



K.M.E. Society's  
**G. M. MOMIN WOMEN'S COLLEGE**

Affiliated to the University of Mumbai, Reaccredited by NAAC with 'A' Grade, ISO 9001:2008 Certified Institution,  
Recipient of Best College Award

Selected for Star College Scheme of DBT, Ministry of Science & Technology

**ARTS • SCIENCE • COMMERCE • SELF FINANCING COURSES**

Ref No: GMMWC/AQAR2017-18/840/18

Date: 08/12/2018

To,  
The Director,  
National Assessment and Accreditation Council  
Bangalore.

**Subject: Submission of AQAR for the year 2017-18 by e-mail**

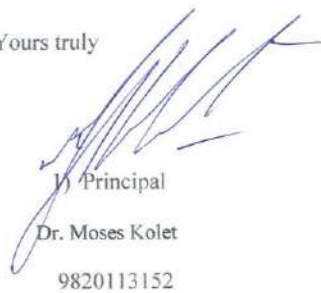
Dear Sir,

We are enclosing AQAR for the year 2017-18 with track ID MHCOGN 11391 of  
K.M.E.Society's G.M.Momin Women's College, Bhiwandi, Dist (Thane), State- Maharashtra  
Pin code 421302.

Kindly acknowledge

Thanking you.

Yours truly

  
1) Principal  
Dr. Moses Kolet  
9820113152

  
2) Co-coordinator IQAC  
Mrs. Jayashree Thakre  
9869137416

**Konkan Muslim Education Society's  
G M Momin Women's College, Bhiwandi  
NAAC Reaccredited with 'A' Grade  
ISO 9001-2008 Certified  
Recipient of "Best College Award" of University of Mumbai  
Selected for Star College Scheme of DBT, Ministry of Science and Technology**

**Annual Quality Assurance Report (AQAR)  
For the year 2017-18**



# Annual Quality Assurance Report (AQAR)

## Part – A

### 1.Details of the Institution

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

**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.Moses J. Kolet

**Tel. No. with STD Code:** 02522-225957

**Mobile:** 09820113152/07718977164

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

**Mobile:** 09869137416

**IQAC e-mail address:**

[gmmwciqac@gmail.com](mailto: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](http://www.gmmomincol.org)

Web-link of the AQAR:

[www.gmmomincol.org/AQAR2017-18.pdf](http://www.gmmomincol.org/AQAR2017-18.pdf)

## 1.6 Accreditation Details

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

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

1.8 AQAR for the year 2017-2018

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- |  |
|--|
| <ul style="list-style-type: none"> <li>• AQAR : 2014-2015</li> <li>• AQAR : 2015-2016</li> <li>• AQAR : 2016-2017</li> </ul> |
|--|

## 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**

DBT Star Scheme

**YES**

UGC-CE

**No**

UGC-Special Assistance Programme

**No**

DST-FIST

**No**

UGC-Innovative PG programmes

**No**

UGC-COP Programmes

**No**

### Any other (*Specify*)

Received

- “Best College Award” from University of Mumbai.
- Jagar Janivancha Second Prize at District level from State Government of Maharashtra.
- ISO 9001-2008 certification from BIS (Bureau of Indian Standards).
- Five departments recommended for Star College Scheme of DBT from the year 2016-17. (Departments of Botany, Chemistry, Information Technology, Physics and Zoology) received grant for 2017-2018.
- Winner of “**Thane Police Maha Karandak**” **First Position** in Bhiwandi Parimandal Zone and **Second Position** in Thane Police Commissioner Zone area respectively in 2016.
- Winner of “**Thane Police Maha Karandak**” **First Position** in Bhiwandi Police Parimandal Zone and **Third Position** in Thane Police Commissioner Zone area respectively in 2017.
- One student got highest marks in final year physics in University of Mumbai in female category.
- One student got **Inspire Scholarship** from Department of Science and Technology.
- One student won the award for ‘**Best Actress**’ in the short film”**Satark**” organized by thane police at District Level on 28/11/2017.
- One student won first prize at **International Intercollegiate Project Competition** by **SCIRE Science**.
- Our Department Of Lifelong Learning And Extension Unit received first prize in UDAAN Festival organized by University of Mumbai.
- **Best Principal Award** to Dr. Moses Kolet from “**Indo Global Chamber of Commerce**”.
- Our college received **Certificate of Appreciation** from **Mayor BNCMC** for excellent community work.

## 2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="10"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02/02"/>
2.3 No. of students	<input type="text" value="10"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="04"/>
2.9 Total No. of members	<input type="text" value="34"/>
2.10 No. of IQAC meetings held	<input type="text" value="18"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="63"/> Faculty <input type="text" value="05"/>
	Non-Teaching Staff <input type="text" value="07"/> Students <input type="text" value="04"/> Alumni <input type="text" value="03"/> Others <input type="text" value="44"/>
2.12 Has IQAC received any funding from UGC during the year?	
If yes, mention the amount	Yes <input type="text"/> No <input checked="" type="checkbox"/>

### 2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  District Level

(ii) Themes

- 1) Organized National Seminar on “**Iqbal: Thoughts and Art**” on 20/12/2017 in collaboration with Department of Urdu and Islamic studies of college.
- 2) Organized National Conference in collaboration with Department of Botany and Mycological society of India on “**Emerging Trends in Mycotechnology**” on 5<sup>th</sup> and 6<sup>th</sup> January 2018.
- 3) National Level Workshop on “**Lake Ecosystem and Wetlands**” on 20/01/2018.
- 4) Hands on training on “**Working on Maintenance of Laboratory Instruments for Laboratory/ Assistants and Laboratory/ Attendants**” was organised on 22/7/2017.
- 5) A one day regional workshop was organized on “**New amendments in API**” On 23<sup>rd</sup> of September 2017 by Dr. Vijay Pawar from Siddhartha College. Total 45 teachers attended the same.



## 2.14 Significant Activities and contributions made by IQAC

1. Prepared Annual planner for 2018-2019.
2. Guest lecture on “**Role of Academic Audit in NAAC accreditation**” was held on 13/09/ 2017. By Dr. M.R Kurup from Vaze College, Mulund. Total 51 staff members attended the same.
3. **E-Content development** for effective teaching was held in collaboration with department of physics and Asian Centre for Research and Training PUNE on 4/12/2017.
4. **Intercollegiate science carnival** under star college scheme was organised on 14/12/2017.
5. **E-Waste Collection** drive week was organized 10<sup>th</sup> to 17<sup>th</sup> December 2017.
6. Hands on training on “**Google Drive Operation**” for teaching and non-teaching staff was organised on 18/12/2017. (28 teaching and 11 non- teaching staff attended the training.)
7. Placement camp for IT students was organised on 18/12/2017. Thirty five students appeared and all the students cleared the aptitude test conducted by the CMS IT Services Pvt Ltd. Two students were selected after Technical and HR round on the pay roll of CMS IT Services Pvt Ltd.
8. Four Teaching Staff and One non-teaching staff member attended **PFMS-EAT module** conducted by the Regional Training Centre, Govt of India, and Mumbai.
9. Details for NIRF “**National Institutional Ranking Framework**” was uploaded.
10. Implementation of “Star College Scheme” by guiding and conducting various student related activities.
11. Conducted External Academic Audit on 21/04/2018.
12. Operated PFMS site for utilising grants from Government.
13. Guided and corrected the proposal for UGC Grant.
14. Log book updated and distributed to all the staff members.
15. The AQAR 2016-2017 was uploaded.
16. On 16<sup>th</sup> March 2018 teacher who have completed Orientation/Refresher courses shared their experience with all staff members.
17. Helped all the Committees to carry out Quality Programs and helped in Administrative work (LIC visit, Admission process, Exam Process, development of IQAC Cabin).

## 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 is mentioned below

Plan of Action	Achievements
<p>To motivate staff for presenting papers at workshops seminars conferences</p> <p>To motivate staff members to attend workshop and short term courses</p>	<p>100 % Staff members attended workshops, seminars, conferences and presented papers.</p>
<p>To Apply for NIRF</p>	<p>Applied</p>
<p>To Guide staff members to apply for minor research project University of Mumbai and State commission for women and various funding agencies</p>	<p>The research project was sanctioned for one lakh from State commission for women. The sponsorship for conference was also sanctioned for Rs. 50,000/-.</p> <p>One Minor Research Project of Rs. 75,000/-</p> <p>One Research Project on foldscope of 8 Lakhs.</p>
<p>To Conduct various extracurricular activities through committees, Short term courses and workshop</p>	<p>59 Curricular, co-curricular and intercollegiate programmes were organized by committees for students.</p>
<p>To continue community work through NSS, Extension Education and WDC.(Women Development Cell)</p>	<p>NSS organized 7days Residential camp at Bordi.</p> <p>Extension Education conducted community level activities</p> <p>WDC organized Woman Achiever Award ceremony on 8<sup>th</sup> March 2018.</p>
<p>To organise National level conferences and seminars</p>	<p>3National Conference/Seminars</p> <p>2 Regional and College Level workshop were Organised</p> <p><b>Eminent personalities visited our college during the year.</b></p>

Copy of **Annual Planner** for the year 2017-18 is given in **Annexure I**

**2.15 Whether the AQAR was placed in statutory body**      Yes       No   
Management       Syndicate       any other body  **GC**

Provide the details of the action taken

The external academic audit, Green and environmental audit was proposed to management and conducted external Academic audit and green audit.

College Development Committee was formulated on 24/4/2017 as per new University Act.

Part – B  
Criterion – I

**1. Curricular Aspects**

**1.1 Details about Academic Programmes 2017-18**

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	<b>02(Bot, Zoo)</b>	-	<b>02</b>	
PG	<b>15(13 by papers 2 by research )</b>	-	<b>15</b>	
UG	<b>21</b>	-	<b>05</b>	
PG Diploma	<b>01</b>	-	<b>01</b>	
Advanced Diploma	<b>02</b>	-	<b>02</b>	
UG Diploma	<b>03</b>	-	<b>03</b>	
Certificate	<b>17</b>	<b>18</b>	<b>35</b>	
Others	<b>01 (Summer School)</b>	-	<b>01</b>	
<b>Total</b>	<b>61</b>	<b>18</b>	<b>64</b>	
Interdisciplinary	<b>01(BSc Interdisciplinary)</b>	-	<b>01</b>	-
Innovative	-	-	-	-

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

**(ii) Pattern of programmes:**

Pattern	Number of programmes
Semester	<b>35</b>
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 II and Annexure II (A)**

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

Yes, Second year syllabus was revised for all subjects. Salient aspects are as follows

- The ability to analyze and interpret quantitative results, both in the core areas and interdisciplinary areas
- Ability to apply basic principles to solve new and unfamiliar problems and present challenges
- Employability and current market demand
- Our College played major role in syllabus updates by hosting and arranging syllabus up gradation workshops/revision workshops of teachers from all Colleges on behalf of University of Mumbai

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

Centre for Islamic Studies

## Criterion – II

### 2. Teaching, Learning and Evaluation

#### 2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
<b>35</b>	<b>29</b>	<b>05</b>	<b>-</b>	<b>01(Principal)</b>

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

<b>21</b>
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#### 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
<b>20</b>	<b>Nil</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>20</b>	<b>--</b>

#### 2.4 No. of Guest and Visiting faculty and Temporary faculty

Visiting faculty for PG courses – 08

Temporary faculty for unaided courses – 20(Inclusive of number mentioned in 2:3)

#### 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	<b>11</b>	<b>34</b>	<b>09</b>
Presented papers	<b>10</b>	<b>27</b>	<b>02</b>
Resource Persons	<b>02</b>	<b>02</b>	<b>03</b>

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

Following teaching methods were adopted by teachers.

- Academic videos shown to students.
- Group discussions.
- Library Surveys.
- Question Answer sessions.
- Power Point methods.
- Competition for students to prepare power point on syllabus related topics.
- First hand knowledge through excursions and study tours.
- The student performing best practical was declared as star student.
- Small projects were given to students based on their practicals.
- Traditional method.
- Vegetable and fruit carving of syllabus topic was taught by hands on training method.
- Documentary film was shown to students on relevant topic.
- Science based movies were shown to student.
- Seminars were conducted.
- Motivational sessions by previous Toppers were organized for current students.
- Hands on training given to students on some syllabus related topic.

- Slow and advance learner identified.
- Remedial lectures for slow learners are arranged.
- Seminar, conference, paper presentation by the students in our and other college.

**2.7 Total No. of actual teaching days** 195  
**During this academic year**

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

- Preliminary Examinations for all class.
- Review of unit wise plan for every semester examination.
- Display of examination Time Table well in advance as and when received from University.
- For Every Exam Junior supervisors, Senior Supervisors and Chief Conductor are appointed by the head of the institution.
- The papers are assessed by the respective subject teachers for the Semester I, II, III, and IV examinations.
- Moderation of answer sheets is carried out as per University rules.
- For all UG courses Semester V, VI examinations are held by the university and results are declared by university (for UG).
- Semester I to IV Question Papers are sent by University and papers are assessed by the college teachers and results are declared by the college as per guidelines issued by University of Mumbai.
- For all PG courses Semester I, II, III, IV examinations are held by the university and results are declared by university.
- Results of examinations are declared within 35 days after conclusion of exam.
- Photocopy of answer papers are provided on request to the students.
- Revaluation of answer papers is done on time so that there is no delay in admissions.
- Cross checking of 10% answer sheets and results is carried out.
- For University examination the answer key is provided by University.
- Centralized Assessment of answer sheet is carried out.
- On Screen paper assessment of final year and P.G. Classes was done by our staff members almost 100 % staff members assessed the papers on screen as per the directives of University of Mumbai. Micro CAP Centre for (OSM) On Screen Marking was activated in the college.
- Masking of answer sheets of First year and Second year Classes.
- Students are provided with laminated mark sheet with added security features.
- Separate room is allotted to download, print and photo copy of Question paper received on line in digital format from university of Mumbai and care is taken to maintain the secrecy and precautions are taken at every stage so that question paper is not leaked.
- Results declared on website by the college.

**Unfair means at Examinations**

- Students found adopting unfair means at the examinations (inclusive of theory and practical examinations, tests and tutorials) are dealt with as per the University Rules, MU Act 1994 and the provisions of Act No.XXXI/1982 and ordinance 5050.

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

04

02

03

**2.10 Average percentage of attendance of students**

82.62

**2.11 Course/Programme wise distribution of pass percentage:**

Title of the Programme	Total no. of students appeared	Division							
		O Grade	A Grade	B Grade	C Grade	D Grade	E Grade	Failure	Pass %
TY BA	85	12	51	17	01	--	--	04	95.29
TYBSc	135	28	70	14	05	--	--	18	86.66
TYBSc IT	43	16	23	01	--	--	--	03	86.66
TYBCom	108	03	47	33	15	01	--	09	93.02
TYBMS	45	04	11	14	08	01	--	07	84.44
MA	37	--	22	09	--	--	--	06	83.78
MSc	36	20	03	01	--	--	--	12	66.66
Msc IT	11	--	11	--	--	--	--	00	100
MCom	31	03	24	01	--	--	--	03	90.32

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

- The IQAC Members and ISO and academic internal auditors monitor the Teaching & Learning processes.
- The Review of teaching learning plan submitted by the teachers is carried out by the HOD/In charge of department /Principal.
- Departmental reports are scrutinised.
- Feedback from students and parents are collected and corrective measures are undertaken.
- Academic audit by internal audit committee and external auditors is done.
- Analysis of the audit is discussed with the Principal and suggestions are given to respective staff for improvement.
- Efforts are made to upgrade the professional competence of the staff. These are mechanisms evolved for regular performance appraisal of staff.



### 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	<b>03</b>
UGC – Faculty Improvement Programme	<b>01</b>
HRD programmes	<b>01</b>
Orientation programmes	<b>02</b>
Faculty exchange programme	<b>Nil</b>
Staff training conducted by the university	<b>02</b>
Staff training conducted by other institutions	<b>12</b>
Summer / Winter schools, Workshops, etc.	<b>35</b>
Others(Short Term Courses)	<b>01</b>

### 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	<b>07</b>	---	---	<b>16</b>
Technical Staff	<b>12</b>	<b>01</b>	---	<b>08</b>

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Active and functional Research Committee for staff as well as students.
- G. M. Momin Scholar's Academy where students of all levels and all faculties are promoted for research activities by giving them small research projects.
- Motivated staff members and Students to attend / present papers in Conferences, Seminars.
- Encouraged staff members to apply for minor /major research projects of University of Mumbai and UGC.
- Encouraged students to take part in Avishkar – research Convention conducted by University of Mumbai, as well as research conventions conducted by other colleges.
- Created healthy atmosphere for research activities and other extension activities.
- Oriented students towards research and inculcated research attitude and aptitude amongst under graduate students.
- Initiated small projects under star college scheme of DBT Ministry of Science and Technology.
- Applied and presented for National Centre for Quality Management BEQET (Best Educational Quality Enhancement Team) Award.
- Sensitized the students for various social aspects, students are motivated to go out of the campus and work in the society by the committees like DLLE and NSS.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	01	Nil
Outlay in Rs. Lakhs	Nil	Nil	Rs. 8,00,000/-	Nil

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	04	-	02	-
Outlay in Rs. Thousand	Rs.1,07,000	-	Rs. 1,75,000/-	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	54	06	01
Non-Peer Review Journals	-	-	-
e-Journals	04	-	-
Conference proceedings	01	04	-

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

Range  Average  h-index  Nos. in SCOPUS

**3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations 17-18**

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	One year	DBT	8,00,000/-	-
Minor Projects	One year	1.University of Mumbai 2.MSCW	1,75,000/-	1,75,000/-
Interdisciplinary Projects(One Project for Avishkar)	Three Month	College	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i> Projects for Avishkar 41 Projects	One year	College	20,000/-	-
Any other (Specify) Small research projects UG students	One month	College	-	-
			9,95,000/-	1,75,000/-

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

ii) Without ISBN No.

**3.8 No. of University Departments receiving funds from:**

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

**3.9 For colleges:** Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

**3.10 Revenue generated through consultancy:**

**3.11 No. of conferences organized by the Institution**

Level	International	National	State
Number	--	03	02
Sponsoring agencies	--	K. M. E. Society's G.M Momin Women's College. and M.S. Kodarkar Field Station Powai Mumbai	K. M. E. Society's G.M Momin Women's College. and Maharashtra State Commission for Women

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency

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

Total:

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	02
	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
11	01	05	-	03	01	01

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

and students registered under them

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  State level   
National level  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	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

**3.24 No. of Awards won in NCC:**

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

**3.25 No. of Extension activities organized:**

NCC	<input type="text"/>	University forum	<b>04</b>	College forum	<b>15</b>
		NSS	<b>13</b>	Any other	<b>59</b>

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

- Survey regarding status of women by DLLE.
- Street plays by DLLE students at schools.
- Chocolate Moulding and Basics in Innovative Baking workshops conducted by DLLE.
- Volunteering, rangoli making street play and model making in National Conference on Emerging Trends in Mycotechnology
- Mind Training Workshop organised by DLLE
- Workshop on stitching of eco friendly cloth bags organised by DLLE
- Workshop on Tips and tricks of makeup organised by DLLE
- One day rally on No Food Waste Campaign organised by DLLE
- Intercollegiate program on Women entrepreneurs organised by DLLE
- Tree plantation at state level by NSS
- Launch of plastic free campus
- Yoga Day Celebration by NSS.
- Swach Bharat Abhiyaan and Personal Hygiene programme at adopted area Madhav Nagar by NSS.
- NSS unit conducted income generating courses like mehendi designing, drawing, beautician, fabric work, painting for underprivileged girls and woman of their village.
- Cleanliness drive in adopted area.
- Blood donation through NSS.
- Voter awareness drive.
- Pulse polio immunization program
- Workshop on how to manage money by Commerce Association
- Workshop on milk testing by Commerce Association.
- Workshop on clay ,modelling and pottery, painting competition, university participation 50th youth festival
- Workshop on know your rights by WDC
- Placement cell in collaboration with CMS IT services Pvt. Ltd arranged campus placement for students.
- Professional skill workshop on wire flower making.
- Orientation program on gender sensitization was conducted.
- Workshop on gardening and landscaping was organised.
- Diploma course in basic yoga
- Interactive lectures on awareness of legal rights
- Street play and rally on ‘No Food Waste’

## 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	22	03	-	25
Laboratories	20	01(Language Lab)	Management	21
Seminar Halls	01	01(Multipurpose)	Management	02
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	166	STAR DBT	
Value of the equipment purchased during the year (Rs. in Lakhs)		25 Lakhs	STAR DBT	
Others	02 Rooms (Prayer Room and Common Room)	02 Gymkhana room	Management	04 Rooms

#### 4.2 Computerization of administration and library

Following facilities already exist.

Library				Administration		
Existing		Newly added	Total	Existing	Newly added	Total
Item	Number	Number		Number	Number	Number
Printer	02	-	02	04	01	05
Computer	09	-	09	12	01	13
Reprographic Machine	01	-	01	02	-	02
Lamination Machine	-	-	-	02	-	02
Currency Counter Machine	NA	-	NA	01	-	01
LCD Monitor	01	-	01	04	-	04
UGC Network Resource Centre for Research Activities	01	-	01	NA	-	NA
CCTV	02	05	07	02	--	02
Quran Read Pen	01	-	01	--	--	--

### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	3054	340145/-	494	75628/-	3548	415773/-
Reference Books	9618	3199638/-	369	298479/-	9987	3498117/-
e-Books	11	10415/-	143	-	154	-
Journals	83	44900/-	-	-	83	9600/-
e-Journals	6000 <sup>+</sup>	5750/- NLIST	6000 <sup>+</sup>	5900/- NLIST	6000 <sup>+</sup>	5900/- NLIST
Digital Database	-	-	Through NLIST	-	Through NLIST	-
CD & Video	299	-	30	-	329	-
Others (Maps)	72	11265/-	-	-	72	11265/-
Bound volume of journals	92	-	-	-	92	-
Donated Book	5991	-	13	-	6004	-

### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Computer Office	Departments	Others/I QAC cabin
<b>Existing</b>	141	04	141	03	02	12	12	02
<b>Added</b>	25	-	25	-	-	01	01	-
<b>Total</b>	166	04	166	03	02	13	13	02

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

- Internet is available in all the laboratories for teachers and students free of charge.
- Twenty Three (23) practicals related to technology Upgradation were conducted by the IT department for 110 students other than the regular syllabus related practicals.
- ❖ With the declaration of H. Sc. Results and following the admission guidelines of the University of Mumbai, the admission to first year classes (all streams) started from 1<sup>st</sup> June 2017 to 16<sup>th</sup> June 2017 by the Admission Committee in collaboration with IT Department.
- ❖ One staff member attended a 2-Day Faculty Development Programme on “Python” under Star College Scheme of DBT at Vikas College, Vikhroli on 16th June-17th June 2017.
- ❖ One of the staff member attended a workshop on “Python Practical” on 4<sup>th</sup> July 2017 at S. K. Somaiya College, Vidyavihar.
- ❖ One Staff member attended a workshop on “Mobile Programming Practical” on 5<sup>th</sup> July 2017 at MCC College, Mulund.
- ❖ A one-day Workshop on “Working and Maintenance of Laboratory Instruments” under Star College Scheme of DBT was organized by IQAC on 22<sup>nd</sup> July 2017.
- ❖ An Inter-Departmental PowerPoint Competition was organized by Dept of Physics under Star DBT on 29<sup>th</sup> July 2017.
- ❖ One student of (T.Y.BSc.IT) participated in the online InTech Olympiad 2018 Contest that aims to provide opportunities to engineering students in India.
- ❖ One staff member represented the college by participating in the Audio-Visual Presentation titled “Innovative Teaching & Learning - VIRTUAL LABS” for the Teachers Day Celebration organized by the K. M. E. Society on 6th September 2017.

- ❖ Seven students from MScIT-Part 2 - along with Teaching Staff attended **Android Training** on Saturdays and Sundays organized by AMFCC from 19<sup>th</sup> September 2017.
- ❖ One staff member and 10 Students from F.Y.BSc.IT attended a **workshop** titled “Learning Science through innovative and fascinating experiments in Physics” organized by Physics Department under Star College Scheme on 19th September 2017.
- ❖ A **State Level Seminar on Cyber Crime Forensic** was attended by IT staff along with 11 MScIT Part-2 students at Shri M.D. Shah Mahila College of Arts & Commerce, Malad (West) on 23rd September 2017.
- ❖ One staff member attended a **workshop** on “**Design Elements of a Net Positive Energy House**” by Team Shunya: Explore the intricate design and engineering marvels that go behind the building of sustainable living spaces at IIT Bombay, Powai Hall 22, VMCC on 8th October 2017.
- ❖ One staff member attended a **workshop** on “**The Making of a Satellite**” by the Student Satellite Team: Understand the Technical and organizational challenges encountered in the process of building and making the Pratham satellite ready for launch at IIT Bombay, Powai Hall 22, VMCC on 8<sup>th</sup> October 2017.
- ❖ A **Two Day Regional Level Networking Course** was organized by Department of IT in collaboration with IQAC under Star College Scheme of DBT on 14th & 15th October 2017 respectively.
- ❖ The staff members attended One Day Training Program on “**Developing E-Content for Effective Teaching**” organized by Internal Quality Assurance Cell and Department of Physics in collaboration with Asian Centre for Research and Training held on 4<sup>th</sup> December 2017.
- ❖ The Department of IT organized **3-Days 2-Nights Study Tour to Pune** from 11<sup>th</sup> December 2017 to 13<sup>th</sup> December 2017, where 50 UG Students and 2 PG Students along with 3 teaching staff members attended. A session on “Innovative Lab” and “Demonstration of Azam Campus Server Room” was conducted at Allana Institute of Management Sciences, Pune.
  - A Workshop on “Emerging Trends in IT and Management” was organized by Allana Institute of Management Sciences, Pune in collaboration with G.M. Momin Women’s College. Dr. (Prof.) R. Ganesan (Director, AIMS) and his team conducted the workshop.
  - Staff member and students visited the Centre for Development of Advanced Computing (CDAC) at SavitriBai Phule Pune University Campus where **India’s 4<sup>th</sup> Supercomputer - PARAM** was shown and demonstrated.
  - Staff member and students visited the Thermax Global Company-Sustainable Solutions Energy & Environment which is a leading company working for the Green Technologies.
- ❖ A **2-Day Intercollegiate Robotics Workshop** was organized on 22<sup>nd</sup>-23<sup>rd</sup> December 2017 under the Star College Scheme of DBT.
- ❖ A seminar on “**Digital Marketing**” was organized by Department of IT in collaboration with Department of BMS on 15th February 2018. A total of 297 participants including students and staff members attended the same.
- ❖ Workshop on “Smart Board Training and Visualiser Training” to all teaching staff was organised on 16<sup>th</sup> February 2018.
- ❖ A **demonstration of Motherboard** was given to all IT students by Lab Assistant & Lab Attendant on 19<sup>th</sup> March 2018.
- ❖ Two staff member of IT attended **Faculty Empowerment National Seminar on “Awareness on e-learning and MOOCs”** at Birla College on 7<sup>th</sup> April 2018.
- ❖ The Department also played an important role in uploading of events on the **college website** as guided by the higher authorities. The **On-Screen Marking Assessment (OSM)** was also conducted in the IT Lab of the department throughout the year.



**4.6 Amount spent on maintenance in lakhs:**

i) ICT	<b>6.287</b>
ii) Campus Infrastructure and facilities	<b>0.878</b>
iii) Equipments	<b>21.699</b>
iv) Others	<b>43.053</b>
<b>Total:</b>	<b>71.917</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Optimization and integration of modern methods of teaching and learning.
2. Training Program for Laboratory assistants and Laboratory attendants was organized. Two teaching, 14 non- teaching staff was participated from other nearby colleges where as 21 teaching staff, 17 non teaching staff and 14 students for our college were benefited.
3. Provided training on “Operation of Smart Board” was organized on 16/02/2018, 11:00a.m. to enhance teaching methodology. 38 Teaching staff and one non teaching staff benefited.
4. On 4th December, 2017, workshop on “Developing E-content for effective Teaching” was organized to provide support to students at the time of exam.40 teaching staff and 14 students were benefited.
5. Ensuring adequacy, maintenance and proper allocation of support structure and services.
6. Developed Networking with other institutions government bodies and ranking agencies in India.
7. Ten Students and two ex-students are appointed as student representative for IQAC meetings; to obtain suggestions and feedback from the students.
8. The students related committees were guided to carry out quality related programs and helped in conducting various activities.
9. Five Memorandum of understanding were signed to give opportunities to students to interact with different scenarios.
10. Tally, basic computer, stitching courses for beginners, baking, vegetable carving, free of charge courses through grant obtained from state commission for women.

#### 5.2 Efforts made by the institution for tracking the progression

- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Counselling through parents meetings.
- Tracking of student (U.G & P.G.) going for higher studies through respective department and alumni.
- Starting value added certificate courses.
- The second year of B.Sc. (Inter-Disciplinary Studies) course was introduced.
- The department of Botany received recognition from the University of Mumbai for M.Sc (By Research) and Ph.D.
- Monthly meetings were organized between student representatives and Principal.
- For Direct interaction of principal with student:
  - Monthly meeting were arranged for class representative students with Principal
  - New Interaction Board (named by “Green Board”) kept in corridor for displaying opportunities for students.
  - Suggestion box were maintained for tracking students needs.
  - Student council was formulated and functioned as per norms.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1414	237	7	35

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

04

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

01

Men

No	%
	<b>0</b>

Women

No	%
	<b>100</b>

General	Last Year (2016-17)						This Year (2017-18)					
	SC	ST	OBC	Physically Challenged	NT	Total	General	SC/SBC	ST/NT	OBC	Physically Challenged	Total
<b>1566</b>	<b>12</b>	<b>1</b>	<b>127</b>	<b>00</b>	<b>00</b>	<b>1706</b>	<b>1483</b>	<b>14</b>	<b>1</b>	<b>194</b>	<b>01</b>	<b>1693</b>

Demand ratio: 1.43:1 (No of applications /seats)

Dropout 14 %

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

- Students, under TALERANG SWADISHA, faced general aptitude test between 13<sup>th</sup> march, 2018 to 26 march, 2018 as training for competitive examination. **150 students** participated in this coaching.
- Guided **7 students** to enroll their name for Indian Accounting Talent Search, on 4th February 2018, as training for competitive examination.
- **8 students** participated in Commerce Wizard talent search conducted by ICAI (Institute of Chartered Accountants of India).
- IYF (International Youth Fellowship) Mind Training Camp at Gurunanak College of Arts, Science & Commerce Sion, Mumbai on 16th September 2017, was attended by **45 students**.
- Mind Training workshop (IYF) was held on 11<sup>th</sup> January, 2018, to help students for their preparation for the examination. **346 students** from our college benefited.
- Aptitude test was conducted on 06th Jan, 2018 for all undergraduate students of commerce total **210 students** participated in this test.

No. of students beneficiaries

766

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

NET	<b>01</b>	SET/SLET	<b>02</b>	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

#### 5.6 Details of student counselling and career guidance

- **21 students** from Career Project group of DLLE have organized a poster competition to give career guidance on career like Management, Teaching, and Fashion Designing.
- On Republic day, 26<sup>th</sup> January, 2018, NSS team of our college called Ex-NSS Leaders Ms. Saleha Momin, Ms. Soumya Shetty, Ms. Fiza Momin and Ms. Latifa Parkar who guided NSS Volunteers for their career and life after college. **150 students** were benefited.
- College started one research project of Mahila Ayog on Encouraging, promoting and developing Entrepreneurship skills among Muslim girls student in Bhiwandi. For five months (January -May, 2018). Main focus of this activity is on skill development courses for students. **220 students** were benefited.
- Motivational lecture arranged for T.Y B Com. 03 ex- students (Ms. Vinchu Ayesha Salim, Ms. Quraishi Al Maher Bano, Ms. Duldule Rusaifa saad) were called to guide them on career advancement. **111 students** were benefited.

No. of students benefitted

502

## 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
<b>01</b>	<b>35</b>	<b>02</b>	<b>18</b>

## 5.8 Details of gender sensitization programmes

- “Gender Sensitization” orientation program on 5<sup>th</sup> August 2017, where the representatives of the Gender Champion Committee brought to focus various women traditional and contemporary issues through documentary and PowerPoint Presentations.
- “What’s Your Yes and what’s Your No”, an intercollegiate competition in collaboration with MAJLIS, NGO, was organized on 19<sup>th</sup> September, 2017.
- Power Point Presentation on the topics of ‘Role of Media in Society’, ‘Right to Privacy’ was held under the banner of Bhiwandi Human Right Forum for women of college. 18 students were participated.
- On 19<sup>th</sup> January, 2018, a screening of film was held in college on ‘Communal Harmony’ for students.
- On 5<sup>th</sup> August, 2017, Power point presentation; Orientation Programme on Gender Sensitization. 19 participants and 62 students benefited.
- On 25<sup>th</sup> September our NSS unit organized a “poster competition on women and child labour; at college level. 15 students participated of which 3 were awarded prizes.

## 5.9 Students Activities

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

#### Other events:

State/University level  National level  International level

#### No. of students participated in cultural events

University level  State level  National level

### 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

Others: International level  National level  University level

## 5.10 Scholarships and Financial Support

	Number of Students	Amount
<b>Financial support from institution</b>		
1. Zakiya Khatib Memorial Scholarship	02	7,000/-
2. Shri. W.W. Gurjar Memorial Scholarship	02	7,000/-
3. Subsidy given to students	31	3,59,130/-
<b>Total</b>	<b>35</b>	<b>373,130/-</b>
<b>Financial support from government</b>		
Department of Student Welfare	04	4,000/-
Post matric Scholarship-	174	10,47,515/-
Number of students who received International/National recognitions	01	1,20,000/-
<b>Total</b>	<b>179</b>	<b>1,171,515/-</b>
<b>Financial support from other sources</b>		
ANGC-	15	12,000/-
<b>Total</b>	<b>15</b>	<b>12,000/-</b>
1. Minority Scholarship EBC	00	00
2. Scholarship from Trust	14	104,000/-
3. Mumbai University	00	00
<b>Total</b>	<b>14</b>	<b>104000/-</b>
<b>Total</b>	<b>243</b>	<b>1,660,645/-</b>

#### 5.11 Student organised / initiatives

Fairs	: Community level	<b>03</b>	National level	<b>--</b>	International level	<b>--</b>
Exhibition:	College level	<b>05</b>	National level	<b>01</b>	International level	<b>--</b>

#### 5.12 No. of social initiatives undertaken by the students **19**

Sr. No.	Activities	Date	No. of Participants/ Students
1.	College Level Yoga Day Celebration by NSS Students	21 <sup>st</sup> June 2017	45
2.	Tree plantation for 100,000 trees at State level programme	5 <sup>th</sup> July 2017	10
3.	Students of college volunteered for the Projects for Adopted Area under N.S.S. following projects were selected and undertaken. 1.Youth for Cleanliness 2.Health and Hygiene 3.Women Empowerment	26 <sup>th</sup> July 2017	30

4.	Cleanliness Awareness programme by the NSS Volunteer students in their adopted slum area.	28 <sup>th</sup> July 2017	35
5.	Awareness Campaign for Personal Hygiene in the Adopted area in Madhav Nagar, Bhiwandi Area	1 <sup>st</sup> August 2017	48
6.	Voters Awareness Campaign “Campaign for Registration of Youth Voters in Bhiwandi”	16 <sup>th</sup> August 2017	250
7.	Education Survey by Students at Adopted Area: Madhav Nagar	From 12 <sup>th</sup> Sept-20 <sup>th</sup> Sept 2017	90
8.	University Level Bhajan Yatra from Kalyan to CST	2 <sup>nd</sup> October 2017	25
9.	Launch of “Plastic Free Campus” Campaign	3 <sup>rd</sup> October 2017	60
10.	Pre-Camp meeting of Programme Officers & student leaders	15 <sup>th</sup> October 2017	03
11.	NSS Camp	21-27 October 2017	115
12.	Survey on Health & Hygiene in Bhiwandi	8 <sup>th</sup> November to 25 <sup>th</sup> January	01
13.	Blood Donation Camp	7 <sup>th</sup> December 2017	150
14.	E-Waste Awareness & Collection Drive (Week) in College Campus	09 <sup>th</sup> to 16 <sup>th</sup> December 2017	80
15.	Income Generation Courses were conducted in Adopted Area of Madhav Nagar and Shama Nagar in Bhiwandi by N.S.S. students	16-24 January 2018	50
16.	Pulse Polio Immunization Programme	30 <sup>th</sup> January 2018	34
17.	a short film titled ‘Satark’	22 <sup>nd</sup> November 2017	10
18.	Sky Observation : Supermoon	31 <sup>st</sup> Jan 2018	230
19.	Community Level Awards	26 <sup>th</sup> January 2018	150
20.	Women’s Day Event	08/03/2018	80

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

There were no major grievances

## Criterion – VI

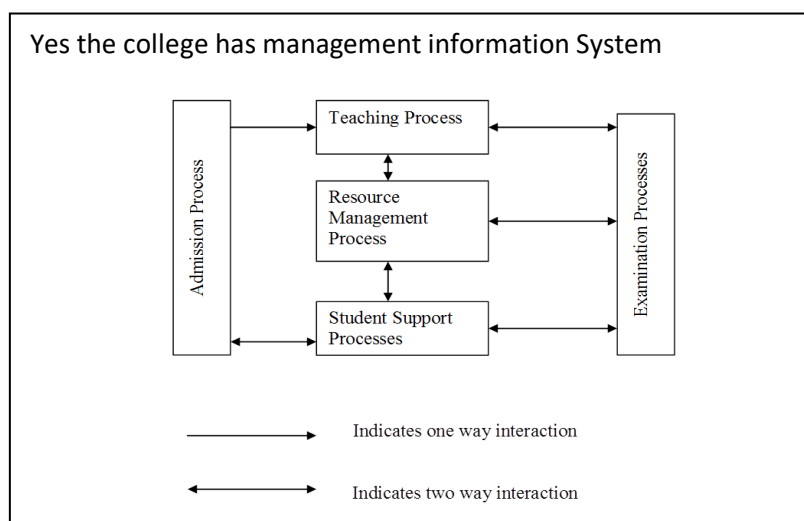
### 6. Governance, Leadership and Management

#### 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

Teachers are motivated to participate in curriculum based programme organized and conducted by institution or by other institutions, syllabus designing, inputs in syllabus improvisation, etc.

Various values added courses and skill development courses are conducted in addition to curriculum of the university:

08 teachers are member of board of studies and syllabus revision committees of the university.

##### 6.3.2 Teaching and Learning

1. Students feedback and administrative monitoring for teaching and learning process is done.
2. Regular evaluation of students by conducting month-wise and quarterly tests.
3. Lesson plans prepared in the beginning of semester and review is also recorded by ISO internal auditors and care is taken to follow the teaching plan to complete the portion on time.
3. ICT is used for better understanding of concepts.
4. Free internet facility for staff and students.
5. Internal and external academic audit conducted.
6. Teachers are appreciated by the management for using innovative teaching methods and for 100% results.
7. Teachers are appreciated by management on achievements of staff in academics and research and for special achievements.
8. Student academic toppers are appreciated by management and the college authorities.

9. Through industrial visits teacher and students get exposure to actual working environment and theoretical and practical aspect of industrial and institutional demands.
10. Interaction with industries and corporate executives.

### **6.3.3 Examination and Evaluation**

1. Orientation of students for various courses and their applications.
2. Students are informed in the beginning of the academic year in orientation programme by the Principal and convenor of examination committee about the examination system to be faced by them.
3. Staff members are informed about internal assessment, supervision duties and evaluation schedules in the staff meetings and through examination recording notices and circulars.
4. Semester I, II, III, and IV exams are conducted by the University and evaluation is done by the college teachers.
5. Evaluation of all semesters is done strictly according to norms of university.
6. Semester V practical examinations for science faculty are conducted as per the guidelines of University of Mumbai (CBSGS).
7. Semester VI practical examinations for science faculty are conducted by the University of Mumbai (CBSGS).
8. Post Graduate Examinations are conducted by University of Mumbai.
9. The duties assigned for examinations as Chief Conductor, Senior, Junior Supervisor and all other duties are allotted as per the University norms.
10. OSM (On Screen Marking) was started last academic year. Our college was one of the first to request and was given micro CAP centre for online assessment of digital answer. Total number of teachers 52(43 from our college and 9 from other colleges) carried out OSM in our institution.
11. 5000 digital answer papers belonging to 16 subjects were assessed in our micro CAP centre.
12. Allotted facilities as per norms are extended to physically and mentally challenged candidates.

### **6.3.4 Research and Development**

- Scholars Academy, Students Research Project committees are formed for students to develop research temperament.
- Research guidance committee was formed by college to check and forward research proposals.
- All minor research projects were scrutinized and forwarded through this committee.
- 06 teachers are members of editorial board of different scientific journals.
- Research projects were done under star college Scheme of DBT.
- 03 National conferences were organised by the college.
- Students and teachers are encouraged to participate in research convention University level Avishkar. 41 projects were prepared by students and participated in Avishkar.
- National Science Day was celebrated in our college. The chief guest was the winner of Avishkar at State Level.
- Staff members are motivated to apply for minor and major research projects of University of Mumbai, DBT and UGC Staff members are encouraged and incentives are given to present papers at conferences and seminars.
- The institution has well equipped laboratories for science faculties from U.G. to P.G. in subjects of Biotechnology, Chemistry, Physics, Maths and IT and U.G to PhD in Botany and Zoology.
- The institution has a Plant tissue culture laboratory. Teachers are motivated to apply for recognition as a teacher of University of Mumbai for M.Sc. Degree (By Research) and Ph.D. Degree and guide students in research.
- Teachers who joined with PG degrees are motivated to enroll for obtaining Ph.D. degree.
- All available incentives are provided to such teachers.



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

- Language laboratory has been established new computers were added in the college.
- Computers, Laptop, I-pads, Interactive boards, Wi-Fi, Scanners, CCTV, internet connectivity are available.
- College has CCTV cameras for Security. CCTV were added during the year.
- Provision of latest collection of reference books and journals which is updated and is available for research students.
- Additions in digital repository.
- Instruments worth Rupees 25 Lakh were added during the year.
- The college follows Interdepartmental sharing of instruments and laboratory equipments at times of needs.
- Upgraded Library software 4.3 version with barcode facility.
- INFLIBNET - ENLIST software to access online journals and papers.
- Multipurpose Hall was inaugurated along with 02 classrooms, 01 common room and 01 room for sports.
- Training in ICT given to staff.

### **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 ensure that quality requirements are fulfilled successfully.
- Grievance committee has been set up to look into issues if any.
- Training regarding audit was given to all teachers.
- ICC (Internal Complaint Committee), WDC (Women Development Cell) Committee have been setup in the college, Discipline committee setup.

#### **Organogram of Human Resource Management given in ANNEXURE- III**

### **6.3.7 Faculty and Staff recruitment**

- Staff recruitment is as per U.G.C norms and the rules set by Govt of Maharashtra and University of Mumbai are followed.
- Care is taken to ensure transparency in the recruitment process.
- Temporary staff recruitment and staff for unaided section is appointed by the Management and approved by the University of Mumbai.
- 28 past students are serving our institution in capacity of faculty and staff.

### **6.3.8 Industry Interaction / Collaboration**

- Guest lectures by eminent scientist/personalities are organized by the departments and associations.
- College has collaboration with Technology Centre to introduce value added courses like computer courses and fashion designing.
- Corporate leaders provide in house training to the students.
- Industrial visits and excursions are organized as per the syllabus requirements and also in addition to syllabus.
- 11 collaborations and 32 Linkages were established by the college during the year.
- Shree Ambika Yoga Kutir Thane collaborated with the College for certified course in yoga.
- Collaborations are also done with Cosmetics and Biotechnology divisions of K.E.Ts Vaze College, Mulund, Mumbai and Krishna Jal at Kasheli, Sandeep foundation, Nashik and fermentation industry Sula vineyard to give firsthand knowledge of their industry and produces.

- College are guided by IQAC for NAAC and Star College Scheme.
- Physics department in collaboration with Future chip technologies, Pune organized training on basic electronic circuit designing and building.
- College has collaboration with Spectrum Academy for free coaching for UPSC, MPSC and complete exams.

### 6.3.9 Admission of Students

1. The college has separate admission committee of teachers for aided and self financing courses to take care of admission of the students. Admission is granted on merit basis and in strict accordance with the norms laid down by the University for Admission to Degree Courses. The admission process is fully online and merit list are displayed on website as well as on digital notice boards and notice boards.
2. First year Admission starts immediately after the declaration of results of the H.S.C. Board.
3. The College has a Minority status. Hence 50% seats are reserved for Muslim minority.
4. The in-house students of the Junior Colleges run by the same Management are also given preference in admission.
5. Special consideration to the economically and socially disadvantaged students is given.
6. Preference is also given to Students form reserved categories and physically challenged students.
7. All admissions are provisional till approval by the university and is valid only for one academic year and require renewal for each subsequent year.
8. ATKT (allowed to Keep Terms) rules of University of Mumbai are followed while granting admission to Second Year and Third Year.
9. Admission to S.Y.B.A / B.Sc. / B.Com/S.Y. BMS and T.Y.B.A. / B.Sc. / B.Com. for outside students are granted in the first week of June, subject to availability of seats in the respective classes. The committee scrutinizes the applications for admission with respect to fulfilment of the eligibility criteria prescribed by the University of Mumbai.
10. The marks obtained in Higher Secondary Examinations forms the basis for admissions for UG Courses.
11. Students excelling in sports and other cultural activities, the physically challenged, and also wards of serving and retired defense personnel government employees on transfer are given preference as per the norms of the University.
12. The wards of staff employed in the K.M.E. Society are given preference under the management quota seats Reservation under management quota is as per University norms.
13. Seats are granted to outsiders, other than in-house students on the basis of merit.
14. The enrollment and admission procedure is very flexible, liberal and smooth and transparent.
15. For Post- Graduate M.A, M.Sc. (Chemistry, Physics, Mathematics, IT, Zoology) and M.Com courses all the students are admitted on merit basis by the college.
16. For M.Sc. courses, 70% seats are filled on merit basis by the University and are sent to the College. 30% of seats are filled by the college on merit basis.
17. M.Com and M.A seats are given on first come basis. for Ph.D. programme students are selected on merit basis after the interview held by the college as prescribed by University of Mumbai. No donations are accepted for admission in any of the class.
18. 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 understanding.
19. Students can also take admissions in B.Sc. ID (Interdisciplinary Studies) where they also learn commerce /management/software skill related subject in first and second year.

### 6.4 Welfare schemes for Staff

- Duty leave and registration fee to attend Seminar/Conferences/Workshops is provide
- Salary advances paid by the management for newly recruited staff till approval is received.
- Non-teaching Staff are encouraged to participate in intercollegiate competitions. Duty leaves are sanctioned to attend workshops, entry fees/ registration fees are borne by the college.

- Interest free advances and loans to teaching and Non-teaching staff are sanctioned to needy staff members.
- Uniform is provided to class IV employees.
- Gloves and goggles for laboratory staff and attendants handling chemicals are provided by the college.
- College sponsors one day excursion for non-teaching staff.
- Distribution of Eid incentive to non-teaching staff.
- Free of cost Health check up is done for all staff.
- As majority of students are economically weak so they are allowed to pay fees in installments.
- Transport is arranged by the college at subsidised rate for the students participating in intercollegiate events and also teacher escort the students.

**6.5 Total corpus fund generated:** Rs 1416308/-

**6.6 Whether annual financial audit has been done** Yes

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

Audit Type	Internal		External	
	Yes/No	Authority	Yes/No	Agency
Academic	YES	Internal auditors	Yes	BIS /ISO and External University auditors
Administrative	YES	Internal auditors	Yes	BIS/ISO and External University 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 online and offline was carried out in the college. FY (First year), SY (Second year) and TY (Third year) Exams are conducted by the University with exam centre at our 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 examiners, Moderators, paper setters. 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 is done as a measure of transparency in assessment. Micro CAP centre for OSM was granted to college by the University. Online assessment of digitally scanned answers sheets uploaded by the university is done in our micro CAP centre. University health centres operate through mobile network and WhatsApp

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

Applied Component exams for TYBSc (Paper setting, Assessment, Moderation, uploading of marks) are conducted by the college as per University guidelines. All internal examination are conducted by the college University of Mumbai favours autonomy for its colleges who wish to apply for the scheme.

#### **6.11 Activities and support from the Alumni Association**

##### **Major activities of Alumni:**

1. The ex-students of this college are the most loyal supporters, ambassadors and potential human resources, which can be tapped at any time.
2. The Alumni Association organizes exhibition cum sale for one day every year to raise funds and donate it to the college.
3. The Alumni Association fosters the spirit of loyalty to promote general welfare of the organisation through various programs & activities.
4. They collect donations (Zakat) from the Muslim community to give the financial help to few needy students of our college.
5. One of the ex-student started a stationary items shop in the college campus.
6. Cafeteria (Zaika) started by ex-student and is running successfully.
7. Green audit has been initiated by Alumni Association.
8. Most of the departments of the college conduct alumni meet every year.

#### **6.12 Activities and support from the Parent – Teacher Association**

Orientation Programmes are organized for the Parents and Students at the start of a new academic year. Parents get information about the pattern of examinations, extracurricular activities & scholarship opportunities and other facilities & support provided by the college.

Orientation programmes are a fantastic opportunity for parents to know what to expect in the coming year and also equip themselves for it.

Orientation programmes facilitate the transition and integration of students into the college learning environment.

Teachers meeting with parents are regularly conducted class wise to share the progress of the students. Feedback from the parents 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 if required in writing too.

P.G. and inter disciplinary courses are running successfully in our college, which were started after the feedback from parents.

### **6.13 Development programmes for support staff**

- The staff are motivated to improve their educational qualification and qualities.
- All Staff are encouraged to acquire ICT skills.
- Training programmes for software skills are conducted for enhancement of the knowledge of staff members.
- All the staff members attend the workshops, seminars and Orientation programmes.
- One day workshop on “working and maintenance of laboratory instruments” organized by IQAC under Star College Scheme funded by DBT.
- One day Lecture cum demonstration on “care handling and maintenance of Microscope” organized by Dept. of Zoology under Star College Scheme of DBT.

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

- **Energy conservation**– Strict measures are taken to minimize the electricity consumption. Air conditioners are used only when utmost required.
- **Use of renewable energy**– Planned to install solar units inside the campus.
- **Rain Water harvesting** – Installed and successfully working. Ground water is charged by this process ensuring year round water supply to our campus and surrounding areas.
- **Plantation**– Students have planted 50 tree saplings inside the campus.
- **Hazardous waste management**– Effective house-keeping system is practiced where hazardous 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** –Our entire campus is on its way to become a no plastic zone.
- **Green audit** – External auditors inspect & evaluate environmental compliance of the college.
- **Broken glass and apparatus are collected and sent to recycling plants.**

## 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.**

- The rain water harvesting scheme is successfully running in the campus since 2013. The water table is raised as water is available in April and May where the water used to get exhausted in the month of February.
- Cycle club and Positive thinkers club was formed.
- Workshop on Awareness on Cyber bullying is regularly conducted.
- Skill based certificate courses were conducted to help students take up entrepreneurship in future.
- Gender sensitization and Gender Awareness programmes are conducted continually to benefit the community in general.

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

<b>The plan of action in the year 2017-18</b>	<b>Status</b>
To apply for FIST	<b>Done as per plan</b>
To apply for grants to DST	<b>Done as per plan</b>
To motivate teachers to obtain patent	<b>Two patents have been applied and approval awaited</b>
To equip our laboratories with modern facilities and equipments	<b>Achieved under DBT Star Scheme</b>
To conduct environmental audit	<b>Partly done. To be carried out on full fledge in 2018</b>
To conduct certificate courses for students	<b>Conducted 35 Courses</b>
To organise National seminar	<b>Three National seminars organised</b>
To apply for NIRF	<b>Applied</b>
To organise training programme for nonteaching staff	<b>Organised</b>
To obtain grants from State commission for women	<b>Obtained One Lakh Rupees</b>
To conduct at least one programmes related to each NAAC criteria	<b>Conducted</b>
To motivate more students to participate in research convention AVISHKAR of University of Mumbai	<b>41 Projects were sent</b>
To carry out PFMS - EAT module for expenditure of star funds	<b>All expenditure of star funds were made through PFMS-EAT module</b>
To conduct financial audit of the institute	<b>Conducted</b>

To form cycle club and positive thinkers club for physical, mental and spiritual well being	<b>Formed cycle club and positive thinkers club</b>
To inaugurate fourth floor in the extension building with Multipurpose hall for various activities	<b>Inaugurated</b>
To collect online feedback.	<b>Done</b>
To carry out External Academic audit	<b>Done</b>

- All activities of the committees and departments were conducted as per Annual calendar schedule.

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

- Women Achiever Award.
- Earn and Learn Scheme.

**(Annexure IV A and IVB)**

### **7.4 Contribution to environmental awareness / protection**

- Tree Plantation – Around 100 tree saplings were planted in the vicinity of Bhiwandi, survival rate is 60 percent. This is to support the Govt. Of India initiative of planting trees
- Swach Bharat Abhiyaan – It is been implemented in our campus and also been seeded into the students to keep their surroundings clean and motivate the local people for keeping the environment clean.
- Sanitary Pads vending Machine operated with smart card has been installed in the college premise.
- 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.
- Green Audit- Has been planned and partially carried out to implement the green technologies for cleaner and safer environment.

### **7.5 Whether environmental audit was conducted? YES**

Our college has been working with green practices in mind. Our aim is minimise the pollutant release in the environment and practice recycling of wastes.

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

- The college has been receiving funding from DBT Star Scheme, and it has helped the college to purchase advance instruments for the laboratories.

- Students were motivated to take small research projects for helping them develop their attitude towards scientific methodologies.
- Special care is been taken to enhance and maintain the infrastructure. Inverter back ups are setup in College office and laboratories.
- Special RO filter is been installed to provide the faculty and students with good quality drinking water.
- Students are continually encouraged and guided to get various scholarships.
- Research projects have been undertaken by staff.
- Training program for non teaching staff to use laboratory instruments was conducted.
- Grants were received from State Commission for Women.
- College has applied for NIRF ranking.
- Multipurpose auditorium was inaugurated.

<b>STRENGTH</b>	<b>WEAKNESS</b>	<b>OPPORTUNITY</b>	<b>THREATS</b>
1. Committed Management. 2. Effective leadership of Principal. 3. Selected for Star Scheme Of DBT. 4. Dedicated Students explore new avenues. 5. High IQ, Pick up very fast, retain better. 6. Strong cultural and values imbibed in students since childhood. 7. Research projects undertaken by students and teachers.	1. Conservative mindset of parents. 2. Early marriages of our students being the hindrance for their progression. 3. Extremely non cooperative parents. 4. Attitude of complaining. 5. Frequent power disruption, load shedding, fluctuations in electrical supply. 8. Want to learn everything but under their fixed college/lecture hours.	1. To enhance research culture among staff and students. 2. Scope to develop as centre for potential excellence for women in Bhiwandi. 3. Tremendous scope for launching collaborative programmes to promote Entrepreneurial skills. 4. Plenty of scope for growth of institution. 5. Strong opportunities for first generation learners. 6. Untapped market for raw students, ready to accept all knowledge imparted to them.	1. To enhance mindset of parents towards the need for girls higher education. 2. To develop linkages with industries. 3. Get financial assistance for interdisciplinary research projects from various funding agencies. 4. Inherent complaining habit of community/ major stake holders. 5. Relatively high rates of dropout among students, especially in Arts faculty. 6. Rigid mindset of parents.



## **Plans of institution for next year 2018-19**

- To send maximum number of student projects for Avishkar research Convention
- To motivate teachers to apply for minor and major research project
- To motivate students to undertake international research projects
- To apply for CPE
- To apply for RUSA
- To apply for FIST
- To apply for NIRF
- To continue with programmes related to NAAC guidelines
- To sign MOUs with different colleges and industries
- To carry out PFMS - EAT module for expenditure of star funds
- To conduct environmental audit
- To conduct financial audit of the institute
- To continue with certificate courses for students and gender sensitization programmes
- To continue with best practices and plant more trees in Garden
- To implement the use of LED's in our college.
- Continue with the External Academic audit
- Continue with new NAAC guidelines and start preparing for reaccreditation.
- To motivate and help students to apply for more scholarships for students and conduct activities under NSS and DLLE
- To implement E-attendance systems.
- To organize workshop on Avishkar Research Convention 2018-19
- To organize workshop on Intellectual Property Rights (IPR)
- Continue with the Mind Training Workshop
- Continue to apply for National Centre for Quality Management BEQET (Best Educational Quality Enhancement Team) Award
- To organize international level workshop in collaboration with MSAA (Maharashtra State Angling Association)
- To encourage non teaching staff to attend workshops related to administrative procedures
- To add more CCTV, LCD projector and computers.
- To appoint counsellor for counselling the students.

**Mrs. Jayashree Thakre**  
Coordinator, IQAC

**Dr. Moses J. Kolet**  
Chairperson, IQAC

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## Annexure I

### Academic Planner for Year 2017 – 2018

	<b>Academic Events</b>
<b>June 2017</b>	<ul style="list-style-type: none"><li>*Principals Inaugural Lectures for S.Y and T.Y classes</li><li>*Regular lectures begin from 6<sup>th</sup> June</li><li>*Bridge Courses</li><li>*Subject wise orientation Programmes</li><li>* Admissions to First Year classes (as per schedule to be informed by University of Mumbai)</li><li>*Staff Meeting 5 June 2017</li><li>*Meetings of various committees 6-15 June 2017</li><li>*Internal Academic Audit</li><li>*IQAC meeting</li><li>*Principal's Inaugural Lectures for F.Y Classes</li><li>*Co-curricular programmes</li><li>*Star DBT Scheme Activities</li></ul>
<b>July 2017</b>	<ul style="list-style-type: none"><li>*F.Y. lectures begin 2017</li><li>*Departmental presentations</li><li>*Key Committee Presentations</li><li>*Presentation by members of the staff</li><li>*PG lectures begin (Part II)</li><li>*B.Sc.(IT)Orientation Programme</li><li>*Subject wise Orientation Programmes(F.Y)</li><li>*Minority Scholarship- filling of Forms(as per schedule to be received)</li><li>*Selection /nomination of student Leaders for Committees(CRS)</li><li>*Co- and Extra-curricular programmes</li><li>*Certificate courses</li><li>*CRs Meeting 5july</li><li>*Parent's meetings with Principal and All committee coordinators(F.Y. Classes)</li><li>*IQAC meeting</li><li>*Class wise Group Discussions/ Seminars</li><li>*Inauguration of Departmental Clubs</li><li>*Workshops/Invited Talks/Guest Lectures</li><li>*Certificate Courses</li><li>*Seniors Welcome to new Learners</li><li>*Display of Attendance Records in respective Departments</li></ul>
<b>August 2017</b>	<ul style="list-style-type: none"><li>* Internal Teats(as applicable)</li><li>*Health checkup of FY Students</li><li>* CRs meeting 5 August</li><li>*Industrial Visits/Excursions(as applicable)</li></ul>

	<ul style="list-style-type: none"> <li>*Career Guidance Programme(Commerce)</li> <li>*CDC Meeting</li> <li>*Cultural Competitions</li> <li>*IQAC meeting</li> <li>*Submission of AQAR</li> <li>* Co- and Extra –curricular programmes</li> <li>* Display of Attendance Records in respective Department</li> <li>*Star DBT scheme activities</li> <li>*Certificate courses</li> <li>*Inter-College Competitions</li> </ul>
<b>September 2017</b>	<ul style="list-style-type: none"> <li>* Teacher’s day Function</li> <li>* Class wise Group Discussions/Seminars</li> <li>*Special Coaching for bright learners</li> <li>* Remedial Coaching for slow learners</li> <li>* Presentations by members of the staff</li> <li>* CRS meeting 5 September</li> <li>*Practical examinations Semester I, III and V</li> <li>*Practical Examination A.C. sem V</li> <li>*Co- and Extra –curricular programmes</li> <li>*Star Scheme activities</li> <li>*Theory Examination A.C. Semester V</li> <li>*IQAC meeting</li> <li>*Display of Attendance Records in respective Departments</li> <li>* Certificate Courses</li> </ul>
<b>October 2017</b>	<ul style="list-style-type: none"> <li>*Practical Examinations sem V</li> <li>* University Theory Examinations</li> <li>*Skill Development Courses</li> <li>*Value Added Courses</li> <li>*Guest Lectures</li> <li>*Inter class competitions</li> <li>*Financial Literacy Course</li> <li>*Long Excursions</li> <li>*CRs meeting 5<sup>th</sup> October</li> <li>*CDC Meeting</li> <li>*Staff meeting</li> <li>*NSS Camp</li> <li>*Winter School Star DBT scheme activity</li> </ul>

<p><b>November 2017</b></p>	<ul style="list-style-type: none"> <li>*University Theory Examinations</li> <li>*Remedial Coaching for slow learners</li> <li>*Inter class competitions</li> <li>*Staff meeting</li> <li>*CRs meeting</li> <li>*ISO Internal audits</li> <li>*Invited talks /Guest Lectures (IT dept.)</li> <li>*Technical Events Competitions (IT dept.)</li> <li>*Departmental Club activities</li> <li>*Inter Class competitions (Commerce)</li> <li>*3Months Certificate Course in Yoga</li> <li>*Long excursions</li> <li>*Specialization Field Visit/Science trip</li> <li>*Department wise meeting of attendance committee</li> <li>*Display of Attendance Records in respective departments</li> </ul>
<p><b>December 2017</b></p>	<ul style="list-style-type: none"> <li>*Academic Audit</li> <li>* Departmental Presentations</li> <li>*Key Committee Presentation</li> <li>*Class wise group discussion/seminars</li> <li>*Department wise Alumni Meets</li> <li>*Parent's meeting (S.Y Classes)</li> <li>*Parent's meeting (T.Y Classes department wise)to inform about progress of wards</li> <li>*Eureka Intercollegiate Competition</li> <li>*Event for Non-teaching staff</li> <li>*Course in Robotics (IT dept.)</li> <li>*Department Club Activities</li> <li>*Display of Attendance records in respective department</li> <li>*College competition guest lectures</li> </ul>
<p><b>January 2018</b></p>	<ul style="list-style-type: none"> <li>*CRs meeting 5January</li> <li>* IQAC Meeting Annual Social Indoor games competitions for students and staff</li> <li>*Science Quiz</li> <li>*Department wise Alumni meets</li> <li>*National Conference (Department of Botany)</li> <li>*CRs Meeting</li> <li>*Certificate Courses</li> <li>*National Conference 5-6 January 2018</li> <li>*Annual Sports-Outdoor events for students and staff</li> <li>*IT Idol Competitions</li> <li>*College Picnic</li> <li>*Internal Tests(as applicable)</li> </ul>

	*Display of Attendance records in respective departments
<b>February 2018</b>	*Class wise Group Discussions/seminars Lecture series(Commerce) *Internal Tests(as applicable) *Preliminary Examination *CRs Meeting *Certification of journals *Practical Examinations Semester II and IV *Practical Examination A.C. Semester VI *Science Day Celebration *Display of Attendance records in respective departments
<b>March 2018</b>	*Women's Day Award Function *Theory Examination A.C. Sem VI *University Practical examinations sem VI *Submission of Departmental Report *Submission of self-appraisal forms *Farewell /send-off to final year learners *Completion of NSS and DLLE volunteer records
<b>April 2018</b>	*Internal Academic audits * University Practical examinations sem VI * University Theory examinations *Term End Meeting of staff
<b>May 2018</b>	* University Theory examinations *Additional examination sem II and IV *Admissions to S.Y. and T.Y classes(as per university examination schedules)

## Annexure II (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 )
<b>A.</b>	<b>Academic</b>	
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>B.</b>	<b>General Administration</b>	
1.	Services and General behaviour	1 2 3 4 5
2.	Housekeeping / General cleanliness	1 2 3 4 5
<b>C.</b>	<b>Infrastructure</b>	
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)

## ADMISSION 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.
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**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
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**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

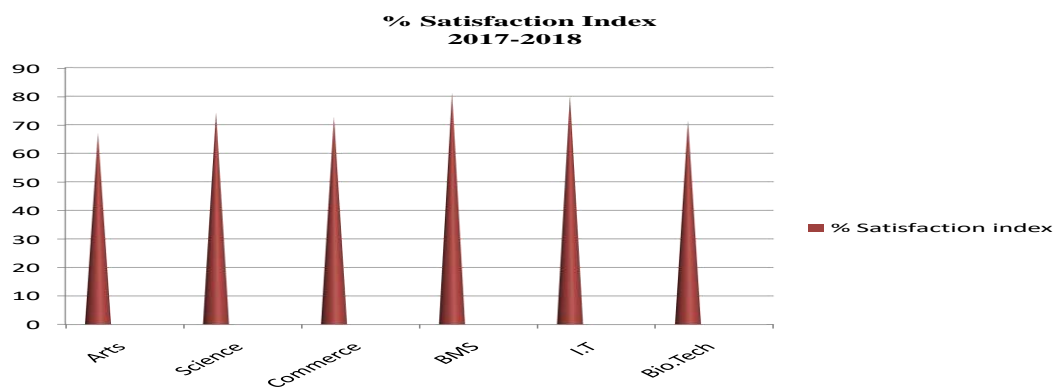


## Annexure II(B)

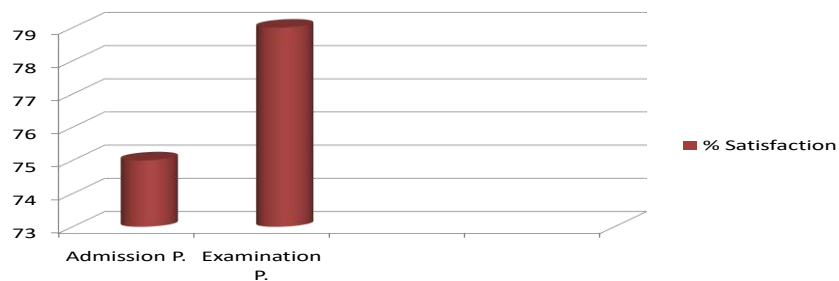
### OVERALL FEEDBACK ANALYSIS

#### Satisfaction Index 2017-2018

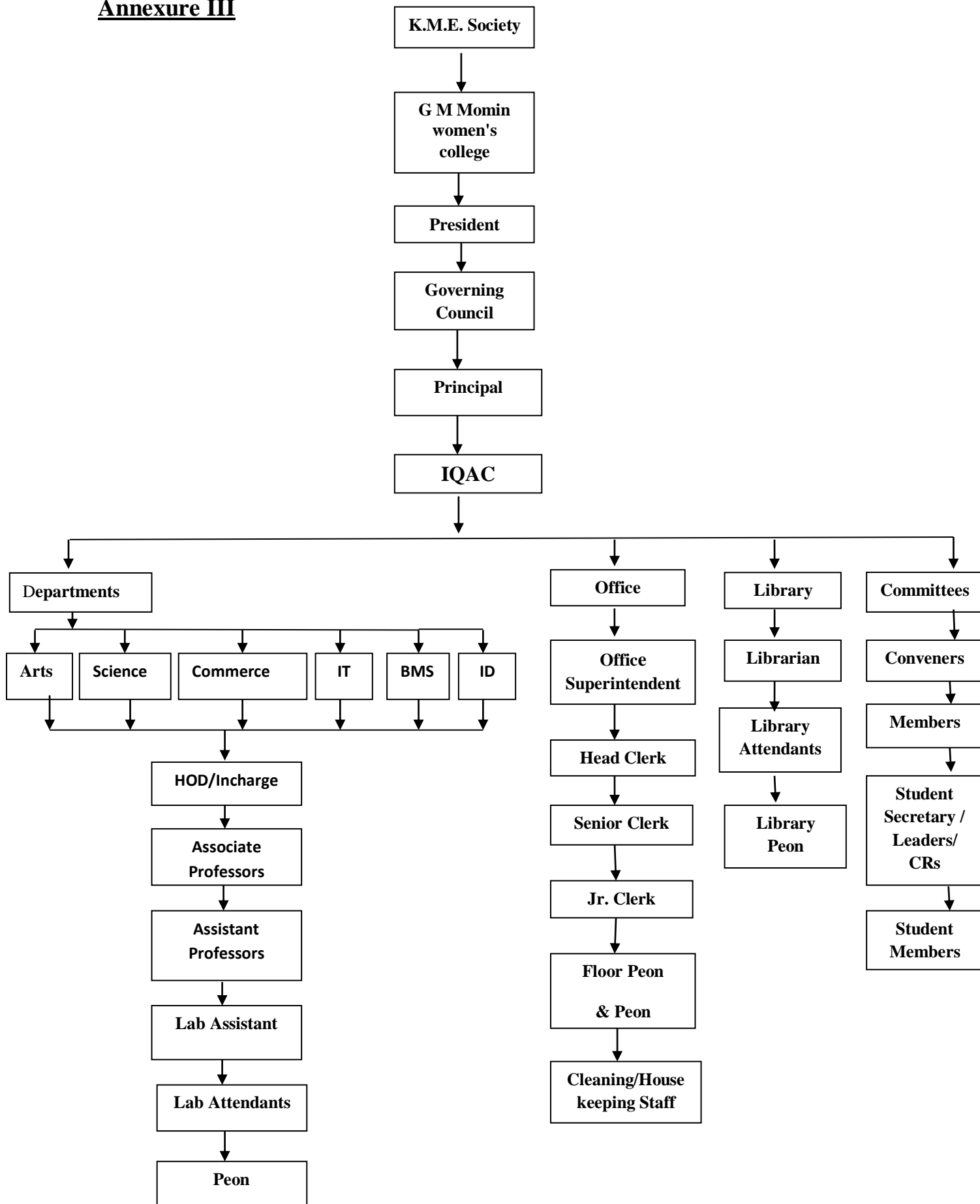
Faculty	Sep 2017
Arts	67.07
Science	74.40
Commerce	72.74
BMS	81.21
I.T	80.28
Bio.Tech	71.46
Admission Process	75
Examination Process	79



#### Satisfaction Index 2017-2018



**Annexure III**



## Annexure IV (A)

### **Best Practice- I**

#### **Title of the practice:**

The K.M.E. Society's Woman Achiever Award through G. M. Momin Women's College

#### **Goal:**

Our goal is to select and award a woman in Thane District who has contributed and rendered her services and made a positive 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 Fakhri (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. Our students approach the Women Social workers along with a teacher and an interview is conducted. Series of interviews are conducted where our students and teacher meet many different social workers. A scrutiny team then finally selects the awarded.

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. K.M.E.Society's G.M.Momin Women's College Bhiwandi 421302, Thane (M.S)-This practice motivates our students to be socially responsible and contribute their services to solve social problems like illiteracy amongst Women, Child Labour, 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:

Sr. No.	Name of Awardees	Year	Area of Work
1.	Ms Zakia Khatib	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.
2.	Dr. Geetha Mahajan	March 2011	She 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.
3.	Mrs. Stella Jimmy Morais	March 2012	Through her organization "The Prem Seva Mahila Mandal" Kalyan focuses primarily on the upliftment of the downtrodden: women of the lower middle class, widows and domestic workers, Balwadi play School, Adult Education Assistance and Tribal Education etc. By listening to her experiences, our students got sensitized to social problems.
4.	Ms. Pratiba Menon	March 2013	Has worked for Dalit Women to solve their problem, Against Drug Alcohol abuse and established institutes to take care of economically backward families, beggars, orphans and Victimized women in Adivasi areas.
5.	Ms. Saira Banu	March 2014	Fought for one said triple talaq, worked for upliftment of Muslim women.
6.	Mrs Eva Athavia	March 2015	Being a physically handicapped yet has contributed for the self defense of women and upliftment of poor women
7.	Dr. Kranti Jejurkar	March 2016	Worked for women empowerment and has trained many teachers for gender sensitization.
8.	Mrs. Suhasini Manjrekar	March 2017	Working for Blind children and helping them to stand up on their own in the society
9.	Mrs. Varsha Parchure	March 2018	Working for Tribal people to help them live a stable life, educate their children and help them understand the necessity of hygiene and medical treatments.

### **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.

## Annexure IV (B)

### **Best Practice II**

#### **Title of the practice:**

Earn and Learn

#### **Goal:**

1. To create awareness in the society about the status of women and importance of education.
2. To emerge as the best institution in respect to guidance, education, career development.
3. Personality development.
4. To change the mind-set and outlook of the students coming from conservative background.
5. To identify students potentialities and to train them to sharpen their skills.
6. To learn to generate a sustainable income to lead a successful life.
7. To be self-reliant and lead a secured, dignified and respectable life.
8. To effectively communicate and be able to market and sell their products.

#### **Context:**

Our students come from extremely conservative homes. Their families do not allow jobs with long working hours for girls. To prevent their talents from going waste, the college encourages and motivates them to develop skills in entrepreneurship, enabling to work from home. The presentation deals with some best practices followed in our women's college for upliftment of students preparing them for future life, enabling them to lead a successful, secure, dignified and respectable life.

#### **The Practice:**

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, Jewellery, 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.

Our college is continually working for the career building of our students. The value added courses has been a steady set up for students. As soon as they complete their graduation, they are ready to take the market in capacity of entrepreneur.

DLLE, through its Annapurna yojna has been benefitting our 37 students enrolled themselves for this program. Through this programme the students are encouraged to sell their hand made products consumables etc.

25, NSS volunteer conducted income generating courses for Mehendi Making, Fabric painting, and Beautician training of women.

10, students were monetary benefitted by working for admission committee in helping the students to complete the admission process.

Our college also received a funding of Rs. One Lakh from Maharashtra State Commission for Women, Mumbai after inspecting and confirming our continual practices for helping in getting the students to take up entrepreneurship. This helped us to leap one step further. We conducted skill development courses such as English Speaking, Basic Computer, Tally, Stitching & Designing,

Calibration and standardization, Flower making, Cake baking, Beauty tips, Plant tissue culture, Mehendi designing.

<b>Sr.No.</b>	<b>Courses</b>	<b>Total</b>
1	Flower making	10
2	Mehendi designing	23
3	Cake baking	13
4	Beauty tips	72
5	Plant tissue culture	11
6	Calibration and standardization	13
7	English Speaking	11
8	Basic Computer	24
9	Stitching & Designing	18
10	Tally	25
<b>TOTAL</b>		<b>220</b>

### **Evidence of success:**

Our Students have built up the confidence to face the challenges in the world. They would be serving as resource persons for next years courses and can also independently work for self; our students earn their livelihood through these courses which also helps them to support their family.

### **Problems Encountered and Resources Required**

**Problems:** Our students despite of having skills and potentials face continual problems from their family and society to work independently. Hence we encourage the students to sell their handcrafts, handmade products within the premises. We face problems getting our ex-students /alumni as after marriages they are not permitted by their in laws to move out of their houses. Our teachers continually have to face opposition of parents and community to help the students for professional training.

### **Outcome:**

In continuation to the goals set by our institution for the overall development of our students our college applied and received funds of Rs. One lakh from Maharashtra State Commission for Women, Mumbai. This helped us one step further help young girls develop the courage to face the complex challenges faced by them in the society. Skill development courses like English speaking, Basic computer, Tally, Stitching, Calibration and standardization of laboratory instruments were thought to the students. The continual progress in addition to the earn and learn schemes run under the Extension education programmes (N.S.S. and D.L.L.E) the fund has helped us to push the limits further for more expertise edge to the career building of our students.

## Abbreviations:

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

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