

**L.J.N.J. Mahila Mahavidyalaya**

Vile Parle (East), Mumbai- 400057

**Annual Quality Assurance Report**

**(AQAR)**

**2012 – 2013**

## **The Format for Annual Quality Assurance Report (AQAR) of the IQAC**

**Name of the College** :- L. J. N. J. MahilaMahavidyalaya, Vile Parle (E),  
Mumbai – 400 057.

**Year of Report** :- 2012-13.

**Section A:** Plan of action chalked out by IQAC in the beginning of the year towards quality enhancement (attach separate sheet if required).

- Emphasizing the importance of publishing in standard and peer-reviewed research journals by the teaching staff.
- Planning more training and participation by students in sports.
- Creating awareness about women's issues.
- Planning of workshops and seminars to be organized by all departments in all faculties

**Section B:** Details in respect of the following (attach separate sheet).

1. Activities reflecting the goals and objectives of the college

- The mission of the institution is “Empowerment of Women through Excellence in Education”, so we focus on activities which will achieve both:-
  - Empowerment of women through higher education.
  - Overall personality development.

We are pleased to point out that majority of our students are earning to support their families as they are from low economic strata. Our college provides the following to empower them :-

A] Access to Higher Education:-

- Students with 35% marks & at times even repeaters are given admission.

- For creation of academic environment we have M.A. in Clinical Psychology, M.A. in Counseling Psychology, M.A. in Education, B.A. with B.Ed. Integrated programme, BCA, B.Sc. in Home Science & B.Lib and M.Lib courses.
- Adequate library facilities including Book-Bank facility.
- Research projects & community work.
- We have students who are first generation learners.

B] Opportunities for personal development of students through seminars & workshops conducted through-

- Career Oriented Programmes.
- Career Counseling & Placement Cell.
- Skill Development programmes.
- Extension activities.
- Innovative courses.
- Value education.
- NSS, NCC & Civil Defense programme.
- Mentoring programme.
- Equal Opportunity Centre.
- Schemes for SC/ST students.
- Remedial Coaching.
- Coaching for entry in services and NET/SET exams for SC/ST students.

C] Student support activities & concessions:-

- Students are allowed to pay fees in easy installments.
- Concessions in attendance are given to working & married students.
- Concessions in attendance to sports persons.
- Student Mutual Aid Fund.
- Student Welfare Fund.
- Mahila Suraksha- Anti- Ragging committee.
- Prevention of Sexual Harassment committee
- Grievance Redressal Cell.

D] Participation in development by our management body the Vile Parle MahilaSangh as well as by parents of students. Through all the above mentioned activities, we try to fulfill our goals & objectives & we are proud that our management constantly encourages us, monitors our progress. The teaching & non-teaching staff is engaged in quality advancement. Parents of students are also involved through regular meetings.

E) N.S.S. Community Services 2012-13

- Sale of paper Tricolour flags made by special children collaboration with Hi-tech Foundation.
- Sale of Rakhi made by special children collaboration with 'ShishuKalyan
- Kendra.
- Sale of objects – cards, bookmarks, diyas, files, folders etc made by special children.
- P. O. SunitaKulkarni and 69 volunteers attended the 'Disabled Day'.
- Participated in 'Disabled Rally', Sports and Exhibition / Sale at GoregoanSports Club.

**2)New academic programmes initiated ( UG & PG ).**

Ans:- Nil

However our college has proposed three new academic programme as follows:-

- 1). MCA
- 2). MBA
- 3) Diploma in Psychology.

**3)Innovations in curricular design and transaction :-**

Ans:- Two faculty member from our college are involved in curriculum restructuring and syllabus development-

Dr. SmritiBhosle – (HOD, Sociology Dept.) is actively involved in curriculum restructuring of B.A. , M.A. Ph.D in her capacity of working as :-

- 1) Dean, Social Sciences
- 2) Member, BOS in Sociology

- 3) Member , Academic Council
- 4) Chairperson, Faculty of Social Sciences.

Dr. BharatiTendulkar (HOD, Marathi Dept.) :- is a special invitee on Board of Studies for Marathi subject.

**4)Inter – disciplinary programmes started:-**

Ans.:- Nil.

**5) Examination reforms implemented**

□ Question Bank Preparation workshop for all subjects in Arts faculty was conducted. Majority of the colleges affiliated to SNTD Women’s University participated in the workshop.

**6) Candidates qualified : NET/SLET/GATE etc.**

□Ms. PradnyaBidoo from Home Science faculty cleared the SET exam this year-

Qualification of faculty till date :-

Ph. D. & above	07
M. Phil	09
NET	03
SET	03
M LIS	01

**7) Initiative towards faculty development programme**

Ans.:- Nil .

**8) Total number of seminars / workshops conducted.**

Ans.:- **Seminars:- (01)**

- F.C. Dept. organized a one day students' seminar on "StreePurushSamanata" on 20/12/12.

### **Workshops:- (21)**

Various Workshops were conducted through NSS, History Dept., Psychology Dept., Sociology Dept., Commerce faculty, B.A. with B.Ed. faculty, BCA faculty, and HomeScience faculty for students. Details are as follows:-

- NSS Workshops:-
  - 'Street play workshop' by ShriKunalMeshram.
  - 'Best out of waste': Paper bag making workshop by Ms. VibhutiBarve.
- History Dept.-
  - One day workshop on "Travel & Tourism" in collaboration with Kuoni Academy, Andheri on 28/07/12.
- Psychology Dept.-
  - "The Test Construction" workshop on 11/10 & 12/10/12.
  - A threedays workshop on 'Psychology Testing' by Ms. Nikhat Shah in July 2012.
  - "Personality Development" workshop in August 2012 by Smt. Jyoti Kurade.
- Sociology Dept.-
  - Three days workshop on "How to prepare Power Point Presentation" in Marathi (Using Marathi Fonts) from 25/08 to 27/08/2012 by Ms. Komal Ghodke.
- Commerce Dept.-
  - A four days workshop on Self- Employment conducted by "I create India" from 26th Dec. 2012 to 29th Dec. 2012.
- B.Ed. Dept.-
  - A one day workshop on "How to set questionpapers" .
- B.C.A Dept. -
  - A workshop on "Image Management" by Ms. BhagyashreeAryamane on 02/03/13.
  - "Skill Development & Confidence Building" by Mr. BrishKetuPandey& Mr. JatinVipani on 03/03/13.
  - "Installation of Red Hat & Apache Serve (Hard Disk Partition) By Mr. SushantVyavhare on 05/03/13.

- “PC Assembling & Networking” on 03/03/13.
- “Personal contact programme (PCP)” by Ex- Students by BCA Dept.
- “Personality Development” workshop by Ms. Linda, Fly High Aviation.
- “Disaster Management, Fire safety & First Aid” by Mr. Gopal Krishna.
- Home Science Dept.–
  - A workshop on “Jewellery Making” on 30/01/2013.
  - A workshop on “ First Aid Disaster” for F.Y. B.Hsc. Students.
  - A workshop on “ Coral Draw & Photoshop” for S.Y. BHSC Textile Students on 22/12/12.
  - A workshop on “Paper Bag Making” by Ms. Madhuri Wagh on 15/09/12.
  - A workshop for T.Y.BSC. students on “A Ribbon Embroidery” by Ms. Pooja Marballi on 28/09/2012.

**9) Research Projects – a) On going b) Completed.**

Ans:-

- Number of Major Research Projects Ongoing: 01
- Number of Minor Research Projects Ongoing – 01

**10) Patents generated, if any -Nil.**

**11) New collaborative research programmes : Nil**

**12) Research grants received from various agencies - Nil**

**13) Details of research scholars -**

- Dr. SmritiBhosle (Head, Sociology Dept.) is working on a UGC Sponsored Major Research Project titled “Solid Waste Management in Mumbai : Strategies & Challenges”
- Dr. Bharati Tendulkar (Head, Marathi Dept.) is working on UGC sponsored Minor Research Project titled MaharashtraatilVividhVidyapeetanchya Marathi VishayachyaPadvipurvaAbhyaskram :SapekshataAniUpyuktata

**14) Citation index of faculty members and impact factor -Nil.**

**15) Honors/Awards to the faculty.**

**Ans: National and International**

- Principal Dr.SurekhaSawant received the 'Golden Educationist Award' from the National and International Compendium,New Delhi.
- Dr.SmritiBhosle received the 'Indira Gandhi Vidya Gold Award' from the International Institute of Education&Management ,New Delhi.

**16)Internal Resources Generated .**

Ans :Through self-financing courses, such as:

- B.A with B.Ed. (Integrated Course)
  - B.Com Degree Course
  - Vocational Computer Course
  - Home Science Degree Course.
  - B.C.A. (Bachelor of Computer Application)
  - B.Lib. (YCMOU)
  - M.A (History, Marathi, Sociology, Clinical Psychology and Counseling Psychology)
  - M.Com.
  - M.A. in Education (Newly introduced in 2010-11)
  - M. Lib.(YCMOU) (Newly introduced in 2010-11)
  - Early Childhood Education Course (ECE)
- English, Hindi and Psychology as disciplinary component courses at B.A level
- Library Science Certificate Course
- COP Courses sanctioned by UGC:
- Fashion Designing
  - Travel & Tourism
  - Journalism
  - Banking
  - Insurance
  - Tally with Web-Designing
  - Taxation
  - Social Work



Students' Mutual Aid Fund	:	Rs 55,000/-
Research Journal	:	Rs 8,700/-
Contribution from Alumni	:	Rs 33,990/-
Well-wishers	:	Rs. 44,722/-

**17. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST)/DST, FIST, and other programmes. Nil.**

**18. Community services.**

Ans. N.S.S.

- Sale of paper Tricolour flags made by special children in collaboration with Hi-tech Foundation.
- Sale of Rakhi made by special children in collaboration with 'ShishuKalyanKendra.
- Sale of objects – cards, bookmarks, diyas, files, folders etc. made by special children.
- A skit on 'Sex Abuse' was performed by volunteers of B.Com. – II.
- P. O. SunitaKulkarni and 69 volunteers attended the 'Disabled Day'.
- NSS students participated in 'Disabled Rally', Sports and Exhibition / Sale at Goregaon Sports Club.

**SPECIAL PROJECTS:**

- Pulse Polio Immunisation Programme in collaboration with BMC K (East) Health Centres in Andheri and Vile Parle.
- Mobile Library – a Free home to home library service by NSS Volunteers for the neighborhood community.
- Special school projects involving interacting, volunteering, mentoring of special children.

**Q.19 Teacher and officers newly recruited**

Ans : **Teachers:**

Total faculty strength required as per norms for all programmes : 36

Total Faculty on Rolls	:	36
Faculty added during the year	:	0
Faculty left during year	:	0
Total no of visiting faculty	:	31
Total no of guest faculty	:	34

**Administrative :**

Total sanctioned	:	12
Actual	:	10
Administrative staff added	:	Nil
Left during the year	:	Nil
No of posts vacant	:	02 ( Clerk :0 Peon :02)

**Q.20 Teaching – Non teaching staff ratio.**

Ans:-Teachers	:	36
Non-teaching staff	:	21
Ratio	:	1:1.7

**Q. 21 Improvement in Library Services.**

Ans :

- UGC N- List Subscribed: Access to online books and Journals under UGC N-List Programme
- Open Access : Open Access available to B.Hsc. , BCA and MA students.

**Q.22 New Books / Journal subscribed and their value.**

Ans : Books Purchased in the year 2012-13 : 656 of Rs. 2,39,191/-

**Details of Books :**

Library books Account (Degree Aided)	:	54,206/-
Library books Account (Degree Unaided)	:	27,872/-
Books for Pupils library (Junior Aided)	:	11,739/-
Education	:	17,616/-
MA	:	90902/-
COP	:	2176/-
BCA	:	32,828/-
Home Science	:	10,852/-

**Journals:**

Total Rs. 75,904/- were spent for paying subscriptions for journals for different accounts:

Newspaper and periodical account	:	2162/-
Reading room account	:	28925/-
Education Journal account	:	3161/-
B. Com section:		
International Book House	:	25393/-
Murgan Magazine	:	16263/-
Total	:	75,904/-

**Q.23 Courses in which student assessment of teachers is introduced and action taken on students feedback.**

Ans :

Student Feedback mechanism is in place : 05

Sections : B.A., B.com., B.Hsc., BA with B.Ed. and BCA

Feedback given by the students is discussed by the Principal and teachers in the meeting and suggestions are given for improvement.

**Q.24 Feedback from stake holders.**

Parents: Informally through PTA meetings

Management: Informally through meetings with the principal and staff

**Q.25 Unit cost of education.**

Section wise	Unit cost With salary	Unit cost Without salary
Aided	44944/-	4197/-
Unaided	10187/-	3791/-

**Q. 26 Computerization of administration and process of admission and examination result issues.**

Ans : Management Information System in place for Administrative procedures.

Student Admission: Used for enrollment and fee procedures.

Student Records: Used for maintaining personal information on students, providing leaving certificate.

Evaluation and Examination procedures: Used for preparing Hall Tickets, internal exam mark sheet and Final exam result sheets.

**Q.27 Increase in infrastructural facilities.**

Ans : Amount spent for infrastructure development: Rs. 1,80,082/-

Degree aided	:	25898/-
BCA	:	1,28,950/-
B.Com	:	25,234/-
Home Science	:	80781/-
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Total	:	1,80,082/-

**Q. 28 Technology up gradation.**

The following equipment was purchased -

- Computers : 15
- Laptop : 5 (Dell)

- Camera : 3 (Canon-2, Sony-1)
- LCD : 5

➤ The college website has been updated.

**29. Computer and internet access training to teachers, non-teaching staff and students.**

Ans. The teaching and the non -teaching staff have free access to computer and internet (via wi-fi ) – in the computer labs and the office respectively. The students have access in the computer labs and the library where the wi-fi connection enables them to use the internet for academic purposes.

**30 Financial aid to students.**

Ans: Students' Mutual Aid Fund -

- No. of students availing financial support : 45
- No. of student awarded scholarship from the institution : 102
- Amount Distributed as financial Support Rs. 55,000/-

**31) Activities & Support from the Alumni Assoc.**

Ans: Nil.

**32)Activities& Support from Parents' Teachers Association.**

Ans: The following departments conducted Parents' - Teachers' meetings during the current academic year -

\*Economics department

\*Hindi Department

\*Commerce Department

\*B.C.A. Department

\*Home Science Dept.

**33)Health services – (NSS)**

Ans:

- Pulse Polio Immunisation programme was conducted in collaboration with BMC at Health centers in Andheri & Vile Parle.
- HIV AIDS Awareness workshop was conducted by Mr. Sanjeev Kasale
- Hepatitis training workshop on 29/01/2013
- Thalesimia check – up on 15/03/13

**34) Performance in Sports Activities**

Ans:

- The Rope Mallakhamb Team participated in competition at Nasik from 30th Oct. to 2nd Nov. 2012 & majority of the students from B.Com. faculty were selected at University level
- Ms. Kirti Manval received Talented Plyaer award & Ms. Preeti Yadav won the Promising Player award.
- The Kabaddi Team of our college participated in competition held at Nashik & won the Third Prize at University level.
- Ms. Sheetal Pophale was selected for the state level Khokho Team.

**35) Incentives to outstanding sports persons.**

Ans: The Best Sportsperson award is given every year.

**36) Students achievements & awards .**

Ans:

- Miss Arati Dongre secured Gold medal in History at M.A. at University level
- Two students from the Home Science faculty won prizes in the inter-college 'Nutrition Week' celebrations at the Juhu campus of S.N.D.T Women's University.

**37) Activities of the Guidance and Counseling Cell**

Ans: Nil

### **38) Placement services provided to students**

Ans: The following programmes were organized by the Career Counseling Cell –

- A lecture on a career in the Aviation sector by Fly High Aviation on 9th July 2012.
- Orientation by Tata Consultancy Services (TCS) on 18th July 2012.
- Lecture about Scholarships given by Kingfisher Academy on 25th July 2012.
- One month training programme for increasing employability & corporate skills for a batch of 42 students by TCS from 30th July 2012 to 30th Aug. 2012.
- Assessment drive for all students of degree college by ‘Aspiring Minds’ –
- IIT ,Powai from 24th Aug. 2012 to 28th Aug. 2012.
- Orientation about ‘Career in Retail Sector Shoppers Stop’ by Chanakya Institute of All India Local Self Govt. (AILSG) between 24th Sept. 2012 and 28th Sept. 2012.
- Industrial visit of B.C.A. students to Shoppers ‘Stop.

### **39) Development programmes for non-teaching staff**

Ans: Nil.

### **40) Good Practices of the institution**

- Relaxation of percentage barriers in admission procedure to improve accessibility of education to girl students.
- Relaxation in attendance for working or married students and for sports students to enable them to participate in training and inter-college and inter-university events.
- SMA (Students’ Mutual Aid Fund) contributed to by faculty members to help needy students to pay fees.
- Maintaining an updated record of alumni to keep in touch with them, enable them to give back to the institution by delivering lectures, conducting workshops, donating prize money etc for students and arranging programmes for alumni.
- Earn and Learn Scheme in the Home Science faculty to promote sense of pride and independent achievement, wherein students are encouraged to exhibit and sell their products ( like fabrics, stationery, gift items ). Food

items made by students are also sold on a weekly basis in the college and orders are given to them on special guest visits.

- Remedial Coaching for academically weak students – a) through lecture series and workshops funded by UGC plans b) through informal classroom coaching in mother tongue if and when necessary.
- Donations for prizes for toppers and scholars in academic as well as sports from faculty members and alumni.

#### **41) Linkages developed with National/International, academic/research bodies**

Ans: Nil.

#### **42) Action Taken Report on the AQAR of the previous year**

Ans: Our college has sent proposals for three new academic programme as follows:-

- 1). MCA
  - 2). MBA
  - 3) Diploma in Psychology.
- Ms. Pradnya Bidoo from Home Science faculty cleared the SET exam.

Good practices in continuance increasing awareness and sensitivity towards women's issues-

- Relaxation of percentage barriers in admission procedure to improve accessibility of education to girl students.
- Relaxation in attendance for working or married students and for sports students to enable them to participate in training and inter-college and inter-university events.
- SMA (Students' Mutual Aid Fund) contributed to by faculty members to help needy students to pay fees.

In addition to this –

- A survey was conducted by Dr. Smriti Bhosle through the Women's cell on the familial status of married women .



- F.C. Dept. organized a one day students' seminar on "StreePurushSamanata" on 20/12/12.
- A skit on 'Sex Abuse' was performed by volunteers of B.Com. – II.
- Gymkhana Dept made special efforts to enhance Sports Dept and the following achievements may be noted-
- The Rope Mallakhamb Team participated in competition at Nasik from 30th Oct. to 2nd Nov. 2012 & majority of the students from B.Com. faculty were selected at University level
- Ms. KirtiManval received Talented Plyaer award & Ms. PreetiYadav won the Promising Player award.
- The Kabaddi Team of our college participated in competition held at Nashik& won the Third Prize at University level.
- Ms. SheetalPophale was selected for the state level Khokho Team.

**43. Any other relevant information the institution wishes to add.**

- No. of research publications in international peer reviewed journals – 06.
- No. of research publications in national peer reviewed journals – 09
- Number of Research publications by the staff in peer reviewed journals. - 15.
- .Dr. SmritiBhosle was nominated as the Managing editor of ' SamajsahastraSanshodhanPatrika '.
- Ms. RamilaGaikwad (History Dept ) completed a refresher course.
- A survey was conducted by DrSmritiBhosle through the Women's cell on the familial status of married women .
- Dr. SmritiBhosle was nominated as expert for the evaluation of research papers for the journal Humanities and Social Sciences published by Shivaji University.
- Home science and Commerce faculty conducted Bridge courses for students as preparation for the next academic year.

**Section C:** Outcomes achieved by the end of the year (attach separate sheet if required).

We have achieved most of the goals in the plans made at the beginning of the academic year.

**Section D:** Plans of the college for the next year -

- Representation of students in college level committees.
- Creating awareness about gender issues and arranging programmes based on these issues and especially for women's safety, taking into consideration the vitiation of the situation today.
- Organizing seminars and workshops by and for the non-teaching staff.
- Encouraging creativity and personality development of the students by organizing competitions at the college level, participation in the YuvaMahotsav at S.N.D.T Women's University in September 2013 and organizing the inter-collegiate event 'UDAAN'.
- Encouraging the presentation and publication of more research papers by staff members.

Ms. SharmilaGupte

Director/Coordinator, IQAC

Dr. SmritiBhosle

Chairperson, IQAC