Konkan Muslim Education Society's
G M Momin Women's College, Bhiwandi
NAAC Reaccredited with 'A'Grade
ISO 9001-2008
Recipient of "The Best College Award" by University of Mumbai

Annual Quality Assurance Report (AQAR)
For the year 2014-15

INDEX

Part – A

1. Details of the Institution

1.1 Name of the Institution   KME Society's G.M.Momin Women's College, Bhiwandi

1.2 Address   Rais High School Campus
Thane Road

City/Town   **Bhiwandi**

State   Maharashtra

Pin Code   421302

Institution e-mail address   princy_gmmwc@yahoo.com

Contact Nos.   02522-225437
02522-225957

Name of the Head of the Institution: Dr. Naheed Azam
I/C Principal

Tel. No. with STD Code: 02522-225957

Mobile: 09867710570

Name of the IQAC Co-ordinator: Mrs. Jayashree Thakre
Mobile: 09869137416

IQAC e-mail address: gmmwciqac@gmail.com

1.3 **NAAC Track ID**   MHCOGN 11391

1.4 **NAAC Executive Committee No. & Date:** EC/66/RAR/040 dated 21-2-2014

1.5 Website address: www.gmmomincol.org

Web-link of the AQAR: www.gmmomincol.org/AQAR2014-15.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+		2004	2009
2	2nd Cycle	A	3.10	2014	2019

1.7 Date of Establishment of IQAC:　　　20/07/2004

1.8 AQAR for the year　　**:**　　2014-15

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by
  NAAC
  i. AQAR　　　　　　　2014-15
1.10 Institutional Status

University　　　　State ☐　Central ☐　Deemed ☐　Private ☐

Affiliated College　　　Yes ☐　　No ☐

Constituent College　　　Yes ☐　　No ☐

Autonomous college of UGC　　Yes ☐　　No ☐

Regulatory Agency approved Institution　　Yes ☐　　No ☐

(e.g. AICTE, BCI, MCI, PCI, NCI)

Type of Institution　　Co-education ☐　　Men ☐　　Women ☐

　　　　　　　　　Urban ☐　　Rural ☐　Tribal ☐

Financial Status　　Grant-in-aid ☐　　UGC 2(f) ☐　UGC 12B ☐

　　　　　　　Grant-in-aid + Self Financing ☐　　Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☐　　Science ☐　Commerce ☐　Law ☐　　PEI (Phys Edu) ☐

TEI (Edu) ☐　Engineering ☐　　Health Science ☐　　Management ☐

Others　(Specify) ☐

1.12 Name of the Affiliating University *(for the Colleges)*   University of Mumbai

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

Autonomy by State/Central Govt. / University   N.A

University with Potential for Excellence   N.A   UGC-CPE   No

DST Star Scheme   No   UGC-CE   No

UGC-Special Assistance Programme   No   DST-FIST   No

UGC-Innovative PG programmes   No

UGC-COP Programmes   No

Any other (*Specify*)

)   Received the Best College Award from University of Mumbai in August 2010

)   1 student from the Department of Mathematics stood First in University of Mumbai in Third
    Year B.Sc Examination conducted in April 2015.

)   4 students were in the University Merit List.

)   Jagar Janivancha Second Prize at District level from State Government of Maharashtra
    for 2013-14.

)   ISO 9001-2008 Certified from BIS (Bureau of Indian Standards)

2. IQAC Composition and Activities

2.1 No. of Teachers | 08 |

2.2 No. of Administrative/Technical staff | 02/03 |

2**.3 No. of students** | 04 |

2**.4 No. of Management representatives** | 02 |

2**.5 No. of Alumni** | 02 |

2. 6 No. of any other stakeholder and

  Community representatives | 01 |

2.7 No. of Employers/ Industrialists | NIL |

2**.8 No. of other External Experts** | 01 |

2.9 Total No. of members | 23 |

2.10 No. of IQAC meetings held | 03 |

2.11 No. of meetings with various stakeholders: **No.** | 03 | **Faculty** | 01 |

  Non-Teaching Staff / Students | 01 | | - | Alumni | | Others

2.12 Has IQAC received any funding from UGC during the year?

  If yes, mention the amount | - | Yes   No | |

2.13 Seminars and Conferences (only quality related)

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

  Total Nos. | | International | | National | | State | | Institution Level | - |

  (ii) Themes | - |

2.14 Significant Activities and contributions made by IQAC

Audits

Internal audit was conducted by IQAC members and ISO internal auditors.

External auditors from BIS (Bureau of Indian Standards) were invited and conducted two day external audit.

Encouraging staff to apply for minor research projects /attend workshops, seminars, Conducted various activities by various committees.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality
Enhancement and the outcome achieved by the end of the year
Copy of Annual Calendar for the year 2014-15 is given in Annexure I

Plan of Action	Achievements
To motivate staff for attending / presenting research papers at workshops seminars conferences	59 staff members attended workshops, seminars, conferences and presented research papers
To Apply for research projects	04 staff members applied for Minor research project under UGC (01 staff member got the MRP sanctioned)
To conduct of various extracurricular activities	30 programmes were organized by committees
To continue community work through NSS, Extension Education and WDC.	NSS organized 7 day camp at Goveli (4th January to 10th January, 2015) Extension Education conducted community level activity at BNCMC School at Chavindra (18 Dec 2014) WDC organized Gender Sensitization programmes and Woman Achiever Award ceremony on 8th March 2015

2.16 Whether the AQAR was placed in statutory body   Yes [ ] No [ ]

Management [ ]   Syndicate [ ]   any other body [ ]

Part – B
Criterion – I
1. Curricular Aspects

1.1 Details about Academic Programmes 2014-15

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01		01	
PG	14 (13 By papers 1 By research)		14	
UG	19		04	
PG Diploma	01		01	
Advanced Diploma	02		01	
Diploma	02		02	
Certificate	02	04	06	
Others				
Total	41	04	29	

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	32
Trimester	-
Annual	-

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

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

Analysis of the feedback in the Annexure (IIA & IIB)

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

> Yes - Chemistry First year, Botany First year

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

> No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
32	27	05	-	-

2.2 No. of permanent faculty with Ph.D.   14

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
27								27	

2.4 No. of Guest and Visiting faculty and Temporary faculty

   Visiting faculty for PG courses – 21
   Temporary faculty for unaided courses -27
   Temporary faculty for aided courses - 00

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	15	21	-
Presented papers	07	12	01
Resource Persons	01	02	-

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

⎰ Use of ICT in lectures
⎰ Use of visualizers during practical's to show specimens
⎰ Screening of Subject related movies
⎰ Industrial/ Educational visits and Field excursions to give first-hand experience to students
⎰ Projects through reference books from the college library
⎰ Organizing invited talks and Guest Lectures
⎰ Conducting Group Discussions, Chart Models and on Subject topics Quiz for students
⎰ Use of Interactive Panel & Projectors
⎰ Computer facility in staff room
⎰ UGC- Resource Centre
⎰ INFLIBNET
⎰ E-Learning promoted through Extension Education
⎰ Collection of Documentary Films and their easy availability to stake holders.
⎰ Wi-Fi Facility is Provided in IT Laboratory, on Campus
⎰ The college has formed an "Innovative Club" in order to promote innovative
    practices.
⎰ Computer assisted learning
⎰ Conduct of Class test, viva, seminars
⎰ Basic concept in Chemistry
⎰ Use of methods ranging from Chalk board method to PowerPoint presentations

**2.7   Total No. of actual teaching days
during this academic year**   180

**2.8   Examination/ Evaluation Reforms initiated by
the Institution**

⟩ Multiple Choice Questions
⟩ Class and Home assignments
⟩ Preliminary Examinations for final year students
⟩ Review of unit wise plan of every semester Examination
⟩ Masking & Coding of every answer book (regular, A.T.K.T and Additional examinations)
⟩ Answer key for every subject
⟩ Assessed by Subject Teacher.
⟩ Moderation as per University of Mumbai rules
⟩ Cross checking of answer books
⟩ Result preparation
⟩ Periodic tests for every subject
⟩ Photocopies of answer papers on request to students

**2.9   No. of faculty members involved in curriculum
Restructuring/revision/syllabus development**   02

as member of Board of Study/Faculty/Curriculum Development workshop
Contribution in Curriculum design
Dr. Tabassum Shaikh (Member of Board of Studies in Logic and Philosophy)
Dr. Nisar Shaikh   (Faculty Member of Board of Studies in zoology)

Member of syllabus committee for PET Exam
Dr. Nisar Shaikh   (Faculty Member of Board of Studies in zoology)

**Following members Provide Study material for IDOL (Institute for Distance and Open
Learning)**
Prof. Gazala Bhoje
Dr. Ambreen Kharbe
Eight staff members have attended curriculum development workshop.

2.10 Average percentage of attendance of students   90

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Grade							
		O(Dist)	A(Dist)	B(I Class)	C(I Class)	D(II Class)	E(II Class)	F(Fail)	Pass %
TY BA	70	01	24	15	12	04	-	-	80
TYBSc	113	23	60	13	-	-	-	-	84.95
TYBSc IT	51	05	31	05	-	-	-	-	80.39
TYBCom	93	03	30	26	12	-	16	-	96.77
TYBMS	18	13	03					02	88.88
MA	55	09	19	15	06	02		04	92.72
MSc	08		02					06	25
Msc IT	08	02	05	01					100
MCom	41	02	12	15	06			06	85.36

List of University Rank holders for the Third Year Examination held in April 2015.

Sr No	Name	Overall	Marks	Grade/Percentage
01	Ms Pawle Taqdis Ravish	Overall University Rank holder in BSc Examination	766/800	O
02	Ms Pawle Taqdis Ravish	University Rank holder in BSc(Mathematics)	583#10/600	97.16%
03	Ms Kuwari Sundus Razi	University Rank holder in BA(English & Islamic Studies)	456/600	76.00%
04	Ms Momin Safa Shafique	University Rank holder in BA(Philosophy & Islamic Studies)	454/600	75.67%
05	Ms Hani Ayesha Ravish	University Rank holder in BSc(I.T)	716#10/800	O

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

The IQAC Members and ISO Internal auditors monitor the Teaching & Learning processes.

The Review of teaching learning plan submitted by the teachers is carried on by the HOD/In charge of department /Principal.

Departmental reports are scrutinised.

Feedback from students and parents are collected and remedial measures are undertaken.

Academic internal audit by senior staff members is done.

Analysis of the audit is discussed with the Principal and suggestions are given to respective staff for improvement.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	04
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	03
Faculty exchange programme	Nil
Staff training conducted by the university	06
Staff training conducted by other institutions	04
Summer / Winter schools, Workshops, etc.	-----
Others	01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	07	Nil	---	14
Technical Staff	10	Nil	---	11

Criterion – III

3. Research, Consultancy and Extension

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

Well established research committee.

To motivate staff members to attend / present papers in Conferences, Seminars.

To Encourage Staff members to apply for major/ minor research projects.

To encourage students to take part in Avishkar –research festival of University of Mumbai.

To encourage research activities, Principal bestows upon the research award every year.

3**.2**   **Details regarding major projects**

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01			
Outlay in Rs. Lakhs	1,40000/			

3.4   Details on research publications

	International	National	Others
Peer Review Journals	38	06	
Non-Peer Review Journals		02	
e-Journals	06		
Conference proceedings	13	24	

3.5 Details on Impact factor of publications:

Range [   ]   Average [1-2]   h-index [   ]   Nos. in SCOPUS [   ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	02	UGC	1,40000/-	85000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total	02		1,40000/-	85000/-

M.Sc projects given to students are sponsored by management.

3.7 No. of books published i) With ISBN No. [1]   Chapters in Edited Books [1]

ii) Without ISBN No. [1]

3.8 No. of University Departments receiving funds from - Not Applicable

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   **Any Other (specify)** [ ]

3.10 Revenue generated through consultancy [ ]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					01
Sponsoring agencies					Management

3.12 No. of faculty served as experts, chairpersons or resource persons   - 08

3.13 No. of collaborations   International [ ]   National [ ]   Any other [03]

3.14 No. of linkages created during this year [ ]

3.15 Total budget for research for current year in lakhs:

From funding agency   Rs.68538/-

From Management of University/College **Chemicals and laboratory and library facility is provided as and when required**

Total   Rs.53138/-

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
04		01	01	01		01

3.18 No. of faculty from the Institution who are Ph. D. Guides.   01

and students registered under them   06

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

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

JRF   SRF   Project Fellows   Any other

3.21 No. of students Participated in NSS events:

University level   300   State level   02

National level   01   International level

3.22 No. of students participated in NCC events:

University level   State level

National level   International level

3.23 No. of Awards won in NSS:

University level [02]   State level [   ]

National level [   ]   International level [   ]

3.24 No. of Awards won in NCC:

University level [   ]   State level [   ]

National level [   ]   International level [   ]

3.25 No. of Extension activities organized

University forum [   ]   College forum [104]

NCC [   ]   NSS [26]   Any other [10]

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

⟩ Four programmes on gender sensitization were organised for community people.

⟩ Survey regarding status of women.

⟩ Blood donation drive through NSS.

⟩ Income generating courses for community.

⟩ Literacy drive in adopted area.

⟩ Cleanliness drive in adopted area.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4 Acre 36 guntha	–	–	4 Acre 36 guntha
Class rooms	19	02	–	21
Laboratories	18	–	–	18
Seminar Halls	01	–	–	–
No. of important equipments purchased (1-0 lakh) during the current year.	03	–	UGC	–
Value of the equipment purchased during the year (Rs. in Lakhs)	6,11,368	–	–	–
Others **Cafeteria added(2nd in the college and 3rd in the campus)**	02	01	Management	03

4.2 Computerization of administration and library
- ↻ SWIRL software 4.0 Version with barcode facility was installed in the library cost.
- ↻ Printer for administrative purpose installed.
- ↻ Reprographic machine is available.
- ↻ UGC Network Resource Centre established for Research Activities.
- ↻ Internet through Wi-Fi connection.
- ↻ Purchased I-pad for the students.

Upgraded Library software 4.3 version with barcode facility
- ↻ Total number of computers– 06.
- ↻ Total numbers of printers – 02.
- ↻ Internet band width/ speed 2mbps 10 mbps 1 gb (GB) – 10 mbps.
- ↻ On-line Journals: Inflibnet and N-LIST > 5000.
- ↻ Biometric attendance for teachers.
- ↻ CCTV installed in laboratories and classrooms.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2,030	2,49,731/-	279	33,497	2,309	2,83,228
Reference Books	8,276	23,39,882/-	232	1,49,227	8,508/-	24,89,109/-
e-Books	-	-	01	425/-	01	-
Journals	61	39,158/-	-	-	61	39,158/-
e-Journals	NLIST	5,000/-	-	-	-	5,000/-
Digital Database	-	-	-	-	-	-
CD & Video	282	6,629/-	-	-	282	6,629/-
Others (Maps)	72	11,265/-	-	-	72	11,265/-
Bound volume of journals	92	-	-	-	92	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	118	03	118	04	02	10	12	Nil
Added	02	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total	120	03	118	04	02	10	12	Nil

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

Computers and Internet are available free of charge in all the laboratories for teachers and students

4.6 Amount spent on maintenance in lakhs:

i) ICT

RS.1.6/-

ii) Campus Infrastructure and facilities

Rs.2.8/-

iii) Equipments

Rs.1.4/-

iv) Others

Rs.7.2/-

Total:

Rs.13.0/-

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Creating awareness on various social issues to ensure students for being responsible citizens.
Counselling programmes were conducted.
Orientation of students, parents regarding academics, examination, extracurricular activities
Scholarships.

5.2 Efforts made by the institution for tracking the progression

Regular meetings with Heads of the Departments, staff members, Staff Academy meetings.

Internal audit of Committees and Departments to track academic and infrastructural growth

Counselling of parents through parents' meetings

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1,300	213	06	48

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men

No	%
-	-

Women

No	%
-	100

	Last Year (2013-14)							This Year (2014-15)					
General	SC	ST	OBC	Physically Challenged	NT	Total	General	SC/ SBC	ST/ NT	OBC	Physically Challenged	Total
1241	-	08	140	02	-	1,389	1,357	13	02	146	01	1,519

Demand ratio: 1.5:1 (No of applications /seats)   Dropout   16 %

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

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

NET   -   SET/SLET -   GATE   -   CAT   -

IAS/IPS etc -   State PSC   -   UPSC   -   Others   -

5.6 Details of student counselling and career guidance

- Ò Workshop on skill development/ Certificate courses/Training Programmes (Guest lectures on various skill development)

No. of students benefitted

200

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

- Ò Two day campaign on "Gender Sensitisation" on 19 and 20 August 2014.The first day of the event had verbal and non verbal competition (Poster Competition, Slogans, Jingles, Songs and Skits). To enhance the knowledge of Laws related to Gender Issues especially Sexual harassment.

- Ò The second day event had a talk by Mr. Mithun, Akshara NGO which was elaborated by the screening of the documentary "Zor Se Bolo". The two day campaign was concluded by debate and question-answer session. The purpose of the two day campaign was to spread the message of Gender Sensitization among the students.

- Ò A guest lecture was organized on 27th January 2015 on "Gender and Violence" by Ms. Hasina Khan (Social Activist).

- Ò Screening of the Reality Talk Shows on "Gender Violence" and "Child Abuse" was organized on 28th and 29th January 2015.

- Ò One woman is selected for the KME Society's Woman Achiever Award and the award is given at the International Women's Day Celebrations held every year in our college. The award comprises of a cash amount of Rs 25000/-, a citation and a trophy.

- Ò International Women's Day was celebrated on 8th March 2015. Ms. Priya Dutt was the chief guest. Adv. Jayashree Akolkar and Ms. Smriti Gulwady were the Guest of Honor. Ms. Eva Athavia was the recipient of the award.

5.9 Students Activities

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

State level | - | National level | - | International level | - |

No. of students participated in cultural events

State level | 04 | National level | - | University level | 82 |

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

Sports: State level | - | National level | - | International level | - |

Cultural: State level | - | National level | - | University level | 65 |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	02	Rs.9,000/-
Financial support from government	890	Rs.32,36,447/-
Financial support from other sources	37	Rs.16,000/-
Number of students who received International/ National recognitions	01	------

5.11   Student organised / initiatives

Fairs   : Community level | 01 | National level | - | International level | - |

Exhibition: College level | 01 | National level | - | International level | - |

5.12 No. of social initiatives undertaken by the students | 11 |

1. Students undertook "Cleanliness drive" in the College Campus
2. Awareness amongst school children regarding status of women in society and to be human in society
3. Tree Plantation
4. Blood Donation
5. Consumer guidance
6. Mega Blood Donation
7. Self defence training
8. Organ donation workshop
9. Disaster Management
10. Road Safety week celebrated
11. Environmental Conservation activity

**5.13 Major grievances of students (if any) redressed:** NA

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision of the institution "**TO KINDLE THE LIGHT OF KNOWLEDGE**"

Mission of the institution "To empower women students, especially of the middle and lower middle classes and mould them to be socially, culturally, economically, environmentally, morally responsible and physically fit, so that they are able to face the challenges ahead with confidence and courage".

6.2 Does the Institution has a management Information System
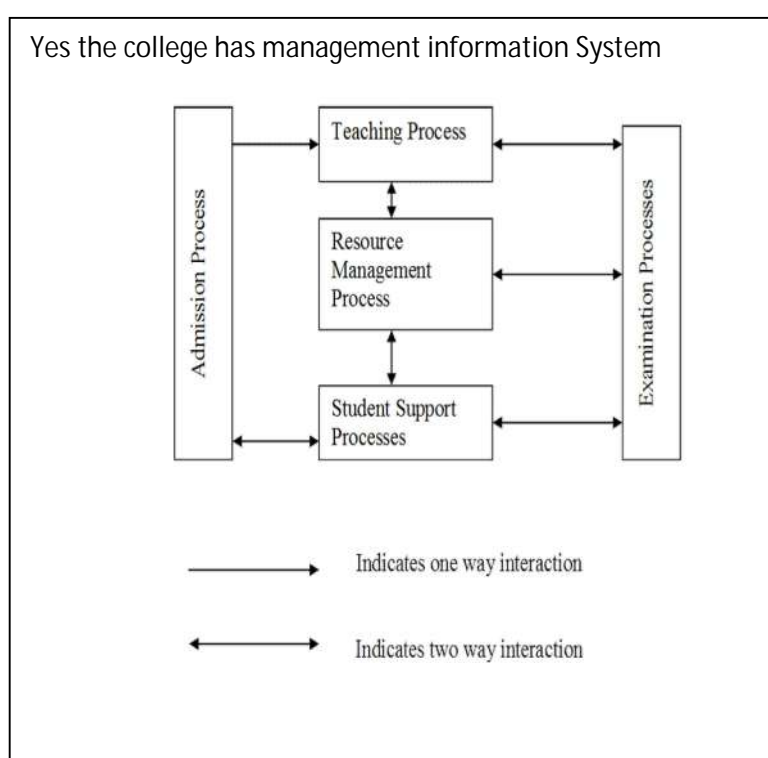
6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1   Curriculum Development

Encouraging teachers to participate in various curriculum based programmes .

Following Value added courses are conducted:

1. MDCIT – Master Diploma in Computer and Information Technology

2. HDCIT – Higher Diploma in Computer and Information Technology

3. DCIT – Diploma in Computer and Information Technology

4. ADFD – Advanced Diploma in Fashion Designing

5. Stitching

6. English speaking course

7. Certificate course from Bombay Stock Exchange

8. Making Every Day Bright

9. Foundation Course in Communicative English

6.3.2 Teaching and Learning

1. Monitoring teaching learning through students feedback

2. Periodical tests are conducted month-wise Lesson plan prepared in the beginning of semester & review is also recorded by ISO internal auditors

3. Use of ICT

4. Free internet facility for staff and students

5. Internal academic audit conducted

6. Teachers are appreciated by the management for using innovative teaching methods

6.3.3 Examination and Evaluation

1. Students are informed in the beginning of the academic year in orientation programme about the examination system to be faced by them

2. Staff members are informed about internal assessment supervision duties and evaluation in the staff meetings

3. Semester I- Semester IV final examinations are conducted as per the guidelines of University of Mumbai (CBSGS).

4. Semester V practical examinations are conducted as per the guidelines of University of Mumbai (CBSGS).

5. Semester V – Semester VI examinations and Post Graduate Examinations are conducted by University of Mumbai.

6. Cross checking committee has established to cross check the addition of the marks awarded.

6.3.4 Research and Development

1. Students are encouraged to participate in research festival Avishkar conducted by the University of Mumbai

2. Staff members are motivated to apply for minor and major research projects

3. Seven Physics students attended and presented poster in 102nd Indian Science Congress hosted by University of Mumbai

4. Staff members are encouraged to present papers at various conferences and seminars, Leave on duty is granted and registration fees are paid by the institution in case of paper presentation by the staff

5. The institution has well equipped laboratories for science faculties from U.G. to Ph.D in subjects of Botany, Chemistry, Physics and Zoology.

6. The institution has a Plant tissue culture laboratory, Computer laboratory and Information Technology laboratory.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Introduction of ICT
   (Computer, Laptop, I–pads, Interactive boards, Interactive, Wi-Fi, Scanner, CCTV)
2. Provision of latest collection of reference books and journals

3. Additions in digital repository

4. Interdepartmental sharing of instruments and laboratory equipments

5. SWIRL software 4.0 Version with barcode facility

6. Printer for administrative purpose installed

7. Reprographic machine

8. High speed Printer for University Examinations

9. UGC Network Resource Centre inaugurated for Research Activities

10. Upgraded Library software 4.3 version with barcode facility

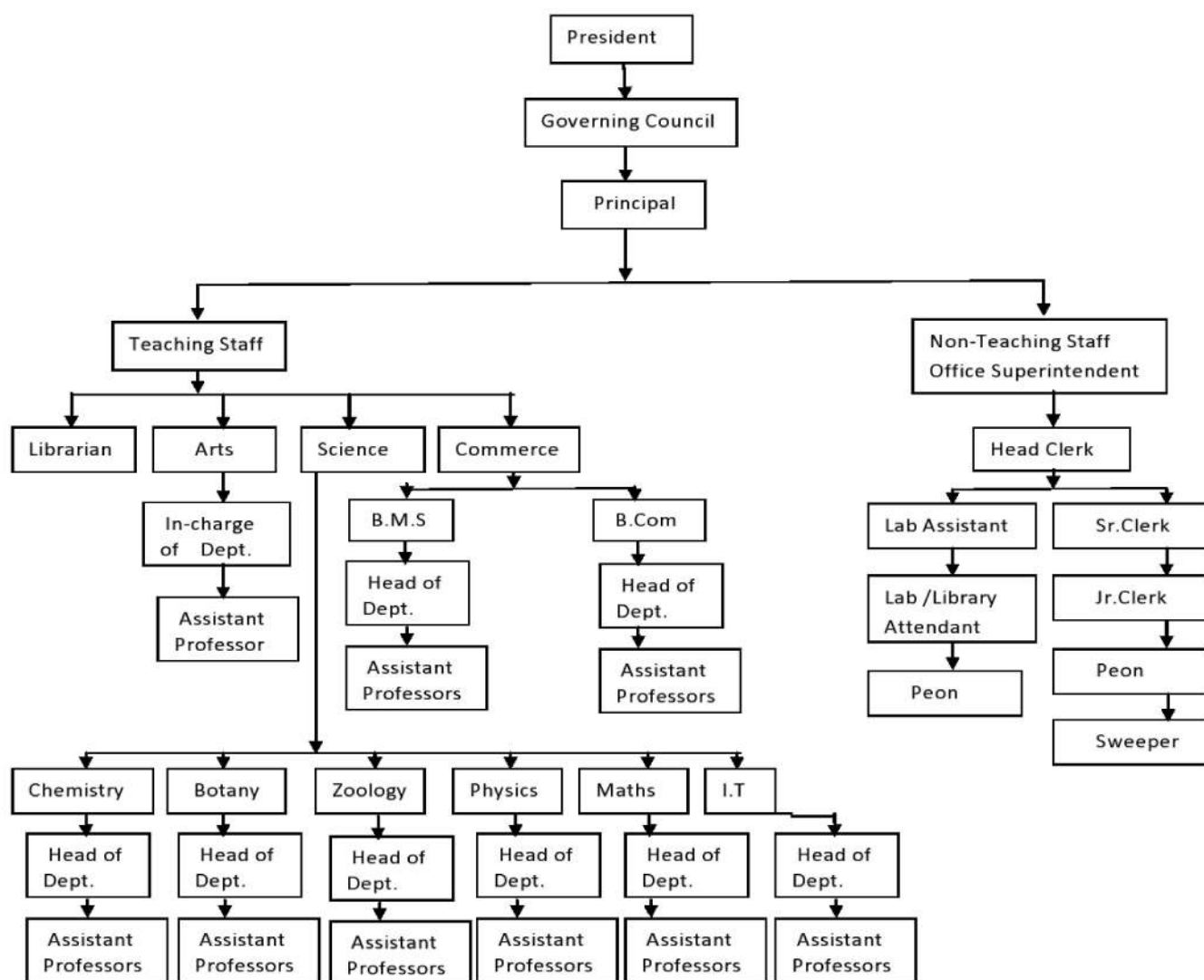11. INFLIBNET - ENLIST software to access online journals and papers

6.3.6 Human Resource Management

± The college got the license for ISO 9001:2000 and thereafter change of version to 9001:2008 as per the international standards for QMS and license issued by the BIS (Bureau of Indian Standards)

± Formation of committees involving teaching staff, administrative staff and students for efficient functioning of all aspects of college administration make sure that quality requirements are fulfilled successfully.

± Grievance committee has been set up to look into issues if any.

```
                              ┌─────────────┐
                              │  President  │
                              └──────┬──────┘
                              ┌──────▼──────────┐
                              │ Governing Council│
                              └──────┬──────────┘
                                ┌────▼────┐
                                │Principal│
                                └────┬────┘
```

President → **Governing Council** → **Principal**

Principal →
- **Teaching Staff**
  - Librarian
  - Arts → In-charge of Dept. → Assistant Professor
  - Science
  - Commerce
    - B.M.S → Head of Dept. → Assistant Professors
    - B.Com → Head of Dept. → Assistant Professors
  - Science departments: Chemistry, Botany, Zoology, Physics, Maths, I.T — each with Head of Dept. → Assistant Professors
- **Non-Teaching Staff — Office Superintendent**
  - Head Clerk
    - Lab Assistant → Lab /Library Attendant → Peon
    - Sr.Clerk → Jr.Clerk → Peon → Sweeper

6.3.7 Faculty and Staff recruitment

) Staff recruitment as per the rules set by Govt of Maharashtra and University of Mumbai.

) Temporary staff recruitment and staff for unaided section is appointed by the Management.

) 20 past students are serving our institution in capacity of faculty and staff.

6.3.8 Industry Interaction / Collaboration

) Various departments, associations organise the guest lectures by eminent people.

•College has collaboration with Technology Centre.

•Technological Centre of Thane to introduce value added courses like computer courses and fashion designing

•Training to students by corporate leader

•Industrial visits and excursions are organized as per the syllabus requirements

6.3.9 Admission of Students

1. The college has an admission committee which takes care of the admission of the students on the basis of merit. The committee scrutinizes the application for admission with respect to fulfillment of the eligibility criteria prescribed for admission by the University of Mumbai. The marks obtained in Higher Secondary Examinations forms the basis for admissions for UG Courses. First preference is given to the in-house students coming from the Junior colleges run by the K.M.E. Society (Our management body). Students excelling in sports and other cultural activities, the physically challenged, and also wards of serving and retired personnel are given preference as per the norms of the University. The wards of staff employed in the K.M.E. Society are given preference under the management quota seats.

2. The college being a minority institution preference is given to minority candidates on the basis of merit. The enrollment and admission procedure is very transparent and the University Quota system is followed. If the number of students exceeds the required quota in a particular subject then the students are counseled to opt for other subjects who are falling short of the minimum required quota. The students are also guided and advised by the faculty members and the Principal to select a suitable programme as well as the optional subjects in accordance to their aptitude, ability and level of understanding. For P.G courses all the students are admitted on merit basis by the college.

For M.Sc. courses, 70% seats are selected on merit basis and are sent by the University to the College. 30% of seats are filled by the college on merit basis.

For Ph.D. programme students are selected on merit basis after the interview held by the college as prescribed by University of Mumbai

6.4 Welfare schemes for Teaching Staff   Duty leave and registration fee to attend the   Seminar/Conferences /Workshops

Salary advances paid by the management for newly recruited staff till approval is received
Non-teaching Staff encourage to participate in intercollegiate competition .Duty leaves are sanctioned to attend workshops, entry fees are borne by the college.

Interest free advances to teaching and Non-teaching staff are sanctioned to needy staff members

Uniform is provided for class IV employees.

Gloves and goggles for laboratory staff and attendants handling chemicals are provided by the college.

75-80% Students pay fees in instalments.

Vehicle is arranged by the college free of charge for the students participating in intercollegiate events Teacher accompanies the student.

 Management sponsor one day expedition for teaching and non-teaching staff.

6.5 Total corpus fund generated   NIL

6.6 Whether annual financial audit has been done   Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	BIS /ISO	YES	Internal auditors
Administrative	Yes	BIS/ISO	YES	Internal auditors

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

For UG Programmes   Yes [ ]   No [--]

For PG Programmes   Yes [ ]   No [--]

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

As an affiliated college, all examination reforms introduced by university of Mumbai are implemented by the college CBSGS introduced in 2011-12 has been extended this year also .Submission of online examination forms, receiving e-hall tickets, e- question papers ,declaration of results was carried out in the college. Central Assessment Programme (C.A.P.) has been established in college on behalf of the University of Mumbai. Our teachers participate in CAP conducted by University of Mumbai they are appointed as moderator, paper setter, and examiner. 10 percent moderation is carried out as per University of Mumbai guidelines. Moderators are invited from other colleges to moderate the Answer papers. Masking of the answer papers are done to hide the details of students.

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

    First year and Second year level exams (Paper setting, Assestment, Moderation, Decalartion of Results) are conducted by the college as per University guidelines.

6.11 Activities and support from the Alumni Association

    Major activities of KMESWAAC (Konkan Muslim Education Society's Women's Alumni Association):

1. Every year Alumni Association organizes exhibition cum sale for one day to raise funds on 19th January 2015.
2. The ex-students of this college are the ambassadors and they are the potential human resources, which can be tapped at any time.
3. In the holy month of *Ramadan*, our office bearers did their level best to collect funds, Donations (zakat) from Muslim community to give the financial help to the needy students of our college.
4. Stationary items shop started by ex-student in the college campus.
5. "Being a Woman" program was organized by ex-students. Guest Speaker Dr. Vidya Shetty explained about the Problems of Women health.
6. "Zaika – The Cafeteria" 3rd in the campus and 2nd in the college was started by our ex-students .
7. KMESWAAC helped six students by paying their college fees.

6.12 Activities and support from the Parent – Teacher Association

Orientation Programmes are organized for the Parents and Students at the time of start of new academic year, so that the parents get information of the courses and activities conducted by the college.
Teachers meetings are conducted twice a year class wise in which feedback is taken orally and also in writing.
Parents are also encouraged to meet the subject teachers and class in charge teachers to express their views, orally and also in writing.
P.G. courses have been started in our college after the feedback from parents.

6.13 Development programmes for support staff

Motivated the staff to improve their educational qualification. Staffs were encouraged to acquire ICT skills
Training programmes to improve the PowerPoint presentation skills for the staff members.
All the staff members are encouraged to attend, organize and participate in the workshops, seminars and orientation programmes.

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

Energy conservation– Strict measures are observed in minimizing the consumption of electricity and Saving power, air conditioners are used only on requirement basis.
Use of renewable energy– Planned to install solar units inside the campus
Rain Water harvesting – Installed in the campus
Plantation – Students have planted 50 tree saplings inside the campus
Waste management– Effective house-keeping system is practiced where waste management is effectively taken care.
E-waste management– Strict procedures are followed where the e-waste management is taken care by the Cyber Centre, run by the Management of the College.
No-Plastic Zone – We are planning to make our entire campus a no plastic zone

Housekeeping committee takes care of maintenance of infrastructure.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Ò The institute has developed a solid waste management programme.

Ò The rain water harvesting scheme is successfully running in the campus.

Ò The institute is successfully harvesting 48,00,000 litres of rain water every year to the ground water table and recharging the bore wells.

Ò Income generating courses like Beautician, Mehendi designing, Pot designing, Fabric painting are conducted to develop the skills of students and women from the community.

Ò Women sensitization and Gender Awareness programmes were conducted to benefit the community

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

Ò Faculty members were given training of preparing power point presentations

Ò Internal audit was conducted and report submitted to ISO committee

Ò External audit was conducted by auditors from BIS

Ò All activities of the committees and departments were conducted as per Annual calendar schedule. (Annual Calendar is attached)

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

Ò Women Achiever Award

Ò Entrepreneurship Skill Development

Annexure III A and III B

7.4 Contribution to environmental awareness / protection

Ò Swach Bharat Abhyan – was carried in the campus on 2nd Oct, 2014. The community people were also made aware of the importance of cleanliness.

Ò Waste Management – Effective house – keeping system is practiced where waste management is effectively taken care.

Ò E-waste management – Strict procedures are followed where the e-waste management is taken care by the Cyber Centre, run by the Management of the college.

7.5 Whether environmental audit was conducted?   No

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

Ò   Strength: College has been reaccredited with A Grade.

Ò   Infrastructure got enhanced such as allocation of separate work place for IQAC

Lift facility has been provided

Ò   "Zaika – The Cafeteria" 3rd in the campus and 2nd in the college was started by our ex-students

Ò   Students were encouraged and guided to get various scholarships: 67% students got benefited.

Ò   Research project have been undertaken

Ò   Number of PhD students increased:

Year	No. of students admitted
2013-14	03
2014-15	06

8. Plans of institution for next year

Ò   To strengthen value added courses/skill development courses.
Ò   To modernise our laboratories with modern facilities and equipments
Ò   To establish a centralized research laboratory.
Ò   To establish English Language Lab.
Ò   Up gradation of website.
Ò   To conduct more certificates courses.
Ò   To develop feedback & online admission software through IT students.
Ò   To purchase more books & E-books.
Ò   To introduce new attendance system.
Ò   To encourage faculty member for Ph.D enrolment and apply for research project.
Ò   To arrange industrial visits /Excursion.
Ò   Apply for star college awards.
Ò   To organize national level seminar, district level workshop on CAS, gender sensitization programmes.

Mrs.J.SThakre   *Dr M.J.Kolet*
Coordinator, IQAC   *Chairperson, IQAC*

_____***_____

Annexure I

K.M.E.Society's, G.M.Momin Women' College Bhiwandi

▆▆ THE COLLEGE ANNUAL PLANNER (2014-15)▆▆

[I Term : June 2014 to October 2014. II Term: November 2014 to 30th April 2014].
Winter Break: 25th December 2014 to 1st January 2015]

	Academic Events	Co curricular & Extra Curricular Activities
June 2014	* Admission to FY classes * To orient F.Y Students and parents about the various programmes / Exams/ Activities of the college * Time Table announcement for SY & TY classes on the re-opening day (10th June) and in last week of June for FY classes * Teaching Plan announcement to students by Teachers and submission of Unit wise Teaching Plan to HODs/ Principal * Issue of Identity Card and Library card * NAAC Reaccreditation work * UGC Grant follow up work * ISO Work * To orient students towards vocational courses * To orient T.Y. students for the Credit and Grading System	* Various committees to submit their plan of activities * Selection of CRs and Class leaders for NSS, Extension Education, Sports and Cultural Events from each class by the class in-charge Professors. * To select student office bearers for each committee. * Ex-students meeting * Conduct of Career Awareness and Training Programme for the students *
July 2014	* To conduct test for internal assessment in all classes by the respective subject teacher * To conduct one student academic activity, seminar or paper presentation or group discussion in the respective syllabus * To commence remedial classes by identifying slow learners. * Announcement about Projects and Titles to be given to students by the subject teachers. * ISO Work (Internal Audit and Students Feedback) * Minor Research Project proposals, submission * To plan for National Seminar / Workshop / Conferences * To identify student defaulters in attendance and send letter to parent	* To enroll volunteers for NSS and Extension Education Units * To conduct NSS Advisory Committee Meeting * Bazme Adab, Arts Association, Science Association, Commerce Association, Maths society, Dot com group and Aspire Club to conduct one event each * To conduct Students' Council meeting * One contest to be organized by the students' Council. * Preliminary rounds of Inter class tournament in Chess, Carrom & Table Tennis. * Preparation of students for Intercollegiate Youth Festival Events * Students Picnic/ Educational Tour to be arranged (Class wise). * Ex-students association, one activity to be held.

	Academic Events	Co curricular & Extra Curricular Activities
August 2014	* College Affiliation work * To counsel slow learners along with their parents * Subject Teachers to take remedial measures to bring up the slow learners. * FY students' enrollment to be sent to University * Announcement for ATKT / Failures Examination and collection of Examination forms from ATKT and Failures students. * Test for internal mark to be conducted by subject Teachers. * ISO - General Feedback from students. * To send letters to the parents of defaulters in attendance. * To guide students for various scholarship Schemes	Formation of Students' Council as per University guidelines * Students' to be trained and sent for intercollegiate cultural and sports Events * English Literature Association, Human Rights Forum, Women Development cell and Career Guidance Cell each to conduct one event each. * One contest to be organized by the Students' Council * Final rounds of Interclass tournaments in Chess, carom and Table Tennis * Independence Day Celebrations. * Extension Education Activity and NSS Activity. * Students Picnic/ Educational Tour to be arranged(Class wise)
September 2014	* To complete the semester / I Term syllabus in FY/SY classes by the III week of September and 50% syllabus in T.Y classes. * Conduct of Practicals Exam for Semester I & III * Conduct of ATKT / Failures exam * Guest Lectures (syllabus oriented) to TY students. * EBC/PTC/STC scholarships work * ISO – Student- Teacher Feedback * University Examination forms submission for T.Y. Sem V	* Teachers' Day Celebration * Conduct of an activity under Career Guidance Cell. * Extension Education activity
October 2014	* Conduct of I Semester Examinations, for regular/ATKT/Failure Students. * Conduct of University Examinations	* Conduct of NSS Camp in Diwali Vacation
Nov 2014	* Declaration of I semester / term results * Conduct of Additional Examinations. * Announcement of II term syllabus completion plan and submission of the same by the subject teachers to HODs/ Principal. * Conduct of Parents' meeting (class wise) to inform the students' progress.	* To arrange long tour for students. * Conduct of outdoor games (Badminton, Kho- Kho & Tug of war) * Arts Association, Science Association, Commerce Association, Dot com group, Aspire Club, Mathematics society to conduct one event each * Extension Education Activity

	Academic Events	Co curricular & Extra Curricular Activities
December 2014	* Parents' Meeting (class wise) to be continued. * To send letters to student defaulters if any in attendance * To arrange for Educational trips/ visits to industries. * ISO Audit work. * To organize National Seminar / Conference. * Students' Contests - * To work on placement of students	* Conduct of outdoor games * Training the students and sending them for Intercollegiate events. * Bazm-e-Adab, English Literature Association, WDC to organize one event each. * Bhiwandi Human Rights Forum to observe Human Rights week. * Conduct of "Eureka" – Intercollegiate Students' Paper Presentation Contest by Science Association * Meena Bazar
January 2015	* Conduct of S.Y.B.Sc. Final Practical Examinations * Completion of syllabus in all TY classes * Completion of Journal Certification * To check defaulters' improvement in attendance * To conduct academic seminars/ workshop department wise.	* IT Idol Contest. * Republic Day celebrations * NSS Diary completion. * Extension Education projects completion.
February 2015	* Announcement of II Term Examination schedule * Conduct of Preliminary Examination for TY classes * Conduct of Practical Examinations For Semester II & IV * Completion of II term syllabus in all SY and FY classes, with adequate revision. * Staff Paper Presentation.	* Prize Distribution Function * Farewell Party to TY students * NSS & EE- Evaluation for grace marks.
March 2015	* Conduct of University Practical Examinations. * Conduct of semester / End Examination (Theory) for Semester III & Semester IV * Assessment of FY/SY Exam Papers. * FY & SY Results work * University Exam Work	* To conduct short term Certificate Courses for students immediately after their examinations * K.M.E Society's Women Achiever award ceremony
April 2015	* Declaration of Results of FY/SY Examinations * Admission to SY & TY classes * Conduct of University Examinations * Preparation of Time table for next academic year 2013-2014 * Self Appraisals to be submitted by the staff along with API * Advertisement for vacancies	* Formation of various committees for 2015-2016 * Magazine work (Preliminary) * Prospectus work (Preliminary) * To check and Print admission forms for various courses * To conduct short term certificate courses for students.
May 2015	* Conduct of University Examinations * To plan for interviews to select staff against vacancies.	* Repairs work * Development Plan * Magazine work (Final) * Prospectus work (Final)

Note: *The sequences in the above Planner are subject to change, if necessary, by the Principal*

Annexure II (A formats of Feedback forms)

STUDENT'S FEEDBACK (GENERAL)

1.   Name of the Student (Optional)   :   _____

2.   Class   :   _____

3.   Student Perception: In the table given below, several elements are listed. Please
              circle the score you intend to give (from a scale of 1 to 5) 1 being
              the lowest and 5 being the highest)

Sr. No.	Elements	Score (Please Circle)
A.	Academic	
1	Ability of Teachers to teach	1 2 3 4 5
2.	Regularity in taking lectures/practical's	1 2 3 4 5
3	Attitude towards helping students	1 2 3 4 5
B.	General Administration	
1.	Services and General behaviour	1 2 3 4 5
2.	Housekeeping / General cleanliness	1 2 3 4 5
C.	Infrastructure	1 2 3 4 5
1.	Laboratory	1 2 3 4 5
2.	Library	1 2 3 4 5
3.	Computer Facility	1 2 3 4 5
4.	Classroom facility/lighting/ventilation	1 2 3 4 5
5.	Sports/ Extracurricular activities	1 2 3 4 5

4.   Justify the score (01 Minimum) 05 Maximum).

5.   General Comments/ Suggestions if any:

Date: _____   Signature
                                                                 (Optional)

EXAMINATION PROCESS

1.   Name of the Student (Optional)   :   _____

2.   Class   :   _____

3.   Student Perception: In the table given below, several elements are listed. Please circle the score you intend to give (from a scale of 1 to 5) 1 being the lowest and 5 being the highest)

Sr. No.	Elements	Score (Please Circle)
a	Attitude of Examination Committee members towards students	1 2 3 4 5
b	Display of Time Table on time	1 2 3 4 5
c	Willingness to help deserving students	1 2 3 4 5
d	General availability and services	1 2 3 4 5
e	In corporation (conduct of examination) in time frame	1 2 3 4 5

4.   General Comments/ Suggestions if any:

Date : _____   Signature

                                                        (Optional)

ADMISION PROCESS

1.   Name of the Student (Optional)   :   _____

2.   Class   :   _____

3.   Student Perception: In the table given below, several elements are listed. Please circle the score you intend to give (from a scale of 1 to 5) 1 being the lowest and 5 being the highest)

Sr. No.	Elements	Score (Please Circle)
a	Attitude of staff towards students	1 2 3 4 5
b	Services and general behaviour of staff	1 2 3 4 5
c	Willingness to help deserving students	1 2 3 4 5
d	General Availability of the staff	1 2 3 4 5
e	In corporation of admission process in time frame	1 2 3 4 5

4.   General Comments/ Suggestions if any:

Date : _____   Signature

                                                       (Optional)

Students' Evaluation of   Teachers

Students are requested to objectively express their evaluation of teaches based on FIVE point- scale: [5] = Excellent, [4] = Very Good, [3] = Good, [2] = Average and [1] = Below Average. Students have to write in the [BOX] only the figure 1, 2, 3, 4 or 5 as the case may be. You may reveal your identity, if you so desire.

Name of the teacher _____   Subject taught _____

Students Name & Roll No. (Optional) _____   Class _____

A: General / Attitude related

* Command over the medium of instruction (language)   ☐

* Class control   ☐

* General Knowledge / Awareness   ☐

* Regularity in taking lectures and practical's   ☐

* Skills in explaining difficult points   ☐

* General Availability / Accessibility to students   ☐

* Clarity in approach / thinking   ☐

* Attitude towards students: friendly and motivating   ☐

* Willingness to help deserving students by taking extra-lectures etc.   ☐

* Attitudes towards the subject taught   ☐

* Usefulness in counselling: personal matters/ career/ placement etc.   ☐

* Skills in motivating students for extracurricular activities   ☐

* Teacher's participation is organizing extra- curricular activities.   ☐

B. Subject related

* Command over the subject ☐

* Use of case studies, illustrations, current events, anecdotes in teaching ☐

* Readiness to resolve students' doubt/ questions etc. ☐

* Motivating to develop interest in the subject for higher studies. ☐

* Skills in making the subject interesting ☐

* Frequency of asking short questions in the class while teaching ☐

* Use of interactive teaching – seminar, tutorials, quiz, assignments etc. ☐

* Frequency of giving References for further reading ☐

* Conducting periodic tests/ question answer sessions ☐

* Practice of giving model questions at the end of a topic / portion ☐

* Readiness to asses model answers submitted by students. ☐

* Training and preparing students for college / university examinations ☐

C. Overall impression as a teacher

Give justification for score 1 and score 5:

_____

For office use only – Weight A= 40 and B= 60. Multiply the group total with respective weight to get the total weighted score. C is only comparison

OVERALL FEEDBACK ANALYSIS

Faculty/Process	% Satisfaction index
Arts	78.65
Science	78.79
Commerce	76.41
Admission process	67.80
Examination process	75.52

% Satisfaction Index

Best Practice- I
Title: Earn and Learn
Goal:
- To create awareness in the society about the status of women and importance of education
- To emerge as the best institution in respect to guidance, education, career development and personality development
- To change the mind-set and outlook of the students coming from conservative background
- To identify students potentialities and to train them to sharpen their skills
- To learn to generate a sustainable income to lead a successful life
- To be self-reliant and lead a secured, dignified and respectable life.
- To effectively communicate and be able to market and sell their products

Context: All our students come from conservative background. Family members do not encourage girls to take up a job where they need to work for long hours. Dropout rates has been a challenge due to early marriages of girls while seeking education at the undergraduate levels. Hence we have been consistently motivating and encouraged our students to utilize their talents and potentials to develop the entrepreneurship skills. Parents are be continually motivated to permit their wards to complete the education, and girls are encouraged to pursue their education after their marriage. Our students creativity and talents have been enhanced to set up their own business and generate income by staying at home. Therefore, we have introduced training programmes, for income generating courses.

Practices: To continually motivate, guide and help our students to make their own living. Value added courses have been given a footing by establishing a Technology Centre, Fashion Designing, Tailoring, and Diploma in computer technology and IT skills have been introduced. Our management the K.M.E Society organizes Meena bazaar, exclusively for women every year in the month of December. Stalls are put up and given on rent for three days. Our college students also are given stalls to sell their products like Garments, Jewelry, Eatables, etc.) and develop their organizing skills and marketing strategies to earn profit. Our Alumni Association organizes an exhibition cum sale every year before Ramadan in our college auditorium for 2-3 days. Stalls are given to our own ex-students, who are entrepreneurs and from poor families. Students have learnt the art of business and earn profit.

The NSS unit of our college organizes camps and conducts classes free of cost during the period of the 07 day camp at Goveli, Kalyan. The programmes conducted during the seven day residential camp are Disaster Management, income generating courses, educational survey and healthy baby contest.
Pot Painting, Fabric Painting, Mehendi Designing, Beautician Course, mobile repairing in the adopted area like Madhav Nagar, Kaneri and Shama Nagar in Bhiwandi to the underprivileged who do not have access to the facilities. This activity was initiated by the NSS Unit of our college six years back which was later taken up by an NGO with Government aid. Government Certificate courses free of cost are now being conducted in those areas. Thousand females have benefitted by such course so far.
The Extension Education unit of our college also is actively involved in the development of entrepreneurship skills in the students. Annapurna Yojna Project of this Extension Education Unit was established in the Academic year 2009. Sixteen students enrolled themselves for this project.
Each student was guided to sell 25 items. Students learnt to sell snacks, jewelry, stationary items and gift articles in the college. 10% of the profit earned was donated to the Extension Education Unit. Crockery's and other items of utility were purchased. The Students' Council of our college also plays a vital role in giving an opportunity to the students to enhance and develop their abilities and potentials. It conducts workshops in which experts are invited from Pidilite paints Company and from

Creative Art Centre to give demonstration in Jewelry making, fabric painting, craftwork etc. The students also organizes

Recipe Contest, Mehendi Designing, Purse Making, Best out of Waste, Handicraft preparation contest, greeting card preparation, etc. to promote the entrepreneur skills.

Evidence of success: Many of our students are entrepreneurs in fashion designing, jewelry designing and running own centers. A lot of community women in our adopted areas are earning now by Mehendi designing in weddings and by undertaking tailoring work. Some of our students are engaged in catering work and earn their livelihood because of the training and guidance gained through Annapurna Yojana Project. Chocolates, candles are made by the students

Problems and Resources

Problems:

Our students have the skills and potential but they are not permitted by their parents to sell their products outside the college premises. Hence students have been trained to sell within the premises.

Our students who have enrolled for 'SEED' group possess ordinary standard machines with thin needles, hence stitching files, purses becomes difficult. Students also have problems in marketing their products. We had to look for professionals who would guide our students. Our Alumni Association has faced the problem of getting more ex-students involved in the Exhibition cum sale activity which is conducted before Ramadan. Many Ex-students get married early and hence are not able to spare time for the activities of Alumni Association. A few committee members have been motivated towards the noble mission .Through Extension Education project 'Annapurna Yojna, students will have to be trained and guided to plan out different strategies to attract buyers by launching products which are in demand.

Resources:

1. Skilled students.
2. Adequate infrastructure.
3. Motivated staff for guidance.
4. Supportive management.
5. Efficient leadership to implement the practice.

Annexure III (B)

Best Practice II
Title of the practice
The K.M.E. Society's Woman Achiever Award
Goal
Our goal is to select and award a woman in Thane Dist who has contributed and rendered her services and made a difference in the life of the underprivileged and unfortunate members of the society.
To acquaint and familiarize our students with the dauntless efforts, zeal and enthusiasm of woman rendering her services for a humanitarian cause. This woman can become a role model and a source of inspiration for our students.

The context
Our college having a minority status and being a purely women's college, the president Mr. Aslam Fakih (K.M.E.Society's) desired to acknowledge and appreciate a woman who has rendered her selfless services towards the society at large and brought a difference in the life of the underprivileged and unfortunate members of the society irrespective of caste, color, creed and religion with a secular approach. Thus he decided to launch a cash award of Rs.25,000/-, a citation and a Trophy. The aim of this initiative was to sensitize our students to the social, economic and educational problems
prevailing in the society and how to meet these challenges and overcome the
problems. This award could serve as an eye opener for the students.

The Practice
Throughout the year we work on gathering/collecting information about the details of the services rendered by a woman towards the society for a humanitarian cause. We also approach NGO's and agencies in this regard. Every year in the month of January advertisement is given in the leading newspapers covering Thane District such as Nav Bharat Times, Kalyan, Dombivli Plus, Inquilab and Urdu Times.
Applications are invited giving a time period of One month from the date of Advertisement.
Applications and nominations for awards are received and scrutinized on the criteria of major contributions to social upliftment in different fields.
One applicant is selected for the KME Society's Woman Achiever Award and the award is given at the International Women's Day Celebrations held every year in our college. The award comprises of a cash amount of Rs.25000/- a citation and a trophy.
This practice motivates our students to be socially responsible and contribute their services to solve social problems like illiteracy amongst Women, Child Labor, Health and Nutrition, Problem of women, dropouts in education etc.

Evidence of success
The awardees are good example and have become the role model for our students. Students get sensitized to social problems and understand the significance of human services. Our awardees influenced the students in the following manner:

1. Mrs. Zakia Khatib the awardee of March 2010 has spent 60 years of her life in the upliftment of underprivileged women and children, in the field of education and employment throughout Maharashtra through primary schools, Bazme-Niswa. Her story motivated many students to take up the teaching profession. Around 15% students are teachers in various institutions.

2. Dr. Geetha Mahajan the awardee of March 2011 is a social activist is the founder of Bharatiya Mahila Federation (Thane Samiti) she aimed at Women's equality, secularism, socialism, democracy, education and world peace. She proved to be a role model to our students. Many of our students around 12% of our students are collaborating with NGO's to contribute services. NSS Unit and Extension Education Units of our college have provided adequate platform to our students

3. Mrs. Stella Jimmy Morals is an ex-corporator.Through her organization "The Prem Seva Mahila Mandal" Kalyan which focuses primarily on the upliftment of the downtrodden women of the lower middle class, widows and domestic workers, Balwadi play School, Adult Education Assistance, Tribal Education etc. By listening to her experiences, our students got sensitized to social problems. College is privileged to produce Corporators in BNCMC, and many social activists.

4. Ms. Pratiba Menon the awardee of March 2013 is the founder and President of "Maharashtra Mahila Pragati Mandal", Thane. She has Contributed her selfless services to solve the problems of dalit women, tribal women in all the possible fields. These have inculcated tolerance confidence and a spirit of selfless devotion for the cause of humanity.

5. Mrs. Eva Athavia, the awardee of March 2014 Handicapped social worker from Kalyan, working for under-privileged women.

Problems Encountered and Resources Required
Resources required to implement the practice were as under:
We manage to get sponsors for the award. We plan to make an elaborate survey and find out an appropriate and deserving woman for this award.
Our biggest challenge is to face the society to motivate and encourage them to send their daughters for higher education.

Abbreviations used:

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

****