

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

Vile Parle (East), Mumbai- 400057

# **Annual Quality Assurance Report**

**(AQAR)**

**2013 – 2014**

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

## Part – A

### I. Details of the Institution

1.1 Name of the Institution

**L .J.N.J. MahilaMahavidyalaya,  
Vile Parle (E)**

1.2 Address Line 1

**Manglayatan, Paranjpe B'  
Scheme, Road No.1, Vile Parle (E)**

Address Line 2

**Mumbai-400057**

City/Town

**Mumbai**

State

**Maharashtra**

Pin Code

**PIN- 400057**

Institution e-mail address

**lunj\_college@yahoo.co.in**

Contact Nos.

**022-26169565**

Name of the Head of the Institution:

**Principal, Dr. SmritiBhosle**

Tel. No. with STD Code:

**022-26169565**

Mobile:

**9819021219**

Name of the IQAC Co-ordinator:

**K.S.Gaikwad**

Mobile:

**9820426345**

IQAC e-mail address:

**lunj\_college@yahoo.co.in**

1.3 NAAC Track ID(For ex. MHCOGN 18879)

N.A

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

**EC/52/RAR/O6 dated 28/03/2010**

1.5 Website address:

[www.ljncollege.in](http://www.ljncollege.in)

Web-link of the AQAR:

-

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	<b>B</b>	<b>71.75</b>	<b>2004</b>	<b>5 years</b>
2	2 <sup>nd</sup> Cycle	<b>B</b>	<b>2.85</b>	<b>2010-2011</b>	<b>5Years</b>
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC:

**02/02/2004**

1.8 AQAR for the year (for example 2010-11)

**2013-2014**

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

Sr.No. of AQAR	Year of AQAR	Date of Submission of AQAR
<b>i) AQAR</b>	<b>2009-2010</b>	<b>17/09/2010</b>
<b>ii) AQAR</b>	<b>2010-2011</b>	<b>14/11/2011</b>
<b>iii) AQAR</b>	<b>2011-2012</b>	<b>27/06/2014</b>
<b>iv) AQAR</b>	<b>2012-2013</b>	<b>01/07/2014</b>

1.10 Institutional Status

University

State

Central

De

Private

Affiliated College	Yes	No	
Constituent College	Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/>
Autonomous college of UGC	Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/>
Regulatory Agency approved Institution	Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/>

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution	Co-education	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input checked="" type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	GC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (PhysEdu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<input type="text" value="HOME SCIENCE, B.ED., B.C.A."/>								

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

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

**\*Our college is not under any of the Special Status mentioned below.**

Autonomy by State/Central Govt. / University	<input type="text" value="-"/>
University with Potential for Excellence	<input type="text" value="N.A."/> UGC-CPE <input type="text" value="-"/>
	<input type="text" value="-"/> <input type="text" value="-"/>

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders:No.

Faculty

Non-Teaching Staff /Students

Alumni

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

Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related):

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

Total Nos.       International       National       State       In - on Level       -

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. IQAC has been helping the staff and various college committees to work smoothly.
2. IQAC gives valuable suggestions for maintaining the quality of education.
3. IQAC looks after curricular and co-curricular activities including evaluation process.
4. IQAC encourages the research work culture in college.
5. IQAC motivates teachers on quality improvement.
6. IQAC recommends students-centric teaching and learning process.

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 \*

Plan of Action	Achievements
1. To conduct the meetings of the IQAC. 2. To enrich library and information system. 3. To motivate teachers for updating their knowledge. 4. To encourage the students for their overall development.	1. Conducted two meetings of IQAC in a year. 2. Purchased new books, journals, reference books and equipment. 3. Faculty members presented papers in Seminars and Conferences and also attended workshops. 4. Through cultural activities, NSS, field visits, participation in intercollegiate seminars and sports, students are encouraged to develop their personality.

\* Attached the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body :Yes

Management  Any other

Provide the details of the action taken

The report has been approved by the statutory body.  
 AQAR was discussed in IQAC meeting with all the staff members. Strategies to improve quality indicators of the institution were discussed.

## Criterion – I

### I. Curricular Aspects

#### 1.1 Details about Academic Programmes

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				
PG	01	-	01	-
UG	05	-	04	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	01	-	01	-
<b>Total</b>	<b>06</b>	<b>-</b>	<b>06</b>	<b>-</b>
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06
Trimester	NO
Annual	NO

#### 1.3 Feedback from stakeholders\* (On all aspects)

Alumni  Parents  Teachers  Students

Mode of feedback : Online  Manual  Operating schools (for PEI)

\*Please provide an analysis of the feedback in the Annexure (Pl. refer to attached Annexure I)

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

Yes.Revised updated syllabus of M.A. Programme and few subjects of B.A.Programme prescribed by the University.Restructured syllabus of Career Oriented Programmes.

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

NO

## Criterion – II

## 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	10	06	02	01	01

2.2 No. of permanent faculty with Ph.D. 04

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
	-	02	-	-	-	-	-	-	-	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

1) Guest Faculty: Nil                      2) Visiting Faculty: 20                      3) Temporary Faculty: 36

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	04	15	04
Resource Persons	-	01	01

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

Teaching faculty and students are encouraged to use latest technology such as internet, and LCD.

The College adopted Co-operative teaching method, Interview Method, use of ICT and Audio-Visual aids, Dramatization and Role Play, e-lessons.

Conducted various debates, group discussions, essay writings, field visits.

For research motivation projects are given to the students.

Internship component is adopted in Post Graduate programmes.

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

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Re-evaluation, Open book exam., Surprise Tests, Projects, Seminars, Class Test and Online Tests.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

02	01	01
----	----	----



as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division					Reserved %	Failed %
		Distinction %	I %	II %	III %	Pass %		
B.A.	51		19.61	37.25	17.64	74.05	5.88	19.60
B.A. WITH B.ED.	33		12.12	42.42	21.21	75.75	-	24.24
B.COM.	99		11.11	45.45	20.20	76.76	7.07	16.16
B.C.A.	34		11.76	5.88	-	17.64	2.94	79.41
B.SC. (Home Sci.)	24		29.16	16.66	08.33	54.16	-	45.83
M.A. (History)	27		96.29	-	-	96.29	3.70	-
M.A. (Marathi)	26		30.76	57.69	-	88.46	3.84	7.69
M.A. (Sociology)	13		07.69	38.46	07.69	53.84	7.69	30.76
M.A. (Psycho)	53		18.86	30.18	20.75	69.81	5.66	5.66

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

1. IQAC takes efforts to ensure an environment of excellence in all aspects of teaching and learning and also focuses to improve the quality of education and evaluation. Modern teaching methods practiced and use of ICT in teaching and learning is adopted.
2. IQAC arranges workshop for teachers to orient them about the use of ICT in teaching-learning.
3. IQAC motivates teachers for their contribution in research.
4. In the beginning of the year Teaching Plan is prepared by every teacher and care is taken to implement accordingly.
5. IQAC conducts meetings with various departments twice in a semester.
6. Internships, news clippings, film shows and documentaries are organized.
7. IQAC takes efforts to make teaching student-centric through implementation of participatory learning methods.

8. Teacher's evaluation is done by students through Feedback Form. The data is analysed and the outcomes were communicated to the concerned teachers.

9. Through the evaluation process we are able to identify the weak and scholar student to whom we can provide special attention.

#### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	09
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others (Short term course)	01

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees		Number of Vacant Positions		Number of permanent positions filled during the Year		Number of positions filled temporarily	
	Class III	Class IV	Class III	Class IV	Class III	Class IV	Class III	Class IV
Administrative Staff	05	07	01	02	-	-	06	05
Technical Staff	-	-	-	-	-	-	-	-

### **Criterion – III**

### 3. Research, Consultancy and Extension

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

1. IQAC encourages teachers to undertake research and provide them necessary facilities.
2. Research Committee is established to guide teachers in applying for research projects.
3. Research Committee strives to inculcate the research attitude and culture by motivating teachers to undertake research projects.
  - i) Free internet facilities available for researchers.
  - ii) Inter-library loan arrangements.
  - iii) Lectures on research proposal.
  - iv) Arranges inter-collegiate research paper presentation.
4. Research Journal “In Search of Knowledge” (ISSN 2278-1234) is published regularly by the college.
5. Arrange lectures and workshops for students for how to prepare a research proposal.
6. The teachers in Self-financed Courses are encouraged by giving them research grant.

#### 3.2 Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
Number	01	-	-	-
Outlay in Rs. Lakhs	6.81Lakhs	-	-	-

#### 3.3 Details regarding minor projects

	Completed	On-going	Sanctioned	Submitted
Number	01	-	-	-
Outlay in Rs. Lakhs	70,000/-	-	-	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	-	-
Non-Peer Review Journals	-	-	07
e-Journals	01	-	-
Conference proceedings	-	08	-

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

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	01.02.2011 TO 31.07.2013	UGC	06.81Lakhs	06.81Lakhs
Minor Projects	-			
Interdisciplinary Projects	-			
Industry sponsored	-			
Projects sponsored by the University/ College	-			
Students research projects <i>(other than compulsory by the University)</i>	-			
Any other(Specify)	-			
Total	-			

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:**N.A.**

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations: **N.A.** International  National  Any other

3.14 No. of linkages created during this year:

3.15 Total budget for research for current year in lakhs: Nil

From funding agency

From Management of University/College

Total

-

3.16 No. of patents received this year: **Nil**

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

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

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

01

05

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

03

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

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: **Nil**

University level  State level   
National level International level

3.23 No. of Awards won in NSS:

University level  State level   
National level International level

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

University level  State level   
National level International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

1. 'Red Ribbon Club' Peer Educators Workshop in Collaboration with MDACS (AIDS Awareness).
2. 'Population First' an NGO conducted competitions under its "LADLI BETI ABHIYAAN". Our Skit won the first prize of Rs. 5000/-

**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	2.248acres 3071.24sq.m.of built up area	-	Management	2.248acres
Class rooms	25	-	-	25
Laboratories	08	-	-	08
Seminar Halls	02	-	-	02
No. of important equipment purchased ( $\geq$ 1-0 lakh) during the current year.	23			
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs 9,56032			
Others				

### 4.2 Computerization of administration and library

Library is automated with “SLIM-21” Software.

Software also has been purchased for office administration.

### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17629	-	172	7865/-	17801	-
Reference Books	27078	-	245	116615/-	27323	-
e-Books	15	-	-	-	15	-
Journals	79	-	03	1000/-	82	107900/-
e-Journals	04	-	-	-	04	-
Digital Database	-	-	-	-	-	-
CD & Video	481	-	05	-	486	-
Others (specify)	N-list Subscription	5000/-	-	-	-	5000/-

### 4.4 Technology up gradation (overall)

	Total Computers			Computer Labs		Internet	Browsing Centres	Computer Centres	Office	Departments computers	Others	
	Computers	Laptops	Total	computers	Labs							
												Existing
Added	15	05	20		-	*	-	-	-	-	-	-
Total	114	07	121	83	02	*	-	02	08	13	08	

**\*Internet facility is available with all the computers.**

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

Teachers have access to internet and printing facilities in the college campus. Students are given option to choose the subject of Computer at the time of admission

4.6 Amount spent on maintenance in lakhs :

i) ICT	-
ii) Campus Infrastructure and facilities	-
iii) Equipments	3, 03,058/-
iv) Others	-
<b>Total :</b>	3, 03,058/-

**Criterion – V**



## 5. Student Support and Progression

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

1. Orientation programme has been arranged for the first year students of all the faculties and information is given about all the Support Services available in the college.
2. Also information is being provided through the Prospectus, notice boards as well as through the Website.
3. IQAC committee keep check on all the Support Services provided to students.

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

To keep track on progression, the institution made efforts as follows:

- i) Results ii) Regular Observation iii) Feedback from stakeholders. iv) Self-Assessment Reports and API v) Term ending Reports (includes curricular and co-curricular activities assigned to the staff) submitted by the staff. Vi) By keeping the check on number of students using the library. vii) Maintaining the Register of student's attendance. viii) Efficiently completing the work before deadline. ix) By conducting Staff meeting regularly- Regular observation, Regular meetings and Monitoring and Regular feedback from students.

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
805	202	-	-

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men	No	%	Women	No	%
	-	-		1007	100

Last Year(2012-13)						This Year(2013-14)					
General	SC	ST/ NT	OBC /SBC	Physically Challenged	Total	General	SC	ST/ NT	OBC /SB C	Physically Challenged	Total
1510	330	111	654	-	2605	1294	339	110	574	-	2317

Demand ratio –Data not available

Dropout % :28.94%

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

-

No. of students beneficiaries

-

5.5 No. of students qualified in these examinations: NIL

NET  SLET  GA  CAT    
IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

Counseling and Career Guidance programs for students were arranged as follows:

- 1."Career in Aviation Sector" by Fly High Aviation Academy on 8<sup>th</sup> July, 2013.
2. Training in "Fashion Retail Management" by All India Local –Self Government and Chanakya Career Institute on 20-21 December, 2013.
3. An Aptitude Test for all students was conducted by "Aspiring Minds" branch of IIT, Powai, Mumbai for enhancing the Personality and Employability of the students on 26-29 June and 16-17 July, 2013.

No. of students benefitted: -

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
03	-	03	-

Under the training in "Fashion Retail Management", Govt. of Maharashtra offers 3 months stipend of Rs.15000/- under Babasaheb Ambedkar Research and Training Institute (BARTI), Pune, for Scheduled Caste students. The students are provided training, Certificate and job assurance. Nearly 40 students attended the programme and three of them joined the course.

5.8 Details of gender sensitization programmes

- 1) "Tejaswini" the Women's Cell, organized a three days workshop on "Empowering Women" by SEHER, an NGO. Following topics were covered:
  - i) Personal Values, Puberty, Early / Teenage Pregnancy, Legal Literacy on 4/9/2013.
  - ii) Contraception, Sexually transmitted infection, HIV/AIDS on 5/9/2013.

,Cartooning

### 5.9 Student Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level   
Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	220	17,36,747/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level

National level

International level

Exhibition: State/ University level

-

National level

-

International level

-

\*Home Science students organised college level exhibition “Home Science Week” in the following -

- i) Textiles
- ii) Food and Nutrition
- iii) Accessories
- iv) Nail Painting, Mehendi etc.

5.12 No. of social initiatives undertaken by the students

05

- i) Psychology students organised a street play.
- ii) Various activities conducted under NSS
- iii) Bahushrut Study Centre.
- iv) The Library avails Braille books for Visually Challenged students.
- v) Some of our students do social work with NGOs.

5.13 Major grievances of students (if any) redressed:

- i) Drinking water problems- The water coolers, water purifiers were repaired.
- ii) Office related work- Office arrangement has been changed for easy access in office work.

## Criterion – VI

## **6. Governance, Leadership and Management**

### 6.1 State the Vision and Mission of the institution

1 Mission - Empowerment of women through excellence in education.

Vision - 'AgratahaPathiSadaivaGamyatam' ( Sanskrit ) which translates as ' Always Moving Forward on the Path of Progress '

### 6.2 Does the Institution have a Management Information System

Yes.

### 6.3 Quality improvement strategies adopted by the institution for each of the following:

#### 6.3.1 Curriculum Development

The curriculum of all UG and PG programmes is prescribed by S.N.D.T. University to which the college is affiliated. However, most of our faculty members are involved in curriculum developing as members of the various Boards of Studies.

The college conducts Career Oriented Programs (COPs) for undergraduate students.

The curriculums of these courses have been updated this year.

#### 6.3.2 Teaching and Learning

To make the teaching-learning process more interesting and student-centric, the institution has provided new equipment to the teaching staff, viz. LCD, Internet, White board markers as well as the Scheme of Book Bank.

Our teachers use modern and innovative teaching methods while teaching other than the lecture method e.g. Paper presentation, Seminars, Co-operative teaching method, use of Audio-Visual aids etc.

#### 6.3.3 Examination and Evaluation

Examinations are conducted by the college strictly according to the norms of the University.

The college has constituted the Unfair Means Committee to keep a check on malpractices committed during the examinations.

Internal evaluation is done within the stipulated time.

Principal Dr. SmritiBhosle offered valuable guidance to Post-graduate students about 'Research Methodology' and about the 'Preparation of a Research Proposal'.

The Research Cell of the college gives encouragement to the teaching staff to contribute to the Research Journal 'In Search of Knowledge' (ISSN: 2278-1234).

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

Library, ICT Access is available to online books and E journals under the UGC N-List programme, via subscription by the college.

Regular meetings of the Library Committee were conducted.

Open access to reference books is available to BSC, BCA and MA students.

### 6.3.6 Human Resource Management

We have Local Management Committee (LMC), College level Students' Welfare Committee,

Planning Board, IQAC Committee, Library Committee, Grievances Redressal Cell,

Research Committee, NSS, Advisory Committee etc. at college level.

All the Committee meetings are held regularly. The resolutions and suggestions are communicated to all the concerned persons and action taken accordingly.

### 6.3.7 Faculty and Staff recruitment

Faculty and staff recruitment is done according to norms.

Qualifications, Eligibility criteria, Selection Committee for interview etc. as per UGC and Government norms.

### 6.3.8 Industry interaction /Collaboration

Industry Interaction/ Collaboration - The Career Counselling Cell of the college arranged orientation , tests and training programmes and course enrolment in collaboration with the following institutes - Fly High Aviation, 'Aspiring Minds (IIT Powai) , All India Local Self-Government , LIC of India, Chanakya and St Angelo technical institutes.

### 6.3.9 Admission of Students

Admission of students is given considering the eligibility criteria and the intake capacity for various programs as prescribed by the S.N.D.T.Women’s University.

Online admission procedure is followed.

Admission Committee supervised the admission process.

6.4 Welfare schemes for

Teaching	NIL
Non-teaching	NIL
Students	As below

“Students Mutual Aid Fund” is contributed to by the teaching faculty and utilized to help needy students of the college, who fit the eligibility criteria, to pay their fees and other education related financial needs.

Also the “Earn and Learn” Scheme run by the Home Science faculty enables the students to sell the products made by them like food, fabric and gift items.

6.5 Total corpus fund generated

NIL/NA

NIL
-----

6.6 Whether annual financial audit has been done

Yes

✓
---

--

6.7 Whether Academic and Administrative Audit (AAA) have been done? :Yes

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Principal
Administrative	Yes	Senior Auditor from Joint Director’s(H.E.) Office	Yes	Management

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

For UG Programmes

Yes

✓
---

--

For PG Programmes

Yes

✓
---

--

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

The Board of Examinations of the S.N.D.T Women’s University amends /revises the rules governing exams periodically or as and when required to improve the quality of the examination procedure. The latest change in rules has been made by the BOE w.e.f. September 2013 wherein a new set of rules has been enforced regarding punitive action for malpractices, lapses in paper-setting, evaluation, moderation etc.

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

NIL

6.11 Activities and support from the Alumni Association

Some of our ex-students conduct courses for our regular students. A few students choreographed at Annual Gathering function as well as one of our students sponsored prizes for the toppers at University Examinations.

6.12 Activities and support from the Parent – Teacher Association

PTA meetings were held in every term to inform and discuss with parents various issues and the suggestions are incorporated.

Some of the parents provided help in cultural programs and the activities conducted by the college.

6.13 Development programmes for support staff

Arranged workshop on newly adopted 'Online Procedures'.

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

Students are made aware about environmental issues through lectures, poster and slogan competitions etc.

The Scheme of Clean Campus Green Campus is implemented.



## 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.

Continuous evaluation of various programmes is done through regular meetings.

Transparency is maintained in all the programmes and mechanism.

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

The progress was monitored through Action Taken Report from all concerned persons.

This Action Taken Report was discussed in meetings and correction was done appropriately whenever it was required.

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

1. Career Oriented Programme (COP) and Career Counseling.

2. Research Activities.

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

1. Efforts are made to conserve and save energy and water.

2. Awareness programmes for students through curriculum (Internal evaluation) and NSS.

7.5 Whether environmental audit was conducted?

Yes

No

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

1. Dedicated teaching faculty
2. More involvement of teachers in research.
3. Timely and efficient performance of academic and administrative tasks.
4. Integration of modern methods of teaching and learning
5. Well run Support services.
6. Career Oriented Programme (COP) for students.
7. ICT training for teaching and non-teaching staff is to be given.
8. Quality improvement in administrative work is needed.

### **8.Plans of institution for next year**

1. ICT training to teaching and non-teaching staff.
2. Proposals to be sent for Seminars/Conferences.
3. Language Proficiency training.
4. Collaboration with other Institution/Industries.

*Name: Krishna Gaikwad Name: Dr.Smriti Bhosle*

*Sd/- Sd/-*

*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

\*\*\*\*\*

**Annexure-I**

**Part B – 1.3**  
**Feedback from Students**  
**2013-2014**

<b>Sr. No.</b>	<b>Question</b>	<b>Excellent (%)</b>	<b>Very Good (%)</b>	<b>Good (%)</b>	<b>Satisfactory (%)</b>	<b>Poor (%)</b>
1	Knowledge of the teacher in the subject he/she is teaching	90.32	08.04	01.02	00.62	00.00
2	Skill of the teacher to present the topic	82.67	12.73	02.10	02.50	00.00
3	Interest generated by the teacher in the subject	76.57	20.21	03.22	00.00	00.00
4	Relationship with the students	90.32	07.04	02.02	00.62	00.00
5	How do you assess him/her as a good human being	50.45	42.55	05.97	01.03	00.00
6	Ability to integrate course material	53.98	39.35	05.60	01.07	00.00
7	Efficiency of the teacher to conduct written test, projects, assignments, exams etc.	75.79	23.20	01.01	00.00	00.00
8	Accessibility of the teacher in and out of the class	57.25	31.11	07.48	04.16	00.00
9	Is the teacher impartial to the students	52.98	39.59	05.40	02.03	00.00

**L.J.N.J. Mahila Mahavidyalaya, Vile Parle (E), Mumbai-400057**

**Academic Calendar for year 2013-14**

<b>Day and Date</b>	<b>Events</b>
10 <sup>th</sup> June ,2013	Academic year begins
11 and 12 June,2013	Preparation of Teaching Plans
16 and 17 July,2013	Career Counselling
26 <sup>th</sup> July,2013	Student's Seminar under Economics Deptt.
13 and 14 August,2013	Competitions under Student's Council
15 <sup>th</sup> August,2013	Independence Day Celebrations
22 <sup>nd</sup> August,2013	Competitions under Gymkhana
23rd August,2013	Inter-Collegiate Seminar under Sociology Deptt.
26 <sup>th</sup> August,2013	University level Content Analysis by English Deptt.
28 <sup>th</sup> August,2013	NSS Orientation for students
1 <sup>st</sup> September,2013 onwards	Nutrition Week by Home Science Deptt.
3 and 4 September,2013	Red Ribbon Club Peer Education Workshop on behalf of S.N.D.T. Women's University , NSS Cell
4 <sup>th</sup> September,2013	Field Visit by Commerce Deptt.
5 <sup>th</sup> September,2013	Staff Academy Programme
4-6 September,2013	Workshop on 'Empowering Women' by Women's Cell
6 and 7 September,2013	S.N.D.T. Women's University Yuva Mahotsav(Mumbai Region)
11 <sup>th</sup> September,2013	Field Visit for Psychology students.
14 <sup>th</sup> September,2013	'Hindi Diwas' Celebration
3 <sup>rd</sup> October,2013	Mental Health Week by Psychology Deptt.
10 <sup>th</sup> October,2013 onwards	Semester end Examinations

**Diwali Vacation from 28<sup>th</sup> October, 2013 to 17<sup>th</sup> November, 2013**

**Second Term (From 18<sup>th</sup> November, 2013)**

20 <sup>th</sup> November,2013	Planning for Annual Gathering
9 <sup>th</sup> December,2013	Annual College Gathering
18 and 19December,2013	Annual Sports Days
21-27 December,2013	NSS Camp

**Christmas Vacation from 23<sup>rd</sup> December, 2013 to 1<sup>st</sup> January, 2014**

10 <sup>th</sup> January,2014 onwards	Home Science Week
16 and 17 January,2014	‘Udaan’, Inter-Collegiate Competition
23 to 25 January,2014	Leadership Training Camp on behalf of S.N.D.T. Women’s University NSS Cell
25 <sup>th</sup> January,2014	‘VardhapanDin’ celebration by college management
30 <sup>th</sup> January to 4 <sup>th</sup> February,2014	Workshop on ‘Effective Communication and Writing Skills’ for Psychology students
31 <sup>st</sup> Jan and 1 <sup>st</sup> February ,2014	Synergy Fest for BCA students
3 <sup>rd</sup> and 4 <sup>th</sup> February,2014	Workshop on ‘Cyber Crime and Cyber Safety’
15 <sup>th</sup> February,2014	Workshop for students of History
24-29 March,2014	First year B.A. and B.Com. Semester end Examinations
25 <sup>th</sup> March,2014	Staff Academy Programme
1 <sup>st</sup> to 5 <sup>th</sup> April,2014	First year B.Sc. and BCA Semester end Examinations.
30 <sup>th</sup> April,2014	Term ends.