point presentation

 Innovative Practices
■ Coaching for competitive examinations
■ Power point presentations by students
■ Dramatization of texts

- Language games
- Use of newspapers and dictionaries
- Role play

7. Participation of teachers in academic and personnel counseling of students

Ans: The department practices teacher–student mentoring programme. The other details are recorded in page no 78.

8. Details of faculty development programme and teachers who have been benefited during the past two years

Ans. In the last two academic years, the Department has not arranged any faculty development programmes for its staff members, however the Institution conducts such programmes at regular intervals.

9. Participation/Contribution of Teacher to academic activity including teaching, consultancy and research

Academic Qualifications/ Name	*Teaching Experience (Years)*		*Research*		*Research Guidance*
	UG	*PG*	*Completed*	*Ongoing*	
Dr.Mitalee. Shome	22		Minor Research 1		M.Phil Guide
Shubha Acharya	17		Minor Research 1		
Dr.Vijaya. Koppikar	14		Minor Research 1		
Prabha Krishnan	25			Minor Research 1	
Tamasha Acharya	15			PhD	M.Phil Guide
Sheena Soman	9			Minor Research 1	
Sujit Chandak	7	2	M.Phil		
Sharad Palve	3		M.Phil		
Sharad Tiwari	3		M.Phil		
Kavita Jhangni	3		M.Phil		

10. Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.

Ans. No linkages have been developed at State, National and International level.

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.

Ans. Area of research undertaken by the faculty in the form of minor research project sponsored by UGC-

- Smt. Sheena Soman- "Partition Literature: A Pedagogical Approach"
- Smt. Prabha Krishnan -"The World Ancient Myths: A Minefield of Wisdom"

Publication- Smt. Prabha Krishnan, senior lecturer from the department has edited two books. Seven faculty members are involved in developing course material for Distance education. The details are noted in page no 40 and 41.

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. The Department does not have a separate placement cell however students in the department in need of job assistance are forwarded to the institutions' placement cell.

13. Plan of action of the Department in the next five years.
Ans. **Future Plans**

- Competitive examination coaching for students
- Add on course in foreign language
- Student-student mentoring
- Extension work in reading to inmates of old-age home and NAB
- More publications by faculty
- Research activities by faculty members
- Seminars/ Workshops for Students and Teachers

Department of Gujarati

1. Faculty Profile- Adequacy and Competency of Faculty

The Gujarati Department consists of two permanent faculties. The qualifications and research details of the faculty are as follows:

- No of PhD holders in the Department: 1
- No of faculty with NET/SET qualification in the Department: 2
- No of faculty pursuing PhD in the Department: 1

Academic Qualifications/ Name	Master's degree	Education Degree	Research degree	Other Diploma\ Certificates	NET/SET
Dr. Kalpana Dave	M.A	B.Ed	Ph.D	Journalism	NET
Hitesh Panya	M.A				NET

2. Students Profile – Entry level competencies, socio economic status and language proficiencies.

Ans-

- Data on entry level competencies is not recorded
- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.
- Language proficiencies- Students enrolling for the degree course in Gujarati belong to the Gujarati community, as a result language proficiency of the students is good.

3. Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.

The following papers have undergone change in the last two academic years. The details are as below-

Subject	New Papers introduced	Modifications in
Gujarati	-	All papers

Contribution of the faculty in those changes- The head of the department being a member of the Board of Studies (BOS), the views of the Department is represented in the BOS meetings.

4. Trends in the success and drop out rates of the students during the past two years.
Ans. The success rate of the students in the year 2006-07 and 2007-08 are 100% and 84.61 % respectively.

Dropout rates -   not recorded

5. Learning resource of the Departments- Library, Computers, laboratory and other resources.
Ans.

- No of Books in the institute library   -5,218
- No of Journals in the institute library   -1
- No of computers   -Common

6. Modern teaching methods practiced and use of ICT in teaching learning

Ans:

Modern Teaching Methods

- Brain Storming

Innovative Practices

- Developing Writing Skills
- Voice Modulation
- Culture oriented activities
- Visit to libraries
- Meeting/Interviews with author
- Regular Intercollegiate activities

7. Participation of teachers in academic and personnel counseling of students

Ans: The details are recorded in page no 78

8. **Details of faculty development programmes and teachers who have been benefited during the past two years**

Ans. In the last two academic years, the Department has not arranged any faculty development programmes for its staff members, however the Institution conducts such programmes at regular intervals.

9. **Participation/Contribution of Teacher to academic activity including teaching, consultancy and research**

Name	Teaching Experience	Ongoing Research
Dr. Kalpana Dave	8	Minor Research 1
Hitesh Pandya	6	

10. **Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.**

Ans. Department has linkages with the following organization-

- Gujratino Adhyapak Sangh - Department in collaboration with the Sangh conducted 57th Conference of Gujratino Adhyapak Sangh. The event was sponsored by UGC.

- Matru Bhasha Abihyan Samiti - Department collaborated with the Samiti and organized one month training for school students in Gujarati to promote the regional language.

11. **Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.**

Ans. Area of research undertaken by the faculty

- Dr. Kalpana Dave is working on the minor research project sponsored by UGC
   Title of the project is "Biographical Novels in Gujarati Literature (From 1985 to 2005)"

- Publications- Publication details of the Faculty are recorded in page no 43.

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. The Department does not have a seperate placement cell however students in the department in need of job assistance are forwarded to the institutions' placement cell.

13. Plan of action of the Department in the next five years.

Ans Future Plans

- UGC Seminar on "Scope of Gujarati Literature in Present Era".
- Certificate course in Drama
- Diploma course in Translation
- Intercollegiate Competition
- Intercollegiate workshop on "Gujarati language and Computers."

Department of Marathi

1. **Faculty Profile- Adequacy and Competency of Faculty**

The Marathi Department is made up of two permanent and one temporary appointment. The qualification and research details of the faculty are as follows:

- No of M.Phill in the Department: 2
- No of faculty with NET/SET qualification in the Department: 2
- No of faculty pursuing PhD in the Department: 2

Academic Qualifications / Name	R. R. Jadhav	M. Dadrawala	Priti. K
Master's degree	M.A	M.A	M.A
Education Degree	B. Ed	DHE	
Research degree	M. Phil	M. Phil	
NET/SET	SET		SET

2. Students Profile – Entry level competencies, socio economic status and language proficiencies.

Ans-

- Data on entry level competencies is not recorded
- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.
- Language proficiencies- Students enrolling for the degree course in Marathi belong to the Maharashtrian community, as a result language proficiency of the students is good.

3. **Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.**

- The following papers have undergone change in the last two academic years. The details are as below

Subject	New Papers introduced	Modifications in
Marathi	(k) Striyan Sahitya (l) Natak ani Rangbhumi	All other papers

- Contribution of the faculty to those changes- The head of the department being a member of the Board of Studies (BOS), the views of the Department is represented in the BOS meetings.

4. Trends in the success and drop out rates of the students during the past two years-

Ans. The success rate of the students in the year 2006-07 and 2007-08 are 84.24 and 93.2 % respectively.

Dropout rates not recorded

5. Learning resource of the Departments- Library, Computers, laboratory and other resources.

Ans.

- No of Books in the institute library   -2,482
- No of Journals in the institute library   -2
- No of computers   -Common
- No of Books in the Departmental Library   -125

6. Modern teaching methods practiced and use of ICT in teaching learning

Ans: **Modern Teaching Methods**
- Use of Audio Visuals Aids

  Innovative Practices
- Book Review
- Akashwani programme by students
- Skilled based programme
- Paper presentation by students
- Association programme organized and carried out by students

7. Participation of teachers in academic and personnel counseling of students

Ans: The details are recorded in page no 78.

8. Details of faculty development programme and teachers who have been benefited during the past two years

Ans. In the last two academic years the Department has arranged two faculty development programmes for the faculty members of Marathi Department. The details of which are as follows:

- Seminar on "Different forms of Literature"
- Seminar on "Marathi Literature and Job Opportunities".

9. Participation/Contribution of Teacher to academic activity including teaching, consultancy and research

Name	R. R. Jadhav	M. Dadrawala	Priti. K
Teaching Experience	15	12	4
Minor Research Completed	1		

10. Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.

Ans. Department has developed   linkages with the following state level organization

- Dr. Anand Patil's Study Circle. Department in association with the Circle guide students for the competitive exams. Circle provides course material to the students at a subsidized rate.
- MARG- Department in association with the organization organizes workshops for students on "Personality Development" and "Leadership Qualities".
- Lokmanya Shikshan Santha (Ckikli) - Department in association with the Santha organizes educational tour for the students to acclimatize the students with the characters of the novel.

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.

Ans. Publication details of the Faculty are recorded in page no 39, 41 and 42 .

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. The department does not have a separate cell but guides the students to the institution's cell.

13. Plan of action of the Department in the next five years.

Ans Future Plans
- National level UGC sponsored three day Seminar on Folk Literature
- State Level Seminar on restructured syllabus of SYBA
- Lectures on Career Guidance / Vocational Courses
- Maharshi Karve Memorial Lectures
- Competitions on Literary Appreciation of Poetry, Book Review etc.
- Leadership Camp
- Dave Smiriti Chinah Intercollegiate competition
- Visit to Marathi Publication Centers like- Popular, Mauj and Majestic Rajya Vikas Sansthan
- Visits to the theatre and arranging theatre shows

Department of Hindi

1. Faculty Profile- Adequacy and Competency of Faculty

The Hindi Department consists of two permanent members. The qualification and research details of the faculty are as follows:

- No of PhD holders in the Department: 2

- No of faculty with NET/SET qualification in the Department: 1

Academic Qualifications / Name	Late Dr. H. Sharma	Dr. M. Guha	H. Thakkar
Master's degree	M.A	M.A	M.A
Education Degree	B. Ed		
Research degree	Ph. D	Ph. D	Ph. D
NET/SET			NET

2. Students Profile – Entry level competencies, socio economic status and language proficiencies.
Ans-

- Data on entry level competencies is not recorded

- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.

- Language proficiencies- Students enrolling for the degree course in Hindi belong to the Hindi speaking community, as a result language proficiency of the students is good.

3. **Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.**

- The following papers have undergone change in the last two academic years. The details are as below

Subject	New Papers introduced	Modifications in
Hindi	--	All papers

- Contribution of the faculty to those changes- The head of the department being a member of the Board of Studies (BOS), the views of the Department is represented in the BOS meetings.

4. Trends in the success and drop out rates of the students during the past two years-

Ans. The success rate of the students in the year 2006-07 and 2007-08 are 84.25 % and 93.4% respectively.

Dropout rates not recorded

5. Learning resource of the Departments- Library, Computers, laboratory and other resources.
Ans.

- No of Books in the institute library   -2,296
- No of Journals in the institute library   -1
- No of computers   -Common

6. Modern teaching methods practiced and use of ICT in teaching learning

Ans: Following are the modern teaching methods used by the Department

- Seminars organized by students
- Street Play
- Bhojpuri Setu Sammelan
- Library activities with Batras and others

7. Participation of teachers in academic and personnel counseling of students

Ans: The details are recorded in page no 78.

8. Details of faculty development programme and teachers who have been benefited during the past two years

Ans. In the last two academic years, the Department has not arranged any faculty development programmes for its staff members, however the Institution conducts such programmes at regular intervals.

9. Participation/Contribution of Teacher to academic activity including teaching, consultancy and research

Name	Late Dr. H. Sharma	Dr.M. Guha	H. Thakkar
Teaching Experience (UG/PG)	16/5	15/3	1
Minor Research Completed	1	1	

10. Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.

Ans. No linkages have been developed at State, National and International level.

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.

Ans. - Publication details of the Faculty are recorded in page no 42.

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. The Department does not have a seperate placement cell however students in the department in need of job assistance are forwarded to the institutions' placement cell.

13. Plan of action of the Department in the next five years.

Ans **Future Plans**
- ◼ Seminar and Workshops for students and teachers
- ◼ More extension activity

Department of Economics

1. Faculty Profile- Adequacy and Competency of Faculty

The Economics Department consists of nine permanent members and two members on a temporary basis. The qualification and research details of the faculty are as follows:

- No of PhD holders in the Department: 5

- No of faculty with M. Phil degree in the Department: 4

- No of faculty with NET/SET qualification in the Department: 2

- No of faculty pursuing PhD in the Department: 2

- No of faculty pursuing M. Phil in the Department: 2

- No of faculty acting as research guide in the Department: 1

Academic Qualifications/ Name	Master's degree	Education Degree	Research degree	Other Diploma\ Certificates	NET / SET
Dr.H.K.P. Singh	M.A	D.H.E	P.hd		
Dr. U. Gor	M.A		M.Phil/ P.hd		
SMT. J. Joshi	M.A	B.ED	M.Phil		
Dr. S.C. Patra	M.A		M.Phil/ P.hd		NET
Mr. K. Gupte	M.A		M.Phil		
Dr.C. Paul	M.A		P.hd	Diploma in Computer Application	SET
P.Sonnawane	M.A				
Dr.A.Mishra	M.A		P.hd		
Dr.B.Shukla	M.A		M.Phil/ P.hd		
Ms.V.Shette	M.A				

2. Students Profile – Entry level competencies, socio economic status and language proficiencies.

Ans-

- Data on entry level competencies is not recorded

- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.

- Language proficiencies- Department offers degree course in four mediums. In vernacular medium proficiency of the students is good. Vernacular medium students have also been enrolled for the degree course in Economics as a result the students' group is heterogeneous in language proficiency.

4. **Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.**

The following papers have undergone change in the last two academic years. The details are as below

Subject	New Papers introduced	Modifications in
Economics	All papers	-

- Contribution of the faculty to those changes- The head of the department being a member of the Board of Studies, the views of the Department is represented in the meetings.

4. Trends in the success and drop out rates of the students during the past two years-

Ans. The success rate of the students in the year 2006-07 and 2007-08 are 51.70% and 67.5 % respectively.

Dropout rates not recorded

5. Learning resource of the Departments- Library, Computers, laboratory and other resources.

Ans.

- No of Books in the institute library   -3,546
- No of Journals in the institute library   -4
- No of computers   -Common

6. Modern teaching methods practiced and use of ICT in teaching learning

Ans**: Modern Teaching Methods**

- Use of Internet
- Open book test

Innovative Practices

- Seminars by students

7. Participation of teachers in academic and personnel counseling of students

Ans: The details are recorded in page no 78.

8. Details of faculty development programme and teachers who have been benefited during the past two years

Ans. In the last two academic years, the Department has not arranged any faculty development programmes for its staff members, however the Institution conducts such programmes at regular intervals.

9. Participation/Contribution of Teacher to academic activity including teaching, consultancy and research

Academic Qualifications/ Name	Teaching Experience (UG/PG)	Research		Research Guidance
		Completed	Ongoing	
Dr. H.K.P. Singh	30/2			
Smt. U. Gor	24/2	Minor Research 1		
Smt J. Joshi	20			
Dr. S.C. Patra	17/7	Minor Research 1		M.Phil
Shri. K. Gupte	15			
Smt. Z. Thakkar	17			
Dr. C. Paul	13		Minor Research 1	
Shri.P.Sonawane	12			
Dr. A. Mishra	10/1			
Dr. B. Shukla	3			

10. Collaboration with other Departments/Institutions at the State, National and International level and their outcome during the past two years.

Ans. No linkages have been developed at State, National and International level.

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.

Ans. Area of research undertaken by the faculty

- Dr. Ceena Paul, is working on the minor research project sponsored by UGC and project title is "Indo-Vietnam Trade Relations- Challenges and Prospects

- P. Sonnawane works as co-coordinator in the following research projects – Jagruti. Project, Youth Development Index The projects have been developed by Students Welfare Department, S.N.D.T. University and sponsored by Times Centre for Youth development and Research .

Publication- Publication details of the Faculty are recorded in page no 40 and 41.

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. The Department does not have a seperate placement cell however students in the department in need of job assistance are forwarded to the institutions' placement cell.

13. Plan of action of the Department in the next five years.

Ans. **Future Plans**

- Two Seminars/workshops.
- Value added courses(one each year as per the need) in Consumer Awareness, Personal Income Tax, Quantitative Methods ,Family Budgets.
- Research work by Faculty.(Major,Minor research,PhD)
- Seminars/ Workshops arranged by Students.

Department of Sociology

1. Faculty Profile- Adequacy and Competency of Faculty

The Sociology Department has three permanent members and one member on a temporary basis. The qualification and research details of the faculty are as follows:

- No. of faculty with NET/SET qualification in the Department: 2
- No. of faculty pursuing PhD in the Department: 2
- No. of faculty pursuing M. Phil in the Department: 1

Academic Qualifications/ Name	Master's degree	NET/SET
S.Moses	M.A	SET
P.Narula	M.A	SET
S.Shah	M.A	
P.Sakariya	M.A	

2. 2. Students Profile – Entry level competencies, socio economic status and language proficiencies.

- Data on entry level competencies is not recorded
- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.
- Language proficiencies- Department offers degree course in two mediums- English and Gujarati.

3. Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.

- The following papers have undergone changes in the last two academic years. The details are as below

Subject	New Papers introduced	Modifications in
Sociology	a)Indian society issues and problems b)Social welfare and social registration	--

- Contribution of the faculty to the changes- The head of the department being a member of the Board of Studies, the views of the Department are voiced in the meetings.

4. Trends in the success and dropout rates of the students during the past two years-

Ans. The success rate of the students in the year 2006-07 and 2007-08 are 54.76 % and 85 % respectively.

Dropout rates have not been recorded.

5. Learning resource of the Departments- Library, Computers, laboratory and other resources.
Ans.

- No of Books in the institute library   -3,572
- No of Journals in the institute library   - 1
- No of Books in the Departmental library   -15
- No of computers   -Common

6. Modern teaching methods practiced and use of ICT in teaching learning

Ans: **Modern Teaching Methods**

- Use of Internet
- Open book test

Innovative Practices

- Seminars by students

7. Participation of teachers in academic and personal counseling of students.

Ans: The department has initiated student–student mentoring programme under the guidance of the faculty. The other details of academic and personnel counseling of students is recorded in page no 78.

8. Details of faculty development programme and teachers who have been benefitted during the past two years.

Ans. In the last two academic years, the Department has not arranged any faculty development programmes for its staff members, however the Institution conducts such programmes at regular intervals.

9. Participation/Contribution of Teacher to academic activity including teaching, consultancy and research

Academic Qualifications/ Name	Teaching Experience (UG/PG)	M.Phil / Ph.D (ongoing)
S.Moses	15	
P.Narula	17/01	Ph.D
S.Shah	12	Ph.D
P.Sakariya	4	M.Phil

10. Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.

Ans. . Department has developed linkages with the following state level organization

- BMC (P North Ward). Department collaborated with BMC (P North Ward) in creating awareness about pulse polio in the community.
- Khadi Gramudyog – Department in association with the organization organized exhibition and sale of khadi products.
- Bombay Sarvodya Mandal- Department in association with the organization organized exhibition and sale of books on Gandhian philosophy.

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.

Ans:The following staff members have registered for PhD and there topics are as follows

- Ms Shilpa Shah-A Study of Economic-Social problems and their status in the family of Parsi aged women.
- Ms Priyamvada Narula –A comparative study of Youth in organized and disorganized families.

Publication- Publication details of the Faculty are recorded in page no 41.

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. The Department does not have a seperate placement cell however students in the department in need of job assistance are forwarded to the institutions' placement cell.

13. Plan of action of the Department in the next five years.

Ans. **Future Plans**

- Development of linkage with Family Counseling Centre to
  Reduce the number of dropouts and encourage students to discuss personal
  issues
- Strengthen Departmental Library
- Collaborate with BMC to undertake community work
- Collaborate with Prayatna

Department of History

1. Faculty Profile- Adequacy and Competency of Faculty

The History Department has six permanent members and two members on a temporary basis. The qualification and research details of the faculty are as follows:

- No of PhD holders in the Department: 2
- No of faculty with NET/SET qualification in the Department: 3
- No of faculty pursuing PhD in the Department: 1
- No of faculty pursuing M. Phil in the Department: 4
- No of faculty acting as research guide in the Department: 1

Academic Qualifications / Name	Dr. R. Mishra	Sema Dalvi	Sonia Rane	Manoj Mishra	H. Mukane	R. Desai	P. Waghmare	Dr. S. Ghosal
Master's degree	M.A	M.A	M.A	M.A	M.A	M.A	M.A	M.A
Education Degree	B.Ed	B.Ed	B.Ed		B.Ed		B.Ed	B.Ed
Research degree	P.hd							P.hd
NET/SET	NET			NET		SET		

2. Students Profile – Entry level competencies, socio economic status and language proficiencies.

- Data on entry level competencies is not recorded
- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.
- Language proficiencies- Department offers degree course in three mediums- English Hindi, and Marathi.

3. Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.

The following papers have undergone change in the last two academic Years. The details are as below

Subject	New Papers introduced	Modifications in
History	a) Elements of Archeology & museology b) History of Maharashtra	All other papers

- Contribution of the faculty to those changes- The head of the department being a member of the Board of Studies, the views of the Department is represented in the meetings.

4. Trends in the success and drop out rates of the students during the past two years-

Ans. The success rate of the students in the year 2006-07 and 2007-08 are 78.94 % and 97% respectively.

Dropout rates not recorded

5. Learning resource of the Departments- Library, Computers, laboratory and other resources.

Ans.

- No of Books in the institute library   -3,407
- No of Journals in the institute library   - 3
- No of Books in the Departmental library   -120
- No of computers   -Common
- No of Books in the Book Bank   -223

6. Modern teaching methods practiced and use of ICT in teaching learning

Ans: **Modern Teaching Methods**

- Use of Internet
- Cinema as a medium of education
- Visits to places of Historical importance
- Visits to Numismatic Centre

  Innovative Practices

- Question Bank prepared by students
- For better career prospects the study of Numismatic and Museology has been introduced
- Involvement of Alumni in teaching learning process
- Certificate course in Travel and Tourism
- Certificate course in Modi script is conducted by the department

7. Participation of teachers in academic and personnel counseling of students

Ans: The details are recorded in page no 78.

8. Details of faculty development programme and teachers who have been benefited during the past two years

Ans. Department organized a certificate course on Modi Script for both students and faculty.

9. **Participation/Contribution of Teacher to academic activity including teaching, consultancy and research**

Name	Dr. R. Mishra	S. Dalvi	S. Rane	Manoj Mishra	H. Mukne	R. Desai	P. Waghmre	Dr.S. Ghosal
Minor Research Completed	1							
M.Phil/ PhD (ongoing)		M. Phil	M. Phil	Ph. D	M. Phil		M. Phil	
Teaching UG/PG Exprience (years)	15/10	15/2	15/2	7	11	16	5	10

10. Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.

Ans. . Department has developed linkages with the following state level organization

- Jagatik Marathi Parishad. Department in association with parishad runs a certificate course on "Modhi Script"
- National Institute of Numismatic Research Centre, Nasik- Department in association with the Centre organized a workshop on the study of coins.
- Khadi Gramudoyg – Department in association with the organization organized exhibition and sale of khadi products.
- Bombay Sarvodya Mandal- Department in association with the organization organized exhibition and sale of books on Gandhian philosophy

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.

Ans. Area of research undertaken by the faculty

- Dr. Ranjana Mishra, is working on the minor research project sponsored by UGC and project title is "Ancient Metallic Utensils Imparting Dynamism to Market"

Publication- Publication details of the Faculty are recorded in page no 39 and 44.

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. The Department does not have a seperate placement cell however students in the department in need of job assistance are forwarded to the institutions' placement cell.

13. Plan of action of the Department in the next five years.

Ans. **Future Plans**

- Two UGC sponsored National Seminars
- Study tour to South India
- Community work on Health
- Strengthening of certificate courses

Department of Psychology

1. Faculty Profile- Adequacy and Competency of Faculty

The Psychology Department has three permanent members and three members on a temporary basis. The qualification and research details of the faculty are as follows:

- No of faculty with NET/SET qualification in the Department: 2
- No of faculty pursuing PhD in the Department: 1
- No of faculty pursuing M. Phil in the Department: 2
- No of faculty holding M. Phil degree in the Department: 1

Academic Qualifications/ Name	Master's degree	NET/SET	Other Diploma\ Certificates	Research degree
A. Desai (retd.)	M.A			
J. Vora	M.A		Diploma in Youth in Development Work	
G. Patil	M.A		Certificate course in Psychotherapy for Drug Abuse	M.Phill
A. Seth	M.A	SET	Diploma in Counseling and Training in Psycho analysis	
V. Pawar	M.A			
S. Apandkar	M.A			
V. Patel	M.A			

2. Students Profile – Entry level competencies, socio economic status and language proficiencies.
Ans-

- Data on entry level competencies is not recorded
- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.
- Language proficiencies- Department offers degree course in three mediums- English, Gujarati and Marathi.

3. Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.

◼ The following papers have undergone change in the last two academic years. The details are as below

Subject	New Papers introduced	Modifications in
Psychology	a) Testing and Counseling b)Industrial Psychology c)Educational Psychology	All other papers

◼ Contribution of the faculty to those changes- The head of the department being a member of the Board of Studies, the views of the Department is represented in the meetings.

4. Trends in the success and drop out rates of the students during the past two years-

Ans. The success rate of the students in the year 2006-07 and 2007-08 are 61.84 % and 71 % respectively.

Dropout rates not recorded

5. Learning resource of the Departments- Library, Computers, laboratory and other resources.

Ans.

◼ No of Books in the institute library   -2,136
◼ No of Journals in the institute library   -2
◼ No of Books in the Departmental library   -85
◼ No of computers   -Common
◼ No of Books in the Book Bank   -76
◼ Equipments and test in the laboratory

Equipments				Psychological Test Material
Learning& Recognition	**Attention& Reaction Time**	**Psychophysics & Sensation**	**Intelligence & Emotion**	
• Wiggly block puzzle • Heart & bow puzzle • T. puzzle • Mechanical puzzle • Mirror drawing • Peterson's test • Memory drum • Stylus maze • Puzzle box • McDougall discs • Recognition photos	• Tachistoscope • Cards with dots • Reaction time apparatus with four components • Reaction time apparatus	• Muller Layer illusion • Weight Box • Audiometer • Earphone • Temperature rubber stamps • Esthesiometer • Plastic hair and needle rods • Temperature rods • Thermometer • Perimeter	• Passalong test • Koh's block design • Photographs depicting facial expressions	• 16 P.F. Test • Self – Esteem • Locus of Control • Reven's Progressive Matrices • Personality Adjustment inventory • A new test of creativity • Social Adjustment Inventory • Adjustment inventory for college students

6. Modern teaching methods practiced and use of ICT in teaching learning

Ans: **Modern Teaching Methods**

- Presentation by students on Power point and OHP
- Modern modes of presentation in the form of skits ,mime and mimicry

Innovative Practices

- Infotainment Programme
- Research work by students
- Student to student mentoring
- Mind Link Journal- a journal by students
- Mental Health week
- Quality Circle among students
- Involvement of Alumni in teaching learning process

7. Participation of teachers in academic and personnel counseling of students

Ans: The department has initiated student–student mentoring programme under the guidance of faculty. The other details academic and personnel counseling of students are recorded in page no 78.

8. Details of faculty development programme and teachers who have been benefited during the past two years

Ans. In the last two academic years, the Department has not arranged any faculty development programmes for its staff members, however the Institution conducts such programmes at regular intervals.

9. Participation/Contribution of Teacher to academic activity including teaching, consultancy and research

Name	Teaching Experience		Ongoing	
	UG	PG	M. Phil	Ph.D
A. Desai (retd)	23			
J.Vora	22			
G.Patil	18	2		
A.Seth	14			
V.Pawar	6		M.Phil	
S.Apandkar	6		M.Phil	
V.Patel	1			Ph. D

10. Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.

Ans. . Department has developed linkages with the following state level organization

- Dagra School for Mentally Challenged- Every year final year students work as assistant supervisor in the school for a period of six months.
- Times Centre for Youth development and Research – Final year students participated in the following workshops organized by the Centre a) Yoga theory and practices b) Manners and etiquettes.

  Head of the Department is associated with the Centre on their research project named Jagruti project.

- Prafulta- Department in association with the organization arranges Career Guidance seminar for the final year students.
- Akhil Hind Mahila Project- Department in association with the NGO works in the community in the following area – old age home and adolescents..
- Khadi Gram Udoyg- Department in association with the organization organized exhibition and sale of khadi products.
- Bombay Sarvodya Mandal- Department in association with the organization organized exhibition and sale of books on Gandhian philosophy

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.

Ans. Area of research undertaken by the faculty

- Head of the Department works as co-coordinator in the following research projects – a)Jagruti. Project b)Youth Development Index

The projects have been developed by Students Welfare Department, S.N.D.T. University and sponsored by Times Centre for Youth development and Research

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. The Department does not have a seperate Placement cell however students in the department in need of job assistance are forwarded to the institutions' placement cell.

13. Plan of action of the Department in the next five years.

Ans. **Future Plans**

- UGC Workshop on "Future Trends in Counseling"
- Research projects by faculty
- Extending scope of the Mind Link Journal from college level to intercollegiate level with inclusion of student research work
- Strengthening of extension work

Department of Child Care

1. Faculty Profile- Adequacy and Competency of Faculty

The Child Care Department has three permanent members and one member is appointed on a temporary basis. The qualification and research details of the faculty are as follows:

- No of faculty with NET/SET qualification in the Department: 3
- No of faculty holding Ph.D in the Department: 1

Academic Qualifications/ Name	Master's degree	NET/SET	Other Diploma\ Certificates	Research degree
Dr. D. Sharma	M.Sc	NET	Diploma in TQM (ongoing)	M. Phil., Ph. D.
M.Henry	M.Sc	SET		
O.Pereira	M.Sc	SET		
S.Ganga tirkar	M.Sc			

2. Students Profile – Entry level competencies, socio economic status and language proficiencies.

Ans-

- Data on entry level competencies is not recorded
- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.
- Language proficiencies- Department offers degree course in three mediums- English, Gujarati and Marathi.

3. Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.

- The following papers have undergone change in the last two academic years. The details are as below

Subject	New Papers introduced	Modifications in
Childcare	--	All papers

- Contribution of the faculty to those changes- The head of the department being a member of the Board of Studies, the views of the Department is represented in the meetings.

4. Trends in the success and drop out rates of the students during the past two years-

Ans. The success rate of the students in the year 2006-07 and 2007-08 are 56.92 % and 89 % respectively.

Dropout rates not recorded

5. Learning resource of the Departments- Library, Computers, laboratory and other resources.

Ans.

- No of Books in the institute library   -874
- No of Periodicals in the Institutional library   - 3
- No of computers   -Common

6. Modern teaching methods practiced and use of ICT in teaching learning

Ans: **Modern Teaching Methods**

- Role Play
- Sharing of experiences
- Best out of Waste
- Puppet show and Puppet making
- Display of Video shows

7. Participation of teachers in academic and personnel counseling of students

Ans: The details are recorded in page no 78

8. Details of faculty development programme and teachers who have been benefited during the past two years

Ans. In the last two academic years, the Department has not arranged any faculty development programmes for its staff members, however the Institution conducts such programmes at regular intervals.

9. Participation/Contribution of Teacher to academic activity including teaching, consultancy and research

Name	Teaching Experience		Research Completed
	UG	PG	
Dr. D. Sharma	16		Major Research
M. Henry	16	2	
O. Pereira	15		
S. Gangatirkar	4		

10. Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.

Ans. . Department has developed linkages with the following state level organization

- Praytna- Students of the Department in association with the NGO carries out community work in the neighbourhood.

- Department has linkages with the following schools-St Anne School, Playway School and Nutan Vidy, students of the Department assist the teaching faculty in the school.

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years

.
Ans. Publication details of the Faculty are recorded in page no 40 and 44.

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. The Department does not have a separate placement cell however students in the department in need of job assistance are forwarded to the institutions' placement cell.

13. Plan of action of the Department in the next five years.

Ans. **Future Plans**

- Plans to start Child Care subject in Hindi Medium

- Awareness programmes on Healthy Habits among Children

- State Level Seminar on Special Children

- Workshop on- Curriculum Planning in Nursery school

- Panel Discussion on Sex Education and Behavior Problems

- Workshop on Adolescence

Department of Music

1. Faculty Profile- Adequacy and Competency of Faculty

The Music Department consists of two staff members who are appointed on contract basis. The qualification and research details of the faculty are as follows:

- No of faculty with NET/SET qualification in the Department: 2
- No of faculty holding Ph.D in the Department: 1

Academic Qualifications/ Name	Master's degree	NET/SET	Research degree
B. Patel	M.A	NET	
Dr. A. Thatte	M.A, LLB, Sangeet alankar	NET	Ph.D

2. Students Profile – Entry level competencies, socio economic status and language proficiencies.

Ans-

- Data on entry level competencies is not recorded

- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.

- Language proficiencies- Department offers degree course in three mediums- English, Hindi and Marathi.

3. Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.

- The following papers have undergone change in the last two academic years. The details are as below

Subject	New Papers introduced	Modifications in
Music	1) New practical paper for S.Y.B.A.	All other papers

- Contribution of the faculty to those changes- The head of the department being a member of the Board of Studies, the views of the Department is represented in the meetings.

4. Trends in the success and drop out rates of the students during the past two years-

Ans. The success rate of the students in the year 2006-07 and 2007-08 are 66.66% and 100 % respectively.

Dropout rates not recorded

5. Learning resource of the Departments- Library, Computers, laboratory and other resources.
Ans.

- No of Books in the institute library   - 148
- No of Periodicals in the Institutional library   - 1
- No of computers   -Common
- No of audio/video cassettes in the departmental library -45/10
- No of musical instruments   -10
- No of electronic musical instruments   -2
- World space Radio

6. Modern teaching methods practiced and use of ICT in teaching learning
Ans: **Innovative practices**

- Projects on Ragas, Film songs ,Folk music
- Involvement of majority students in Raag based programme on Annual Day
- Listening Sessions in Classrooms and Concerts

7. Participation of teachers in academic and personnel counseling of students

Ans: The details are recorded in page no 78.

8. Details of faculty development programme and teachers who have been benefited during the past two years

Ans. In the last two academic years, the Department has not arranged any faculty development programmes for its staff members, however the Institution conducts such programmes at regular intervals.

9. Participation/Contribution of Teacher to academic activity including teaching, consultancy and research

Name	Teaching Experience	
	(UG/PG)	
B.Patel	6	
Dr.A.Thatte	6	7

10. Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.

Ans. . Department has developed linkages with the following state level organization

- Music Organization of Mumbai Suburbs- Students of the Department attend the programmes organized by the organization.

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.

Ans Research and Publication- nil

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. The Department does not have a separate placement cell however students in the department in need of job assistance are forwarded to the institutions' placement cell.

13. Plan of action of the Department in the next five years.

Ans. **Future Plans**

- Proposal for Two Day UGC sponsored National Level Seminar
- Record an Audio CD of prayers by students
- Educational Tour to Pune Sawai Gandharva Mahotsav for Concert
- Participation in Mumbai Akashvani Marathi YuvaVani Programme
- Performance by students at Old Age Homes and Orphanages
- Conduct Inter-collegiate Group singing and solo singing competition

Department of Commerce, Statistics & Law

1. Faculty Profile- Adequacy and Competency of Faculty

The Commerce Department has six permanent members and four members on a temporary basis. The qualification and research details of the faculty are as follows:

- No of PhD holders in the Department: 2
- No of faculty with M. Phil degree in the Department: 3
- No of faculty with NET/SET qualification in the Department: 1/1
- No of faculty pursuing PhD in the Department: 1
- No of faculty pursuing M. Phil in the Department: 6
- No of faculty acting as research guide in the Department: 1

Academic Qualifications/ Name	Master's degree	Education Degree	Research degree	NET/SET
P.G. Jadhav	M.Com	B.Ed		
Dr. J. Mehta	M.Com		M. Phil, Ph.D	
P.Easwaran	M.Com			
S.Prabhu	M.A/ M.Com			SET
S.Vora	M.Com			
P.Kajal	M.Com			
B.Shinde	M.Com			
Milind Bhuva	M.Com			NET
D.Kotadia	M.sc			
Shobha Dighe	M.Com, LLB, LLM			
R.R. Shah	M.Com	B.Ed		
Francis Lobo	M.P.M			
Yasmin Zaveri	M.Com	B.Ed	M. Phil, Ph.D	
Sakshi Khatri	M.Com	D.P.M	M. Phil	
Stanly D'Souza	M.Com			

2. Students Profile – Entry level competencies, socio economic status and language proficiencies.
Ans-

- Data on entry level competencies is not recorded
- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.
- Language proficiencies- Department offers degree course in two mediums- English and Gujarati.

3. Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.

- The following papers have undergone change in the last two academic years. The details are as below

Subject	New Papers introduced	Modifications in
Commerce	--	All papers

Contribution of the faculty to those changes- The head of the department being a member of the Board of Studies, the views of the Department are represented in the meetings.

4. Trends in the success and drop out rates of the students during the past two years-

Ans. The success rate of the students in the year 2006-07 and 2007-08 are 80 %% and 86% respectively. Dropout rates not recorded

5. Learning resource of the Departments- Library, Computers, laboratory and other resources.
Ans.
- No of Books in the institute library   -3,322
- Departmental Library-   -35
- No of Journals in the institute library   --
- No of computers   -Common

6. Modern teaching methods practiced and use of ICT in teaching learning

Ans: Modern Teaching Methods

- Use of Internet by students and teachers

Innovative practices

- Involvement of Alumni in teaching learning process
- Group discussions and debates
- Quiz competition
- Coaching for competitive exams
- Special coaching for low profile students
- Industrial visits

7. Participation of teachers in academic and personnel counseling of students

Ans: The details are recorded in page no 78.

8. Details of faculty development programme and teachers who have been benefited during the past two years

Ans. In the last two academic years, the Department has not arranged any faculty development programmes for its staff members, however the Institution conducts such programmes at regular intervals.

9. Participation/Contribution of Teacher to academic activity including teaching, consultancy and research

Academic Qualifications/ Name	Teaching Experience (Years) UG/PG	Research Ongoing	Research Guidance
P.G. Jadhav	16	M.Phil	
Dr. J. Mehta	17/1		M.Phil
P.Easwaran	2	M.Phil	
S.Prabhu	7	Ph.D	
S.Vora	15	M.Phil	
P.Kajal	6	M.Phil	
B.Shinde	5	M.Phil	
Milind Bhuva	1	M.Phil	
D.Kotadia	18		
R.R. Shah	38		
Francis Lobo	10	M.Phil	
Yasmin Zaveri	10		
Sakshi Khatri	8		
Stanly D'Souza	7		

10. Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.

Ans. Department has developed linkages with the following organization-

- Punjab National Bank Every year, the Department organizes a seven day workshop for the students of second year and third year B.Com on Banking operation

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.

Ans. Research undertaken by the faculty -Nil

Publication details are noted in page 43.

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. The Department does not have a separate placement cell however students in the department in need of job assistance are forwarded to the institutions' placement cell.

13. Plan of action of the Department in the next five years.

Ans. **Future Plans**

- Guest lectures on Entrepreneurship Skills
- Workshop on preparation of Effective Advertisements
- Workshop on   Recent Developments in Financial Markets
- Workshops on communication skills
- Workshop for Competitive Exams
- Develop linkages with industries
- Inter- collegiate competition on Ad Mimicry
- State Level Seminar
- Interdisciplinary Seminar
- Poster painting on Global Warming
- Proposal for Minor Research
- Organizes Industrial tours

Department of Accountancy

1. Faculty Profile- Adequacy and Competency of Faculty

The Accountancy Department has three permanent members and one member is appointed on a temporary basis. The qualification and research details of the faculty are as follows:

- No of PhD holders in the Department: 1
- No of faculty pursuing M. Phil degree in the Department: 1
- No of faculty with NET/SET qualification in the Department: 1

Academic Qualifications/ Name	Master's degree	Other Diploma\ Certificates	Research degree	NET/ SET
N.R. Dalal (Retd.)	C.A			
M. B. Joshi	C.A./ LLB	Diploma in Journalism		
Parag Thaker	C.A / M.Com			
Rajesh Cheda	C.A.		Ph. D	SET
Pramila Kunder	M.Com			

2. Students Profile – Entry level competencies, socio economic status and language proficiencies.

Ans-

- Data on entry level competencies is not recorded
- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.
- Language proficiencies- Department offers degree course in two mediums- English and Gujarati.

3. Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.

- The following papers have undergone change in the last two academic years. The details are as below

Subject	New Papers introduced	Modifications in
Accountancy	--	All papers

- Contribution of the faculty to those changes- The head of the department being a member of the Board of Studies, the views of the Department is represented in the meetings.

4. Trends in the success and drop out rates of the students during the past two years-

Ans. The success rate of the students in the year 2006-07 and 2007-08 are 78 % and 85% respectively. Dropout rates not recorded

5. Learning resource of the Departments- Library, Computers, laboratory and other resources.

Ans.

- No of Books in the institute library   -3,322
- No of computers   -Common

6. Modern teaching methods practiced and use of ICT in teaching learning

Ans: **Modern Teaching Methods**

- Use of Internet and Computers by students

Innovative practices

- Special coaching for low profile students
- Placement activities under taken by the Department

7. Participation of teachers in academic and personnel counseling of students

Ans: The details are recorded in page no 78

8. Details of faculty development programme and teachers who have been benefited during the past two years

Ans. In the last two academic years, the Department has not arranged any faculty development programmes for its staff members, however the Institution conducts such programmes at regular intervals.

9. Participation/Contribution of Teacher to academic activity including teaching, consultancy and research

Name	Teaching Experience (Years) UG/PG	Research Ongoing
N.R. Dalal (Retd)	21	
M.B.Joshi	24	
Parag Thaker	16	M.Phil
Rajesh Chedda	14	Ph.D.
Pramila Kunder	5	

10. Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.

Ans. Department has not developed any linkages with other Departments/Institution at the State, National and International level

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.

Ans. Research and publication- Nil

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. The Department does not have a separate placement cell however students in the department in need of job assistance are forwarded to the institutions' placement cell.

13. Plan of action of the Department in the next five years.

Ans. **Future Plans**

- National Level UGC seminar on "Reforms in Financial Sector"
- Course on Opportunities in Stock Market
- To prepare students for Tax Return Preparer
- Survey on Organized and Un-Organized Retailers
- International Multidisciplinary Seminar on " India an Emerging Economic Giant"

Bachelor of Computer Application

1. Faculty Profile- Adequacy and Competency of Faculty

The Bachelor of Computer Application course has one full time and eleven visiting faculty. The qualification and research details of the faculty are as follows:

- No. of PhD holders in the Department: 1
- No. of M. Phil degree holders in the Department: 2
- No. of faculty with NET/SET qualification in the Department: 1
- No. of faculty pursuing M. Phil in the Department: 2

Academic Qualifications/ Name	Master's degree	Other Diploma\ Certificates	Research degree	NET/SET
R.R. Shah	M.Com	B.Ed		
Preeti Jain	M.C. A.			
Florence Noah	M.Sc		M.Phil	
Sanjay Deore	M.C.A			
Sumati S.	M.C.A.			
Manasi D.	B.Tech			
Manasi Ghule	M.C. A.			
	M.A			

2. Students Profile – Entry level competencies, socio economic status and language proficiencies.
Ans-

- Data on entry level competencies is not recorded
- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.
- Language proficiencies- Department offers degree course in English. The students group is heterogeneous in nature

3.Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.

- The following papers have undergone change in the last two academic years. The details are as below

Course	New Papers introduced	Modifications in
BCA	--	All papers

- Contribution of the faculty to those changes- Faculty being a member of the Board of Studies, the views of the Department is represented in the meetings.

4. Trends in the success and drop out rates of the students during the past two years-

Ans. The success rate of the students in the year 2007-08 was 90%. Dropout rates not recorded

5. Learning resource of the Departments- Library, Computers, laboratory and other resources.
Ans.

- No of Books in the institute library   -962
- No of Journals in the institute library   -5
- Computer laboratory with   -80 computers

6. Modern teaching methods practiced and use of ICT in teaching learning

Ans: **Modern Teaching Methods**

- Power Point Presentation

Innovative practices

- MIS developed for the college by the Students
- Seminar on Physiology and Sex Education
- Workshops on Communication Skills and Personality Development
- Project given in all papers

7. Participation of teachers in academic and personnel counseling of students

Ans: The details are recorded in page no 78.

8. Details of faculty development programme and teachers who have been benefited during the past two years

Ans. In the last two academic years, the Department has not arranged any faculty development programmes for its staff members, however the Institution conducts such programmes at regular intervals.

9. Participation/Contribution of Teacher to academic activity including teaching, consultancy and research

Name	Teaching Experience UG/PG	Research Ongoing
R R Shah	38	-
Preeti Jain	05	-
Florence Noah	03	-
Sanjay Deore	10	M Phil
Sumati S	6 months	-
Mansi D	03	-
Mansi Ghule	03	-

10. Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.

Ans. Department has collaboration with JanSeva NGO where the BCA students give free of cost computer training to the underprivileged students. The department also has collaboration with Disha NGO. It does not have linkages at the State, National and International level

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.

Ans. Research and publication- Nil

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. First batch of the students has passed out in the year 2007-08.

13**. Plan of action of the Department in the next five years.**

Ans **Future Plans**

- Value added courses—Multi Max, DLL
- Personality Development and Communication Skills
- Mental Power Development Workshop
- To introduce PG course

Bachelor of Management Studies

1. Faculty Profile- Adequacy and Competency of Faculty

Ans. The course in Bachelor of Management Studies has one full time and eleven visiting faculty. The qualification and research details of the faculty are as follows:

No of PhD holders in the Department: 1

No of M. Phil degree holders in the Department: 2

No of faculty with NET/SET qualification in the Department: 1

No of faculty pursuing M. Phil in the Department: 2

Academic Qualifications/ Name	Master's degree	Other Diploma\Certificates	Research degree	NET/ SET
R.R. Shah	M.Com	B.ED		
Francis Lobo	M.P.M			
Yasmin Zaveri	M.Com	B.ED	M.Phil, Ph.D	
Florence Noah	M.Sc		M.Phil	
Dimple Makhija	M.A			
Sanjay Deore	M.C.A			
V.Selvan	M.Com			
Shoba Dighe	M.Com	LLB, LLM		
Sangeeta Jain	M.Com			SET
V. Bangera	M.A	B.Ed		
A.R.Shah	M.A			
D.S. Kotadia	M.S.C			

2.Students Profile – Entry level competencies, socio economic status and language proficiencies.

Ans

■ Data on entry level competencies is not recorded

■ Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background

■ Language proficiencies – The students' group is heterogeneous in language proficiency.

3. Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.

- The following papers have undergone change in the last two academic years. The details are as below

Course	New Papers introduced	Modifications in
BMS	--	All papers

- Contribution of the faculty to those changes- Faculty being a member of the Board of Studies, the views of the Department is represented in the meetings.

4. Trends in the success and drop out rates of the students during the past two years-

Ans. The success rate of the students in the year 2006-07 and 2007-08 are 69.23 % and 90 % respectively.

Dropout rates not recorded

5. Learning resource of the Departments- Library, Computers, laboratory and other resources.
Ans.

- No of Books in the institute library   -2165
- No of Journals in the institute library   -14
- No of Periodicals in the institute library   -10

6. Modern teaching methods practiced and use of ICT in teaching learning

Ans **Modern Teaching Methods**

- Power Point Presentation

Innovative practices

- Student-student mentoring
- Preparation of multi-lingual dictionary
- Seminar on Sex education

7. Participation of teachers in academic and personnel counseling of students

Ans: The details are recorded in page no. 78.

8. Details of faculty development programme and teachers who have been benefited during the past two years

Ans. In the last two academic years, the Department has not arranged any faculty development programmes for its staff members, however the Institution conducts such programmes at regular intervals.

9. Participation/Contribution of Teacher to academic activity including teaching, consultancy and research

Academic Qualifications/ Name	Teaching Experience (Years) UG	Research Ongoing
R.R. Shah	38	
Francis Lobo	10	M.Phil
Yasmin Zaveri	10	
Florence Noah	6	
Dimple Makhija	5	
Sanjay Deore	10	
V.Selvan	14	
Shoba Dighe	13	
Sangeeta Jain	7	M.Phil
V. Bangera	25	
A.R.Shah	10	
D.S. Kotadia	18	

10. Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.

Ans. Department has not developed any linkages with other Departments/Institution at the State, National and International level

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.
Ans. Research and publication- Nil

12. Placement record of the past students and the contribution of the department to aid student placements.
Ans. The Department provides the service of placement and the department has been able to place 90 percent of its students.

13. Plan of action of the Department in the next five years.

Future Plans

- Yoga training for students
- Mental power development Programme
- Computerized accounting (Tally 7.5)
- Training in Research Methodology
- Computer Training to socially deprived students in association with Astitwa
- Post- Graduate professional courses -MMS ,MBA
- Workshop on SWOT Analysis
- Legal Literacy Workshop

Department of Post –Graduate Studies

1. Faculty Profile- Adequacy and Competency of Faculty

Ans. Department of Post–Graduate studies consists of fourteen visiting faculties. The qualification and research details of the faculty are as follows:

- No. of PhD holders in the Department: 10
- No. of M. Phil degree holders in the Department: 1
- No. of faculty with NET/SET qualification in the Department: 2
- No. of faculty pursuing M. Phil in the Department: 1
- No. of faculty pursuing PhD in the Department: 2

Academic Qualifications/ Name	Masters' degree	Research degree	NET/ SET
Milind Bhuba	M.Com		NET
Dharasan Pagdhare	M.Com. C.A		
Jayshree A Dhoot	M.Com. C.A		
Dr.S.C. Patra	M.A	M.Phil/ Ph. D	NET
Dr.A. K, Mishra	M.A	Ph.D	
Dr.G.K. Kalkoti	M.A	Ph.D	
Mrs S. Narayan	M.A		
Mrs Shivangi Triparti	M.A	Ph.D	
Dr (Mrs) Pragnya Shukla	M.A	Ph.D	
Dr Anjana G.K. Vijan	M.A	Ph.D	
Dr (Mrs) Sudha Sharma	M.A	Ph.D	
Dr (Mrs) Santosh Kaul	M.A	Ph.D	
Dr (Mrs) Sunita Mishra	M.A	Ph.D	
Dr. M.Guha	M.A	Ph.D	

2.Students Profile – Entry level competencies, socio economic status and language proficiencies.

Ans-

- Data on entry level competencies is not recorded
- Socio economic status – Department specific record is not maintained, however most of the students belong to the middle class and lower middle class background.
- Language proficiencies – The students' group is heterogeneous in language proficiency.

3. **Changes made in the course or programmes in the past two years and the contribution of the faculty to those changes.**

■ The following papers have undergone change in the last two academic years. The details are as below

Course	New Papers introduced	Modifications in
Post graduate in studies	--	All papers

Contribution of the faculty to those changes- Faculty being a member of the Board of Studies, the views of the Department is represented in the meetings.

4. **Trends in the success and drop out rates of the students during the past two years-**

Ans. Students results for the year 2006-07 and 2007-08 are as follows-

Course	2006-07 %	2007-08 %
M.A. (Economics)	79.41	Results not declared
M.A. (Hindi)	100	Results not declared
M..com	69	70

Dropout rates not recorded

5. **Learning resource of the Departments- Library, Computers, laboratory and other resources.**
Ans.

■ No of Books in the institute library   -254

■ No of Journals in the institute library   -5

6. **Modern teaching methods practiced and use of ICT in teaching learning**

Ans **Modern Teaching Methods**

■ Use of Internet

■ Power Point Presentation

 Innovative practices

■ Book Review

■ Report Writing

■ Dramatization of stories by theatre personality

7. **Participation of teachers in academic and personnel counseling of students**

Ans: The details are recorded in page no. 78

8. Details of faculty development programme and teachers who have been benefited during the past two years

Ans. In the last two academic years, the Department has not arranged any faculty development programmes for its staff members, however the Institution conducts such programmes at regular intervals.

9. Participation/Contribution of Teacher to academic activity including teaching, consultancy and research activity

Academic Qualifications/ Name	Teaching Experience (Years) UG/PG	Research Ongoing
Milind Bhuba	5	M.Phil
Dharasan Pagdhare	10	
Jayshree A Dhoot	5	
Dr.S.C. Patra	17	
Dr.A. K, Mishra	10	
Dr.G.K. Kalkoti	25	
Mrs S. Narayan	25	Ph.D
Mrs. Shivangi Triparti	5	Ph.D
Dr (Mrs) Pragnya Shukla	37	
Dr Anjana G.K. Vijan	12	
Dr (Mrs) Sudha Sharma	8	
Dr (Mrs) Santosh Kaul	18	
Dr (Mrs) Sunita Mishra	15	
Dr. M.Guha	14	

10. Collaboration with other Departments/Institution at the State, National and International level and their outcome during the past two years.

Ans. Department has not developed any linkages with other Departments/Institution at the State, National and International level

11. Priority areas for research and the details of the ongoing projects, important and noteworthy publications of the faculty during the past two years.

Ans. Research- Nil.   Publication- The details are noted in page 40.

12. Placement record of the past students and the contribution of the department to aid student placements.

Ans. Details recorded in page no 127

13. Plan of action of the Department in the next five years.

Future Plans

- To start a Research centre
- To publish a refereed journal.
- Introduction of M.Phil course