



Yearly Status Report - 2019-2020

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	SMT. MANIBEN M. P. SHAH WOMEN'S COLLEGE OF ARTS AND COMMERCE
Name of the head of the Institution	Leena Rajan Raje
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02224042362
Mobile no.	9920385557
Registered Email	021.mmpshah@gmail.com
Alternate Email	rajeleena@gmail.com
Address	Smt. Parmeshwari devi Gordhandas Garodia Educational Complex 338, R.A.Kidwai Road, Matunga
City/Town	Mumbai
State/UT	Maharashtra

Pincode	400028																														
2. Institutional Status																															
Autonomous Status (Provide date of Conformant of Autonomous Status)	01-Jun-2019																														
Type of Institution	Women																														
Location	Urban																														
Financial Status	Self financed and grant-in-aid																														
Name of the IQAC co-ordinator/Director	Madhavi Sathe																														
Phone no/Alternate Phone no.	02224095869																														
Mobile no.	9892544080																														
Registered Email	misathe@gmail.com																														
Alternate Email	iqac@mmpshahcollege.in																														
3. Website Address																															
Web-link of the AQAR: (Previous Academic Year)	https://www.mmpshahcollege.in/images/pdf/AQAR-Report-2018-2019.pdf																														
4. Whether Academic Calendar prepared during the year	Yes																														
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.mmpshahcollege.in/calender.php																														
5. Accrediation Details																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B+</td> <td>77.25</td> <td>2004</td> <td>08-Jan-2004</td> <td>07-Jan-2009</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.61</td> <td>2013</td> <td>25-Oct-2013</td> <td>24-Oct-2018</td> </tr> <tr> <td>3</td> <td>B++</td> <td>2.88</td> <td>2019</td> <td>09-Aug-2019</td> <td>08-Aug-2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B+	77.25	2004	08-Jan-2004	07-Jan-2009	2	A	3.61	2013	25-Oct-2013	24-Oct-2018	3	B++	2.88	2019	09-Aug-2019	08-Aug-2024
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2	A	3.61	2013	25-Oct-2013	24-Oct-2018																										
3	B++	2.88	2019	09-Aug-2019	08-Aug-2024																										
6. Date of Establishment of IQAC			01-Aug-2004																												

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular meetings of Internal Quality Assurance Cell (IQAC)	28-Aug-2019 1	17
View File		

8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	CPE	UGC	2016 1825	15000000
Institution	Autonomy Grant	UGC	2019 365	1500000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

Facilitating Autonomy: Planning for setting up and conducting meetings of the statutory bodies under Autonomy such as the Board of Studies for various programs and courses, Academic Council, Governing Body and Finance Committee was facilitated by the IQAC

[View File](#)

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

Plan of Action	Achievements/Outcomes
Implementation of Autonomy:	Setting up Statutory Bodies: Board of Studies, Academic Council, Governing Body, Finance Committee • Conducting meetings of the said committees as per UGC guidelines
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Council of College	12-May-2021

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

Yes

Date of Visit

18-Jul-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

28-Jan-2020

17. Does the Institution have Management Information System ?

Yes

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

The Institution has currently MIS systems in the following areas of operation: 1) Inward Outward, 2) Payroll management and Salary Management 3) Admission and Fees Management 4) Issuing Transfer, Bonafide and Leaving Certificates 5) Examination Results The modules are operated by multiple vendors like SNTWU Digital University Portal powered by Maharashtra Knowledge Corporation Limited (MKCL), Future Tech Partner. Tally.ERP9 and Cloud Based Software ACADMin through Futuretech Partner to facilitate complete Office

Automation. The ACADMIN module facilitates the entire Admissions and Examination module.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BA	001	Compulsory Paper -English All Specializations Semester 1	09/07/2019
View File			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BA	Mass Media	11/03/2019	Graphic Designing	11/03/2019
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Economics English Medium	01/10/2020
PG Diploma	Sports Psychology	15/07/2019
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Sociology(English Medium)	11/06/2019
BA	Sociology (Marathi Medium)	11/06/2019
BA	Psychology(English Medium))	11/06/2019
BA	Hindi	11/06/2019
BA	Economics (English Medium))	11/06/2019
BA	Marathi	11/06/2019

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Essential Skill Enhancement Training	04/12/2019	55
Certificate Program in Financial Markets, Sales and Operations	22/10/2019	12
Online Advanced Certificate Course in Counselling in Schools: Roles and Responsibilities	30/08/2019	28
Online Certificate course on Fundamentals of Counselling	30/08/2019	14
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	Psychology	32
BA	Mass Media	11
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
<p>An Institution designed Teacher Assessment Questionnaire (TAQ) and Student Satisfaction Survey (SSS) enable the collection and analysis of the feedback from students annually. While the TAQ is designed to gauge the requirements for advancing the Teaching-Learning- Evaluation (TLE), through feedback on individual faculty members, the SSS uses a wider canvas to assess student satisfaction levels and further needs through feedback on curriculum feedback, TLE infrastructure, Institutional infrastructure, and curricular and extracurricular activities in the college. The Internal Quality Assessment Cell (IQAC) functions as the agency which collects, collates, and analyses the data from the TQAs and SSS. The analysis is recorded by the IQAC and shared with the Principal for further process. The Principal then discusses the matters/ suggestions with the Heads of Departments for action and achievements. The feedback received on questions pertaining to curriculum facilitates the syllabi revision undertaken by departments thereby enhancing the academic experiences of the students and building the overall quality of education. Each department has a Board of Studies which comprises of subject experts, alumna and an industry representative. Their feedback is also sought during the BOS meetings</p>

for syllabus restructuring. This process helps in keeping the syllabus updated and relevant to the industry standards. The feedback received on Institutional and TLE infrastructure is incorporated in plans for up-gradation. ICT-enabled pedagogy is then blended into the curriculum revision undertaken by the academic departments. The Institution has also attempted to blend in ICT in the administrative domain gradually to facilitate student-administration interaction. The Teacher Assessment Questionnaire helps individual teachers to review their methodology, annually, and plan innovative TLE in the classrooms. The feedback helps them to customize their lesson plans to the needs of the students. During the Pandemic triggered lockdown, the Institution, management, faculty, and students facilitated smooth academic and administrative interactions for completing the planned activities on the academic year. The feedback received during online sessions will also be utilized in planning and preparing for the next academic year.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCom	All Specializations	40	45	45
MA	Hindi	30	7	7
MA	Psychology	30	33	33
BCom	Accounts, Finance and Insurance	120	95	95
BMS	All Specializations	60	56	56
BA	All Specializations	240	218	218
BCom	Accounts, Computer applications and Marketing	240	208	208
BA	Mass Media	60	43	43
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1755	152	42	9	5

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
56	56	22	22	22	17
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

The institution planned to adopt a formalized mentoring structure from the academic year 2019-2020. As the college adapted to an Autonomous status, as received from the University Grants Commission (UGC) in June 2019, the structure of the mentoring system tried to accommodate the end-to-end academic journey of the students who opt for courses on offer. The system in the trial phase will involve four stages of implementation and review. Stage 1: Student Profiling, involving IQAC and the college administrative office Stage 2: Increase Student Retention Rate, involving the Freeships and Scholarships committee. Stage 3: Academic Mentoring Activities, involving Departments and the Academic Advancement Centre (ACC). Stage 4: Career Guidance and Advancement, involving the Counselling Cell, Placement Cell, Innovation and Incubation Centre (ICC) and the Training Centre for Competitive Examinations The first stage has been adopted to collect, collate and verify data for the Student Satisfaction Survey (SSS). The IQAC along with administrative staff will gather data input through the admission process, with the aid of sourced software to develop data base. This data base will be checked and verified for updating on a half yearly basis. This system also involved faculty members who were allotted groups of student mentees to facilitate the verification process, to ensure that the data is up-to-date. This stage was implemented for compiling data for the NAAC accreditation process held in the year. The second stage was entered into through the working of the Freeships and Scholarships committee. The faculty members were allotted their set of mentees, for whom the faculty disseminated information regarding forms availability, form filling, documentation required and submission dates for Government and Non- Government Freeships and Scholarships. The submissions were then forwarded to the committee for further process and disbursement. The efforts are slowly gathering strength as more and more students are able to avail of the benefits. The IQAC is in the process to further strengthen stages 1 and 2 of the mentoring process, basis the outcomes. Stages 3 and 4 are currently not assimilated into the Mentoring framework. The IQAC plans to structure the same and assimilate the activities under the broad mentoring structure in the subsequent two academic years.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1907	56	1:34

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
62	56	6	4	16

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	001	1	19/10/2019	20/12/2019
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
54	1907	3

2.6 – Student Performance and Learning Outcomes

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

<https://www.mmpshahcollege.in/programsOffered-degree.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MA011-10	MA	Psychology	32	31	97
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2.7 – Student Satisfaction Survey

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

<https://www.mmpshahcollege.in/images/pdf/Student-Satisfaction-Survey-2019-2020.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Yes				
Name of the teacher getting seed money				
Mrs. Soumya Nichani, Assistant Professor, Department of Accountancy				
View File				

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
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Nil	NIL	NIL	Nil	NIL
No file uploaded.				

3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	Nil	NIL	Nil	Nil
No file uploaded.				

3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Course in Digital Marketing in collaboration with Digital Marketing Training Institute DMTI	BMS	23/12/2019
View File		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Catalyst in Fulfilling Student Aspirations: An Empowered Freeships and Scholarships Cell	Freeships and Scholarship Cell	National Centre for Quality Management NCQM-BEQET Awards	21/01/2020	Best Educational Quality Enhancement Team
View File				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Incubation Centre	Innovations and Incubation Centre	College Management Seva Mandal Education Society	Nil	Nil	Nil
View File					

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
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English	1
Sociology	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Economics	2	Nill
View File			

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

Department	Number of Publication
Food Science and Nutrition	1
Hindi	3
Child Development	1
View File	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
NIL	Nill	00	Nill
No file uploaded.			

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

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

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	8	54	13	45
Presented papers	4	7	1	1
Resource persons	1	5	1	13
View File				

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Home-Economics-Nutrition and Meal Management	on Low Cost Nutritious Breakfast Recipes which includes conducting a survey on Breakfast habits of children in schools	Salaam Bombay Foundation	50000
View File			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
NIL	NIL	NIL	0	0
No file uploaded.				

3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Food Distribution	NSS unit of Smt. MMP Shah Women's College of Arts along with Commerce with TATA Cancer Hospital, Mumbai	3	7
View File			

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

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

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachchaa Bharat Abhiyan	NSS unit of Smt. MMP Shah Women's College of Arts and Commerce and	Cleanliness Rally	3	25

Kings Circle Railway station			
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[View File](#)

3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty and Student Exchange	30	Institution	360
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Practicum in Counselling Psychology	Narayana E Techno (Thane) 9967696212	Nil	Nil	1
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Department of Accountancy, Smt. PN Doshi College, Ghatkopar. Mumbai	02/07/2019	Faculty and Students Exchange Programme' provide and enhance expression and sharing of knowledge amongst peer students from two different institutions provide exposure to the students about learning aids infrastructure of institutions within the vic	32
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
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2534053	2303684
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4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SLIM21 (System for Library Information and Management)	Fully	3.6.0.31681	1998

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	25	4867	Nill	Nill	25	4867
Reference Books	152	141259	95	65309	247	206568
e-Books	129	1091476	Nill	Nill	129	1091476
Journals	31	120255	28	43950	59	164205
Digital Database	1	5900	1	5900	2	11800
Library Automation	5	181720	Nill	Nill	5	181720
Others(s pecify)	38	9472	24	6365	62	15837
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
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Dr. Usha Mishra, Associate Professor, Department of Hindi	Mahadevi Varma Chhayavaad se nahin	YouTube	09/04/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	222	8	222	1	8	21	24	50	24
Added	0	0	0	1	0	0	0	0	0
Total	222	8	222	2	8	21	24	50	24

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Audio -Video Editing Studio	https://mmpshahcollege.in/learn.php

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
949826	863478	1584227	1440206

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

A Common timetable accommodates regular classes, practicals and value-added courses offered by the college. Classrooms are also used for conducting all examinations. • Talks, seminars, workshops and exhibitions are organised in the AV Room, Auditorium and smart classrooms. Staggered timetable as well as additional free slots are followed in the Computer Laboratories for optimization. • Sports, gymnasium, beauty parlour facilities are for use as per standard protocol. • Well-equipped library follows standard procedures for circulation of its resources to students and faculty. The timings are synchronized with teaching hours. The library offers all basic services and specialized services like electronic resources awareness sessions, information deployment and notification, bibliography compilation for encouraging and enhancing the use of library resources. • Beyond the college working days, the classrooms, auditorium and hall are made available to external institutions on rental basis for examinations, for cultural and social functions. The Audio-Video Recording and Editing Studios are also rented out for commercial use. • The Director's Room is used for meetings of the management and various committees. • The foyer is used for chart displays, poster exhibitions and book

exhibitions, for holding competitions, street plays and for social extension activities. The foyer is also used for blood donation camps, college functions, and inter-college festivals. Procedure for maintenance • To maintain the facilities the college has an Annual Maintenance Contract with various service providers for elevators, IT infrastructure, Air conditioners, Water filters and coolers, SLIM 21(ILMS), CCTV security system and Tally package • The cleanliness of the college premises is primarily allotted to the class IV employees and additional employees appointed exclusively. SMES appointed carpenters and electricians look into furniture and fixtures requirements. The library and laboratory attendants look after the tasks associated with the library and laboratories respectively. Any proposal for renovation/ upgradation is placed before the Principal and members of the SMES for approval and further action. Being in Central Mumbai, voltage fluctuations do not occur however, we have a UPS device for the library server for data security. For water storage, a large underground storage tank, terrace tanks and pump-sets ensure constant water supply. • SOPs for optimum utilization of smart classrooms, AV Room, Hall/ Auditorium have been developed and are available on the website. Dedicated technical staff appointed exclusively for support and maintenance of the smart classrooms and the equipment. Sports, gymnasium, beauty parlour facilities are maintained by dedicated staff. COVID Measures: The institution is taking all possible precautions for protection of staff and students during the Covid pandemic. Some salient ones include • Thermal checking of all staff and visitors, compulsory use of hand sanitizer and mask before entering the college premise at the entrance. Installation of pedestal hand sanitizer unit at all entrances and locations • Ensuring social distancing especially amongst students and teachers during admissions • Thorough sanitization of all infrastructure facilities and surface sanitisation of tables, chairs, information and cash counters, library counter, laboratories, NSS cabin, etc Deployment of hand wash dispensers in the Food lab

<https://mmpshahcollege.in/images/pdf/infra-stand.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Freeships, scholarships from Donors	233	1407500
Financial Support from Other Sources			
a) National	National Government Scholarships	81	955627.5
b) International	NIL	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
English Language Skills Training: Language Lab	08/07/2019	400	Thaliyola Infotech Pvt Ltd

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Training for Competitive Exams: Training Centre for Competitive Exams	36	620	3	133

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
25	25	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
13	114	89	39	44	44

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	18	BCom	Accountancy	Smt. Maniben M.P. Shah Womens College of Arts and Commerce	MCom

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1

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

Activity	Level	Number of Participants
on 28th and 29th February 2020	State level	201

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Kaifi Azmi Trophy -Critics Award.	National	Nill	1	20170161 00089900	Nikita Bhavsar TYBAMM

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institution ensures representation of students in academic administrative bodies/committees of the institution. Student representatives were chosen from the respective disciplines as Class Representative (CR). These CRs then chose their Vice President (VP) and General Secretary (GS) through a democratic election process. The Vice President, General Secretary, and the CRs of the academic year 2019-2020 formed the Student Council body for the year. The VP and GS are also encouraged to contest for different posts on the University Student Council body. Co-curricular committee faculty under Students' Council encourage students to participate in various Inter class and Intercollegiate events like 'Tejaswini' Annual Day etc. The student representatives assist in organizing events like Teachers' Day, College Foundation Day, Annual Day, Freshers' Party, Farewell Function. Involvement of the Students' Council is also evident in organizing various college/departmental functions, Swachcha Bharat Abhiyan, scholarship, cultural and literary activities, tours, hygiene and sanitation, and waste management on the campus. Student representation on Statutory and Non-Statutory bodies like College Development Committee (CDC), Internal Quality Assurance Committee (IQAC), Internal Complaints Committee (ICC), Women Development Cell (WDC), Library Committee, Canteen Committee, Magazine Committee, NSS, Anti Ragging Committee, Freeships, and Scholarships Committee, ensures that the perspective and voice of the students is present in all Institution development plans. As the year saw the Institution undergo the NAAC reaccreditation process, the student community was also actively involved in the planning and preparation of the NAAC Peer Team visit.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Department of Marathi: Guest lecture by Alumna Ms. Veena Pawar from 2018-19 batch on the topic 'How to make a Blogs, articles, tips on writing skills' for S.Y.B.A and T.Y.B.A (Marathi medium) students. on 14th July 2019. Department of Management Studies: 1. Ms. Naveena Kandi, Alumna offered internship in the organization ' Superior Resource Service' for SY and TY students from 22nd August 2019. 2. Lecture on Power of LinkedIn by Alumna Ms. Ritika Sachan for FYBMS students on 10th December 2019. • Department of Hindi: Ms.Sandhya Sonar, Alumna was invited as judge for Story telling competition for BA Hindi students on 19th July 2019. • Department of Psychology 1. Guest lecture on 'Grief Counselling' by Alumna Ms Shreya Prabhu for TYBA students on 20th November, 2019. 2. Ms. Evangaline Wilfer, alumna was invited for a session on 'Regression Analysis' for MA I students on 13th May 2020 3. Ms. Inderjeet Sokhi, alumna was invited for a session on 'Tele Counselling' for MA Students on 14th May, 2020. 4. Ms. Havovi Hyderabadwala, alumna was invited for a session on ' Forensic Psychology for MA students on 18th May,2020. • BCom (Computer Applications) Alumna Ms. Ranjan Upadhyay, Sr. Manager, The DMTI (Digital Marketing Training Institute), Mumbai, facilitated the skill development program called 'Nipun'. Under the program the SYBMS students were offered Digital Marketing training in collaboration with DMTI.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1.The Best Student Competition for the final year students of Under/ Post graduation is a prototype of Decentralisation and Participative Management. The evaluation criteria include: Students File (containing their CV, academic records, extra-curriculars, handwritten essay on given topics, inspirational story, testimonials from teachers and certificate copies) Written test comprising of questions on General knowledge (current affairs and numerical ability) Physical Fitness test Group Discussion and Personal interviews. With Principal's consultation the evaluation panel of faculty members from all the streams in the college is selected. Notice is circulated to all the teachers and students giving the timeline. The Student Council committee collects the files and allots a code to each participant. Participants are given code badges with instructions to wear it every time during their evaluation. The essays and stories are bifurcated as per their language and marked with the code and sent for evaluation. Requisite marks are allotted and noted down by the Student Council member. Participants are called for their written test under examination condition, format is M.C.Q and the content is based on criteria mentioned above. The Sports Department evaluates them for their physical fitness. Then the panel of teachers evaluates them on their group discussion, personal interview, their file content, extracurricular activities like NSS, NCC and the like. Aggregated scores of the participants based on above are drawn. With Principal's approval three highest scorers are given the First, Second and Third position. Winning students are awarded cash prize, trophy and certificate. Its an ideal example of "many hands make light work" thereby increasing the involvement of each one. Everyone takes their role seriously knowing fully well that the Best Student so selected becomes a role model and an inspiring presence for other students on campus.

<https://www.mmpshahcollege.in/images/pdf/Strategic-Planning-Practice-1.pdf> 2

Departmental Budgeting is another example of Decentralisation and participative management. The Principal invites the Head of departments to submit the annual budget for their departments. Prior to that the team of all Department members jointly list out the requirements keeping in mind the plans of the Department. Due consideration is given to needs of students, the requirements as per NAAC criteria, Needs of Autonomy and all that it takes to take the department ahead in keeping with changing times. The Principal invites members of each department to interact with her separately and discusses the plans with the members. The budgets are scrutinised based on several parameters like need, reach, scope of the activity, number of beneficiaries, time frame and the like. Care is taken to see whether the activities are in line with the Vision and Mission of the college. The department members are given an opportunity to justify their demands and explain the rationale behind the said activity. Being decentralised and participative there is scope for in depth discussions and decisions are taken with due consideration to the multitude of factors influencing the outcome.

<https://www.mmpshahcollege.in/images/pdf/Strategic-Planning-Practice-2.pdf> <https://www.mmpshahcollege.in/images/pdf/dep-plans-2019-2020.pdf>

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Admission Committee for the Academic year formed adhered to the Admission policy which states that admission will be granted to students irrespective of their caste, religion, socio-economic status and grades at the last qualifying examination. It has been following the First Come First Serve policy right since its inception in 1957. Personal Counselling and guidance to students and their parents on the programs that college offers by faculty members helps the student to choose the most suitable program. All admissions are on-line. Since the college is now autonomous, the student filled in the admission form via College portal
Industry Interaction / Collaboration	MoU was signed with TechnoServe India for Employability Skills Training Programme to be followed by campus interviews by renowned corporate houses. Some departments arranged internships, industrial visits, educational tours, visits to Mental health institutes ,various corporate houses, NGOs and organizations. The NSS Unit continued collaborations with the Lions Club of Sion for the Mutthi Anaaj Daan Project, King's Circle Station Cleanliness and various activities at

the adopted Mammoli village. Salaam Bombay Foundation, an NGO asked for consultancy for Low-Cost Healthy Breakfast Project. Protsahan project was undertaken for a neighbouring orphanage by the Psychology Department involving three other departments. Commerce Department in association with other colleges organised the Environment Week. For an Essential Skills Enhancement Training the department collaborated with RAH Consultants

Human Resource Management

Appointment of Full-time regular teachers and non-teaching staff as per the need is undertaken by the Management since the government NOCs are awaited. Distribution of work is very important focus of the institution since we have good number of staff on Government and Non-Aided posts. To retain the staff, we take good care of their finances and Health. Workshops, Seminars and Talks are regularly arranged for our staff on topics of common interest. The Principal and Management empower employees with decentralised practices and encourage ownership of work amongst the staff members

Library, ICT and Physical Infrastructure / Instrumentation

Library, ICT and Physical Infrastructure / Instrumentation: A Campus Manager is appointed by the management for overseeing campus cleanliness and security along with a team of additional staff. SoPs for use of infrastructure facilities is communicated to all stakeholders via the college website. The AMCs for lifts, ACs, water filters, IT infrastructure are in place. During the lockdown, the college premises, classrooms, laboratories were kept clean and well-maintained. The entire campus was sanitised every 15 days. At entry points, temperature check and sanitisers were provided. The Library gave access to ebooks and e journals to teachers and students. The Management pro- student and pro-employee policy was amply evident during the Pandemic crises.

Research and Development

Research cell facilitated the Ethics Committee for approval of research projects undertaken by departments and faculty members. Encouragement to faculty members by felicitating them on

obtaining Ph. D., for presenting papers in National / International Conferences and for Publication is by the management. Management of the Institution also funds minor Research projects of the faculty members. Departmental plans include individual level research projects / publications too. Faculty members are motivated to include research element in teaching learning process to enhance research culture among students. Research Cell arranges various activities, lectures, mentoring sessions to develop research ethos

Examination and Evaluation

Examination: The Examination committee facilitates exams conduction, result declaration and resolution of exam related grievances. The 75/25 pattern for final and internal assessment respectively was continued for this academic year. Evaluation: Faculty has the freedom to decide on the Internal assessment based on the uniqueness of the course like MCQ's, Quiz, Presentation, Poster Presentation, Viva, Tests, projects and online assignments. Bloom's Taxonomy is used. The learning outcomes are measured at each stage of the continuous assessment process through analytics and profile is generated for every student which focuses on the learning outcomes. A webinar on Exam Reforms was arranged.<https://www.mmpsha.hcollege.in/images/pdf/Report-Webinar-Examination-Reforms.pdf>

Teaching and Learning

To effectively implement the revised syllabus, the teaching-learning methodologies were modified. The Academic Calendar, the Academic Plan Book and Department Budgets facilitate better planning of the academic activities. The Departments are motivated to arrange guest lectures, workshops and use external expertise in any form for more varied information delivery. Increased use of ICT especially during the lockdown was encouraged and facilitated too. Google Classrooms were used for regular classes via G-Suite package purchased. Creation of e-content via YouTube, Blogs, Powerpoint presentations was undertaken by departments making the teaching learning process interesting and effective

Curriculum Development	In the first year of Autonomy College deputed faculty members to attend workshops on Designing Program objectives and outcomes and they in turn conducted workshop for all faculty members. These insights were used for designing the syllabus under autonomy for various courses of BA, BCom, BCom with AFI, BAMB, BMS, MCom and MA. Taking into consideration the current times and needs of students the teachers of each department reviewed the current syllabus for each course and suitable revisions upto 20 percent were made by them. These were approved by the BoS and thereafter by the Academic Council and the Governing Body. The Governing Body appreciated the modifications made reflecting clear thought. The approved syllabus was implemented for the Semester I and II
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	All documentation regarding Action plan, academic calendar, various committees, Self- appraisal forms, feedback, academic audits is done using ICT and is routed through IQAC
Administration	Partial MIS system is used in office for administration. Inward- Outward process is facilitated by it.
Finance and Accounts	'Tally' software is used for accounting and financing purposes. PFMS system is also being used. ACADMin ERP solutions provides the software for online fees
Student Admission and Support	College website is updated with all the notices regarding the admissions, examinations, results and students' activities. Students' groups are created and various class wise updates are communicated. Examination notices and timetables are displayed on the website. ACADMin ERP solutions provides the software for admissions. Autonomy has enabled the college to develop an independent system for online admission. For Student support the institution purchased G-suite facility to enable teachers to use the platform for curricular, co- curricular, extra-curricular activities
Examination	ACADMin ERP solutions is being used as Examination Management System. It

enables teachers to use Question Data Structure for test papers, conduct of exam and Assessment and generation of results. This has been of use especially during the lockdown. It facilitated the use of innovative teaching learning methods making it an exciting process for teachers and students alike

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. (Mrs) Leena R. Raje, Principal	Gestational Diabetes Mellitus and Pregnancy Outcomes in Low Income Settings	NA	41000
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nill	Session on "Motivation and Identifying with the Institution"	23/08/2019	23/08/2019	Nill	28
2020	Effective Implementation of Autonomy	Nill	31/01/2020	31/01/2020	44	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
National	4	20/04/2020	28/04/2020	9

Workshop on ICT Tools for Online Learning
SNDT Womens University, Teaching-Learning Centre, Department of Education
Technology: (PM MNMTT-MHRD), in collaboration with IQAC, SNDTWU, Mumbai

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
24	32	35	3

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
5	4	6

6.4 – Financial Management and Resource Mobilization

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

The Honorary Secretary of the Management is a Chartered Accountant which is of great advantage to the institution. Due process for transparent and strict auditing of finances of the institution is adhered to. A Finance committee is in place. The Accounts Section of the institution maintains records of all financial transactions carried out. The Management has appointed a Chartered Accountant who functions as an Internal Auditor and verifies the accounts of the institutions on campus. Internal audit was conducted throughout the financial year 2019-20. It covers monthly bank reconciliations, proper authorizations for purchase of fixed assets, fees receivables and received reconciled on regular basis. Scrutiny of expenses is done regarding the quotations, authorizations and payments. Audit observations are discussed during Office Bearer meetings and resolved under the guidance of the Management on timely basis. After this check, all accounts of the institution are sent to the management appointed external auditor. For funding received from institutions like UGC the college sends all audited statements to them for further process and release of additional grants. Any query directed to the Principal is settled with the assistance of the accounts section and or auditors. Thus, the institution conducts internal audits on a regular basis. External audits are conducted on UGC/ Government timelines.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Mazagaon Dock Shipbuilders Limited	218300	Sponsorship for skill development course in

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6.4.3 – Total corpus fund generated

197739339.00

6.5 – Internal Quality Assurance System

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

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

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

The Parent teacher Association met thrice during the year. 1. On 17th Aug 2019 Parents were invited for the Orientation Program by the college where teachers of respective faculty guided students and parents on the choice of courses available under a program. It was attended by 410 parents of students across faculties. Such indepth guidance enabled the parents and students to achieve the BEST FIT. 2. On 15th February 2020 a session on "Successful Parenting" was organised. The speaker was Mr Jignesh Sanghvi a motivational speaker and around 60-70 parents benefitted from the same. 3. The Dept of B,Com with Finance, Accountancy and Insurance proactively conducted separate meetings for having a dialogue with the parents regarding the Instalment facility and Online Fee payment option available to them. What was noteworthy was the effort taken to provide guidance and obtain feedback from them about the Online teaching methods. 72 parents of SY benefitted from the same on 27 May 2020 and 62 parents of FY benefitted on 2-6-2020

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

1. Dr. Beena Inamdar, member CEDA group and external expert on the IQAC conducted a workshop for the non-teaching staff on Motivation and Identifying with the Institution on 23-8-2019 which was well appreciated by the participants. 2. Dr. Beena Inamdar, member CEDA group and external expert on the IQAC conducted an orientation on Administrative Audit for the Administrative staff on 13-2-2020. 3. A workshop on "Team Building through EQ" was organised for non-teaching staff on 4-3-2020 conducted by Dr. Vipul Vyas, Motivational speaker.

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

The college has started more skill-based courses to suit the requirements of students in today's ever- changing scenario. 2. Special efforts for sensitising students towards the elderly in view of the burgeoning population of the elderly. 3. Efforts to translate the extension activities into research projects to encourage scientific thinking amongst students and faculty 4. The Faculty designed curriculum for CBCS courses to be offered to students from the next academic year. 5. The college facilitated online teaching learning and made facilities available. 6. Effective conduction and organisation of meetings of statutory committees under Autonomy. 7. Setting up Exam systems under Autonomy and designing marksheets with 6 security features.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal

Yes

b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Regular meetings of Internal Quality Assurance Cell (IQAC)	23/08/2019	23/08/2019	23/08/2019	17

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Film Screening on Gender Issues to sensitize students towards gender related issues. Movie screened was 'Provoked', followed by discussion and debate by Department of Foundation Course	06/08/2019	06/08/2019	90	Nill
Talk on Female Foeticide for NSS volunteers by NSS unit	27/09/2019	27/09/2019	80	Nill
Workshop on Good Touch Bad Touch for UG students organized by Internal Complaint Committee in collaboration with Psychology Department	18/10/2019	18/10/2019	200	Nill

Lecture on Gender, Sexuality and Social Power conducted by Mr. Meet Shinde, Assistant Professor, P.N Doshi Women's College organized by Psychology Department	29/11/2019	29/11/2019	19	Nil
One-act play 'Draupadi in Today's Changing Times', conducted by actress Film & Television, Ms. Asima Bhatt organized by Internal Complaints Committee in collaboration with the Department of Hindi	21/12/2019	21/12/2019	200	Nil
National Webinar on 'Deconstructing Gender', conducted by Dr. Bulbul Dhar James, Jamia Milia Islamia University organized by Department of Psychology http://www.mmpshahcollege.in/images/pdf/Report-Webinar-Deconstructing-Bulbul-Dhar.pdf	19/05/2020	19/05/2020	216	Nil
International Webinar on 'Streelekhan: Prasangigta ke Swar' organised by Department of Hindi https://www.mmpshahcollege.in/images	23/05/2020	23/05/2020	130	Nil

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

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

The College Management has installed 180 Solar panel for energy conservation on the roof tops of college buildings in the campus. Total Production of Solar Energy is 7,000 units per month and 84,000 units per year. The Power of Solar Energy generated is 60 KW. This energy is maximally utilized for running Fans/Lights/Electric boards.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	3
Ramp/Rails	Yes	3
Rest Rooms	Yes	3
Scribes for examination	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	4	4	15/06/2019	01	Sociology Department participated in 'World Elderly Abuse Awareness Day' by attending a Seminar on 'World Elderly Abuse Awareness Day' at Vidyalankar Institute of Technology, Wadala, organised by Helpage India	Sensitization to issues of the elderly	45

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Examination related code of conduct	15/02/2019	Examination and Unfair Means Committee formed to take care of examination and code of conduct concerning examination. The Examination Committee conducts all the Examinations. The committee plans, organizes and monitors the process of conduction of internal and semester examinations for college and university. The rules and regulations related to examination, examination and unfair means committees are accessible to all stakeholders through the college website link: https://www.mmpshahcollege.in/comp-exam-comt.php
Professional Ethics	01/01/2019	The UGC Regulations on minimum qualification and maintenance of standards in higher education is accessible to all stakeholders through the college website link: https://mmpshahcollege.in/images/pdf/profEthics.pdf
RTI Compliance	13/02/2019	The RTI compliance document is accessible to all stakeholders through the college website link: https://mmpshahcollege.in/images/pdf/rti.pdf

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NSS, NCC and Sports jointly organised the "International Yoga Day". Students, teachers and non-	21/06/2019	21/06/2019	124

teaching staff
participated
enthusiastically

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. On the occasion of Van Mahotsav, on 1st July 2019 the NSS unit organized the Tree Plantation Drive in College Campus. Principal Dr. Leena Raje, 4 Programme Officers and 5 NSS volunteers and created awareness about save trees and save the environment through the medium of Slogans. 4 Neem trees were planted by the volunteers, Program Officers and Non-Teaching Staffs.

2. On 4th July 2019 NSS unit organized a workshop on Paper Bag Making. 50 students attended this workshop. The aim of this workshop was to make our students aware about optimum use of cloth and paper bags to save the environment.

3. The College NSS Unit organised a Guest lecture by Ms. Monika Gade on 'Importance of Medicinal Plants' on 5th July 2019. 150 volunteers attended the lecture and 50 Tulsi plants were distributed to 50 volunteers.

4. On 29th September 2019, NSS Unit organised Purnahuti Programme by planting a Mango tree with the worthy hands of Principal Dr. Leena Raje, named it as "NSS 50".

5. On 9th October 2019, NSS Unit organised guest lecture on "Plastic Ban" by Mr. Ajay Rajput. The aim of this lecture was to raise awareness about the negative impacts of plastic bags on the environment and human health and accordingly find practical ways to reduce and avoid the use of plastic bags. Plastic bags usually end up polluting the environment and endangering peoples health and Short documentary was also shown. Total 82 volunteers attended this lecture.

6. The College terrace is fitted with solar panels to take care of a part of the electricity needs by using non-conventional energy sources

7. The Administrative Office, Food laboratory, computer laboratories, Multipurpose computer laboratory, NSS computer laboratory AV Room, Hall and Auditorium are fitted with LED bulbs to conserve electricity. LED bulbs are used for any new light fittings required.

8. Efforts to reduce the use of paper through e-communication through social media and official emails. Preparing of all reports and documents as a soft copy only. Gradual increase in administrative work through various software in order to turn into a paperless office.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice: Creating Intergenerational Bonding among Students to maintain the Fabric of Society 2. Objectives of the Practice 1) Sensitising students towards issues and problems of elders and equip them with knowledge and techniques to take care of elders. 2) Supporting elders to visualise the common issues related to aging and be defensive and protect themselves by taking all precautions related to diet, exercise, financial planning etc. 3. The Context The world has more older people than children, and more people of extreme old age than ever before. India is also undergoing unprecedented demographic changes. Increasing longevity and falling fertility have resulted in a dramatic increase in the population of adults aged 60 and above, in both absolute and relative terms. This change presents wide-ranging and complex health, social and economic challenges, both current and future, to which this

diverse and heterogeneous country must rapidly adapt. Average Indian life expectancy increased significantly, in the year 2005 it was 63.5 years, 2015 it was 67.7, which has become 69.27 years in 2020. 4. The Practice College planned to shoulder the social responsibility by educating and sensitizing our young girls towards elders. Students are to be developed with skills as future citizens to take care of the elderly and maintain the ethos of our culture of compassion and care towards elders. Our college in association with HelpAge India, an NGO working with elderly have conducted number of activities since the last 12 years such as students visiting the Nana-Nani Parks (located at various places in Mumbai), and spending time with seniors celebrating Valentine's Day with senior citizens and arranging various games and fun activities for them. 10 students have celebrated Deepotsav with senior citizens at Nana Nani School, Charni Road on 11th November, 2019. 'World Elderly Abuse Awareness Day' was observed at Vidyalankar Institute of Technology on 15th June, 2019 which was attended by 20 students including teachers by participating in a silent campaign at various railway stations Ghatkopar, Metro Station, Andheri, Sakinaka, Dadar, displaying banners and posters. Eight students of the Department of Sociology volunteered to be a part of the Protest (Dharna) organised for the Rights of Senior Citizens at Azad Maidan, Mumbai organised by Help Age India on 27th June, 2019. The Department of Sociology undertook the IGI - Inter Generational Interaction project along with the NGO THRED to make students aware of the issues of the elderly in 2016 and in 2019 (<https://mmpshahcollege.in/images/pdf/IGI-Final-Report-23rd-Jan-2020.pdf>). To further sensitise the students and providing professional touch to the process of elderly care, Department of Psychology has designed course namely 'Geriatric Counselling Training Programme' in collaboration with Aaji Care Sevak Foundation and Graceful Living (Tulsi Trust) to be launched for the students from 1st March, 2021, which will surely help continue our efforts and contribute towards noble cause of better culture and better society. 5. Evidence of Success To further sensitise the students and providing professional touch to the process of elderly care, Department of Psychology has designed course namely 'Geriatric Counselling Training Programme' in collaboration with Aaji Care Sevak Foundation and Graceful Living (Tulsi Trust) to be launched for the students from 1st March, 2021, which will surely help continue our efforts and contribute towards noble cause of better culture and better society. 6. Problems Encountered and Resources Required Few and minor problems related to logistics of planning and executing the activities are encountered. Overall students and teachers have participated enthusiastically in the activities conducted for the elderly. Students working with the elderly in the IGI project gave a positive feedback. Interacting with the senior citizens enabled the students to develop social networks, communication skills, problem solving abilities and above all a positive attitude to ageing Practice 2: 1. Title of the Practice : Continued strong support to students for availing Freeships and Scholarships towards completion of their education 2. Objectives: ? To further strengthen Freeship and Scholarship Committee to reach out to the maximum number of students. ? To organize orientation sessions and provide one to one mentoring to needy students to avail the facility provided through Government schemes and/or private donors and thereby continue their studies. ? To support students in procuring the required documents and upload the applications. ? To provide support during pandemic period by procuring additional funds. 3. The Context Teaching and non-teaching faculty members come across a lot of financially weak students who despite their aspirations cannot continue their education or choose courses as per their liking and aptitude. Many of them are first generation children going for higher education. Adequate funds at the Government level are available but due to non-compliance of fulfilment of pre-requisites many of the students are not able to apply and qualify for it. This year, during pandemic situation, it was worse. Acute need was felt for high financial support. 4. The Practice Tenure of Freeship and

Scholarship Committee was extended again to reach out to the maximum number of students. Special room with ICT infrastructure created for the purpose was used to its best, where students meet the teachers and process their online applications. Committee members have conducted multiple orientation sessions for all classes. Students were oriented in advance about the probable requirement of various documents to avail the facility. Number of online sessions were organised to learn the difficulties faced by the students. The committee focused its efforts on ensuring that it had multiple levels of verification to ensure compliance. The committee continued their efforts to overcome these issues such as interactions with Government officials to solve pending cases of documentation and follow up with the Tahsildar Offices which resulted in resolving pending cases requesting nearby bank to set up their counter in the college to enable students open their own zero balance account helping students to create their profiles on the Government website due to absence of active mobile number on their Aadhar card by installing of a bio-metric machine in the committee cell for authentication of student profile on Mahadbt portal. More student representatives were trained in profile creation, registration, form filling and uploading of documents and declaration. This team of students provided assistance to individual student applicants under the supervision of a committee member. Need for the financial support was acute for the academic year falling in pandemic period. A small survey was conducted to analyse various problems of students during these periods. Out of many socio-economic issues, financial crunches were identified being the major problem faced by families of our students. Students were allowed to pay their fees in small instalments. A number of teachers have sponsored the fees of students during the lockdown. Also, the need was felt to tap more avenues so all the students can continue with their studies. 5. Evidence of Success In the academic year 2019-20, Rs. 14,07,500/- was obtained as donations which was utilised to provide free ship to 233 students. Besides 81 students were helped to avail Government scholarship from various schemes namely- Government of India Post-Matric Scholarship, Rajarshi Chhatrapati Shahu Maharaj Shikshan Shulkh Shishyavrutti Scheme and Post Matric Scholarship to OBC Students, total fund obtained by students amounted to Rs. 9,55,627.5/- The efforts are on to tap funds through CSR from various corporate houses for the scholarships and freeships for our students. Systematic efforts in this direction have made the institution to participate in Best Educational Quality Enhancement Team (BEQET) competition organised by National Centre for Quality Management (NCQM). Team presented the process in the form of project, titled 'Catalyst in Fulfilling Student Aspirations: An Empowered Free ship and Scholarship Cell'. The efforts were duly recognised and rewarded by the Judges. The team bagged first Prize in in the BEQET awards for the academic year 2019-20. 6. Problems Encountered and Resources Required: The committee is ever willing to help each and every student who requires the scholarship or free ship to complete her education. The main problems encountered are lack of enough and correct documentation with the students, student's bank account and mind set of students. However persistent efforts of the committee to help students with their documentation, opening of bank accounts, talking to their parents, home visits have helped in overcoming the problems. A better system of recording of students' profile which will help in easy identification and selection of needy students is being planned.

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

<https://www.mmpshahcollege.in/images/pdf/7.2-Best-Practices-1and2.pdf>

7.3 – Institutional Distinctiveness

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

Holding hands The admission records and interaction of teachers with aspiring students and parents reveals that 40 students come from adjoining slum areas 1 to 3 kms from college like Dharavi, Wadala Gate number 3 and Nirmal Nagar. To meet our vision- Empowerment of Women through Quality Education to make them Competent, Self-reliant and Responsible Homemakers, Professionals and Citizens, an inclusive, multipronged approach is adopted to empower, support students to continue their education and contribute in their overall growth such as-

Addressing Economic Needs: Admission to all students irrespective of their socio-economic status and earlier academic performance. •Reasonable fees and provision for payment of fees in instalments •Facilitation of Government and Institutional Scholarships, Freeships • Sincere teaching-learning process with personal attention to weaker students From May 2014, along with Lions Club of Sion Mutthi Anaj Daan program launched. 250 needy students benefitted from 5 kg rice and 2 kg dal distributed every month. 300 needy students benefitted during lockdown. Counseling of parents and students: Extensive counseling at the time of admission, through PTA interactions, home visits for rapport building and gaining confidence of parents Faculty members of Departments of Psychology, Sociology, Economics visit slum areas for vocational counselling. Free personal and professional counseling to students and their families through Samvedna Counseling Cell Building skills for employment and entrepreneurship: Employability Skills Training Program and placements through Technoserve Language laboratory to improve English language skills, Compulsory Computer Training, courses in Digital Marketing, GST and Tally, Graphic Designing, Photography, Basic Clothing and Mumbai Street Food making Display and sale of products made by students to encourage entrepreneurship via Innovation and Incubation Centre Organising college level competitions like debates, elocution, essay writing, poetry recitation for building confidence Sensitising students to social issues and good citizenship training Observing important days like Yoga Day, World Population Day, Voting Awareness, Matrubhasha Din, Constitution Day, Independence and Republic Days, tree plantation drives, cleanliness drives Group of students received BCPT English E Tech training, in turn taught primary school children. They can further utilise this training for their family or neighbourhood. 31 students received training through Disaster Management Camp on 4, 5 February 2020. Activities like collection drives for flood relief, distribution of fruits to cancer patients, Health awareness Lectures, workshops and free medical check-up camps for thalassemia, rubella awareness, eye checkup, reproductive health, nutrition for women, mental health awareness, AIDS awareness organised in the year. From March 2020, awareness on issues related to COVID-19 through online lectures/quiz, videos, counselling, distribution of Masks and Sanitizers. To eradicate habit of liquor and drug consumption among family members of students, arranging guiding lectures for students to further spread the message to their families. On 26th June and 1st October, 2019 50 NSS volunteers participated in Vysanmukti Rally. On 10th July.2019, NSS volunteers participated in two days Anti-Tobacco pledge program organised by 'Sambandh Health Foundation'. Awareness of women's rights Activities of Women's Cell and Internal Complaints Committee on prevention of sexual harassment, legal provisions for women. Providing safe, secure campus

Provide the weblink of the institution

<https://www.mmpshahcollege.in/index.php>

8.Future Plans of Actions for Next Academic Year

1. Annual Autonomy Evaluation-Preparation of report and Autonomy Peer Team visit Utilisation of Autonomy Grant 2. Faculty Development: Training in E-content Development Motivation for research through training workshops and research project competitions 3. Initiatives for Value Education and Gender sensitisation: arranging workshop on value education. Designing an add-on course on Value

Education 4. Initiatives for supporting students for entrepreneurship and Start-Ups - activities of the Innovations and Incubation Cell to be strengthened. Arranging for training of students for start-ups 5. Conduction of Administrative Audit- designing a format and conduction for the administrative audit 6. Extending CSR funds for student support- seeking funds from corporate houses for support and sponsorship of fees of needy but worthy students 7. Mental health and well-being: Initiative for support to stakeholders during pandemic- through the Counselling Cell and Department of Psychology, the We Care project was launched in April 2020 soon after the COVID 19 lockdown. To continue with this initiative as a psychological support for the mental well being of all stake holders.