

AQAR: 2014-15

Shreemati Nathibai Damodar Thackersey

College of Home Science

Karve Road, Pune 411038



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

1. Details of the Institution

1.1 Name of the Institution

Shreemati Nathibai Damodar Thackersey College of Home Science

1.2 Address Line 1

Maharshi Karve Vidya Vihar

Address Line 2

Karve Road

City/Town

Pune

State

Maharashtra

Pin Code

411038

Institution e-mail address

homescpune@sndt.ac.in

Contact Nos.

02025432097

Name of the Head of the Institution:

Dr. (Smt.) Manik U. Dixit

Tel. No. with STD Code:

02025420528

Mobile:

09422082793

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Name of the IQAC Co-ordinator:

Dr. Rachna Vishwanathan

Mobile:

09881403919

IQAC e-mail address:

homescpune@sndt.ac.in

1.3 NAAC Track ID _____

1.4 Website address:

www.sndthsc.com

Web-link of the AQAR:

www.sndthsc.com

1.5 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+		2004	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.6 Date of Establishment of IQAC:

08.03.2004

1.7 AQAR for the year (*for example 2010-11*)

2014-15

1.8 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*)

- i. AQAR 2004-05 _____ 25.4.2005
- ii. AQAR 2005-06 _____ 27.4.2006
- iii. AQAR 2006-07 _____ 25.4.2007
- iv. AQAR 2007-08 _____ 28.4.2008
- v. AQAR 2008-09 _____ 29.4.2009
- vi. AQAR 2009-10 _____ 30.4.2010

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1.9 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 –N.A. Yes No

(eg. 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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

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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

6

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

2

2.4 No. of Management representatives

0

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and

1

community representatives

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

0

2.9 Total No. of members

12

2.10 No. of IQAC meetings held

2

2.11 No. of meetings with various stakeholders:

No.

2

Faculty

2

Non-Teaching Staff

2

Students

Alumni

2

Others

0

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

Yes

No

If yes, mention the amount

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2.13 Seminars and Conferences (only quality related)

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

Total No. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

IQAC organizes and coordinates:

- All student related and academic activities in the college.
- Plans an orientation for First Year students when they join college, to explain the Vision and Mission of the University.
- Students are informed about the examination and evaluation pattern.
- The facilities for financial help available for needy students and various government scholarships available are explained.
- Students are made aware about the curricular and extracurricular activities conducted in the college and university.
- The activities of Parent Teacher Association and counsellors are also organized by IQAC.
- All round development of students is ensured by conducting competitions, lectures by eminent personalities and various workshops.
- IQAC ensures that students representing the College, Inter University, State level competitions are provided with academic flexibility.

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
Use of Technology	Dongle (D-link) has been introduced into office computerization to improve internet connectivity. The following processes are now computerized- admission, university exam forms, student name lists, identity cards, leaving certificates, exam admit cards, exam question papers, results. Computers are also used for correspondence, accounting, pay bills, taxation. The internal assessment marks are filled online by the teachers. Online papers were received for university examinations and printed as per the requirement.

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Plan of Action	Achievements
CCTV Security	CCTV was installed in the entrance lobby, Principal's office, Administrative office and Accounts office for better monitoring and security.
Placement Cell	Placement Cell was set up to facilitate the job opportunities for the students.
Repair and Maintenance of Laboratories	Repair and Maintenance of Laboratories was taken up for M.Sc. Laboratory. The Laboratories were upgraded with latest equipments.

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body

Provide the details of the action taken

AQAR was discussed in IQAC meeting. It was also discussed with Principal and head of departments. The AQAR was then sent to NAAC after the approval and signature of the University authorities.

Part – B

Criterion – I

1. 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	1		1	
UG	2		1	
PG Diploma	1		1	
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	4		3	
Interdisciplinary				
Innovative				

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

Open Options: Students have the option to select the Specialisation of their choice.

SNDT College of Home Science, Pune offers the following programs:

B.Sc. Home Science with 5 specialisations	Post Graduate Programs(self supporting)
Curriculum has 120 credits, which includes 60 credits of common Courses and 60 credits of specialisation.	M.Sc. Nutrition and Food Processing
Semester I to III - common to all the students with compulsory courses.	The M.Sc. NFP syllabus was revised and implemented in Academic year 2012-13. CBCS was introduced for the first time. Students had the choice to select electives. Out of the two electives, one elective is to be taken from the Faculty of Home Science and the second elective from other Faculties.
Semester IV to VI - students may chose any one of the 5 specialisations and continue with the courses of that specialisation. i. Nutrition and Dietetics ii. Textile Science and Apparel Designing iii. Resource Management iv. Human Development v. Human Ecology and Consumer Sciences	

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(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4 programs 1. B.Sc. Home Science 2. B.Sc. F.S.Q.C. 3. M.Sc. N.F.P. 4. PG Diploma in Dietetics
Trimester	
Annual	

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

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

**Please provide an analysis of the feedback in the Annexure*

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

No revision.

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
12	5	7	Nil	Nil

2.2 No. of permanent faculty with Ph.D.

4

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

Asst. Professors		Associate Professors		Professors		Others (Principal)		Total	
R	V	R	V	R	V	R	V	R	V
Nil	9	Nil	Nil	Nil	Nil	Nil	1	Nil	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil

Nil

UG 24 + PG 15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		11	
Presented papers	1	1	
Resource Persons	1		

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

Each department is following different methods of innovative teaching suitable to the curriculum of the specialisation such as - Co operative learning, Participatory Method, Audio Visual Aids, Educational Games, Street Plays, Study Tours, Demonstrations, Market surveys, Group Projects, Exhibitions, Field Visits, Mock Counselling, Role plays, Puppet shows and Workshops.

2.7 Total No. of actual teaching days UG

182

during this academic year

PG

200

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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

BAR Coding, Double Valuation and Photocopy

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

2	2	2
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2.10 Average percentage of attendance of students-

83%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
1.B. Sc. Home science	97	0.00	50.51	28.86	4.10	83.47
2.B. SC. Food Science Quality Control	15	0.00	40.00	20.00	0.00	60.00
3.M. Sc. Nutrition and Food Processing	19	0.00	94.0	6.0	0.00	100.0
4.P. G. Diploma in Dietetics	17	0.00	17.64	35.29	0.00	52.93

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

IQAC has given a direction to maintain the quality of education through evaluation and continuous monitoring. The committee's vision and planning helped the college to progress and maintain good standards in providing quality education.

- Time table and examination procedures are closely monitored by the IQAC.
- The committee made sure that assessment of papers was completed in time and also checked the results of the entire college.
- The teacher's records of students are checked by the H.O.D. from time to time as per IQAC instructions.
- Faculty were given teacher's record book to plan their teaching in advance and maintain record of topics covered in each class.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement programme	1
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	2
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

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	4	1	0	4
Technical Staff	Nil	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

IQAC encourages teachers to attend, present and publish their research work at various forums.

The students were encouraged to participate in Student Led Conference organised by the University on the campus. Faculty guided the students to present research articles and reviews during the conference.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	00	01	01
Outlay in Rs. Lakhs	0.6			

3.4 Details on research publications

	International	National	Others
Peer Review Journals	03		
Non-Peer Review Journals			02
e-Journals			
Conference proceedings	01	01	

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2013-15	UGC	0.6 lakhs	37,500/-
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				

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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

NA

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

02

3.13 No. of collaborations

International

National

Any other

3.14 No. of linkages created during this year

30

3.15 Total budget for research for current year in lakhs:

From Funding agency

From Management of University/College

Total

3.16 No. of patents received this year

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

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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
0						

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

01
01

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	<input style="width: 40px; text-align: center;" type="text" value="0"/>	State level	<input style="width: 40px; text-align: center;" type="text" value="0"/>
National level	<input style="width: 40px; text-align: center;" type="text" value="0"/>	International level	<input style="width: 40px; text-align: center;" type="text" value="0"/>

3.22 No. of students participated in NCC events:

University level	<input style="width: 40px; text-align: center;" type="text" value="0"/>	State level	<input style="width: 40px; text-align: center;" type="text" value="0"/>
National level	<input style="width: 40px; text-align: center;" type="text" value="0"/>	International level	<input style="width: 40px; text-align: center;" type="text" value="0"/>

3.23 No. of Awards won in NSS:

University level	<input style="width: 40px; text-align: center;" type="text" value="0"/>	State level	<input style="width: 40px; text-align: center;" type="text" value="0"/>
National level	<input style="width: 40px; text-align: center;" type="text" value="0"/>	International level	<input style="width: 40px; text-align: center;" type="text" value="0"/>

3.24 No. of Awards won in NCC:

University level	<input style="width: 40px;" type="text"/>	State level	<input style="width: 40px;" type="text"/>
National level	<input style="width: 40px;" type="text"/>	International level	<input style="width: 40px;" type="text"/>

3.25 No. of Extension activities organized

University forum	<input style="width: 40px;" type="text"/>	College forum	<input style="width: 40px; text-align: center;" type="text" value="06"/>
NCC	<input style="width: 40px;" type="text"/>	NSS	<input style="width: 40px; text-align: center;" type="text" value="04"/>
		Any other	<input style="width: 40px;" type="text"/>

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

- Students organised Tree Plantation on the occasion of 'Vanamahotsav Week', 5th July 2014 on the campus.
- Students displayed posters about 'World Population Scenario' in the college.
- Students of T.Y. Nutrition guided Zila Parishad School Children on 'Good Nutrition, Health and Hygiene' in Kirkatwadi, Pune.
- Students of T.Y. Nutrition arranged lectures on following topics: - 'Adolescent and women's health', 'Women's Empowerment', 'Role of Balanced Diet'. Exhibited nutrition related messages during special N.S.S. camp at Kirkatwadi, Pune.
- Students of T.Y. Nutrition assessed physical fitness of adolescent boys at the NGO Swarupwardhini, Pune.
- Students of T.Y. Nutrition performed a street play for the girls of S.N.D.T. Kanya Shala, on Dietetics day. The theme of the play was 'A Healthy Girl Becomes A Healthy Mother'.
- Students of Human Development organised street plays in the college campus on 'Women Empowerment'.
- Students of Human Development conducted a puppet show in St. Crispin's Home.
- Students of T.Y. Nutrition prepared posters on Nutrition Education and Awareness for Pune Municipal Corporation School on behalf of ISKON.

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	62942Sq M (16 acres)			
Class rooms	12			
Laboratories	19			19
Seminar Halls	2			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	259	2	College fees, UGC funds, Quantity Cookery profits, P. G. budget	261
Value of the equipment purchased during the year (Rs. in Lakhs)	10.03433	0.06223	College Funds	10.09656 lakhs
Others				

4.2 Computerization of administration and library

The following processes are now computerized- admission, university exam forms, student name lists, identity cards, leaving certificates, exam admit cards, exam question papers, results. Computers are also used for correspondence, accounting, pay bills, taxation.

Work on Wi-Fi facility is in progress.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1202	358892	41	52223	1243	4.11115
Reference Books	5961	4740868	654	436877	6615	51.77745
e-Books						
Journals	478	1693852	144	288018	622	19.81870
e-Journals						
Digital Database	56	11634770	16	5020926	72	166.55696
CD & Video	181	38243	21	2876	202	0.41119
Others (e resources)	27	1598748			27	15.98748

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4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	35	1 lab-20 computers	available	-	-	7	8	
Added								
Total	35	1 lab-20 computers	available	-	-	7	8	

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

Dongle (D-link) was added in the office along with internet as back up.

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.01280
ii) Campus Infrastructure and facilities	7.73132
iii) Equipments	0.03975
iv) Others	0.25000
Total:	8.03

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC is continuously putting efforts to improve the student support services.

1. On admission, the students receive the Information Booklet and University Diary; hence they understand the Vision and Mission of the University. They become aware of examination and evaluation pattern.
2. The Institution helps the needy students financially and they are also informed about various government scholarships available.
3. A batch 20 students is guided by a teacher who acts as a mentor. The staff guides them about curricular and extracurricular activities.
4. Parent Teacher Association meetings are held once in a term to involve the parents in their ward's progress. In case there are any issues regarding academic performance or attendance, the parents can meet the mentor with prior appointment. Parent's feedback and suggestion are also taken into consideration.
5. The Institution ensures all round development of students by conducting competitions, lecture by eminent personalities and various workshops.
6. Students representing the Institute, Inter University, State level competitions are provided with academic flexibility.

5.2 Efforts made by the institution for tracking the progression

1. The Institute tracks the progress of the students through continuous evaluation scheme – unit tests in Theory and Practicals, assignments, poster presentations, display and street plays.
2. Students with poor performance are given extra inputs through remedial teaching.
3. Academically weak students are identified and attempts are made to improve their performance. As a healthy practice the counsellor telephonically informs the parents regarding their ward's progress whenever essential. Cases of students requiring special attention are also discussed during H.O.D. meeting.
4. Result analysis is done on regular basis.
5. The College provides students with well equipped computer laboratory and Audio Visual room. This helps the students in their assignments and presentations.

5.3 (a) Total Number of students

UG		PG		Ph. D.	Others
BSc FSQC	61	MSc NFP	38		
BSc Home Sc	404	PG Dip Dietetics	21		
TOTAL	465	TOTAL	59		

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(b) No. of students outside the state 06

(c) No. of international students Nil

	No	%		No	%
Men	0	0	Women	0	0

Last Year 2013-14									This Year 2014-15								
Name of the Course	General	SC	ST	NT/DT	SBC	OBC	Physically Challenged	Total	Name of the Course	General	SC	ST	NT/D T	SBC	OBC	Physically Challenged	Total
BSc FSQC	48	1	0	2	0	4	0	55	BSc FSQC	55	0	0	2	0	4	0	61
BSc Home SC	289	13	1	15	0	35	0	353	BSc Home SC	313	21	2	21	2	45	0	404
MSc NFP	34	2	2	0	0	2	0	40	MSc NFP	32	2	1	0	3	0	0	38
PG D Dietetics	24	3	0	0	0	0	0	27	PG D Dietetics	17	1	0	1	0	2	0	21
								477									524

Demand ratio 1:1 Dropout UG 22.06% PG 5.2%

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

Students are informed and guided about these examinations by the teachers. Guidance for competitive exams (in Home Science) is provided to outside/external candidates approaching the institutes.

No. of students beneficiaries 135

5.5 No. of students qualified in these examinations

NET	1	SET/SLET	0	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counselling and career guidance

Counselling

College has a healthy practise of guiding and counselling students.

- Every batch of 20 students has a staff mentoring them.
- Counsellor/ Mentor meet the students twice a month. Policies related to attendance, examination or any other important issues are conveyed to them.
- Students are encouraged to discuss their related to academics with their mentor who attempts to resolve the same.
- Students with problems are identified and advised to take professional help/counselling.

Career Guidance

- All the departments have workshops for improving personality and communication skills which are required for interviews.
- Some departments have policy of inviting their alumni working in various fields to guide the outgoing students about various avenues open to them.
- The Home Science curriculum offers in-built training (Internship) which also exposes students to various fields/options available to them after graduation.
- Skill development workshops such as glass painting, flower arrangement, jewellery making etc. are organised by the departments which also open different avenues for students.

No. of students benefitted

524

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
1	27	01	16

5.8 Details of gender sensitization programmes

- A lecture on Gender, Sexuality & Violence against Women was organized for students by a NGO-Tathapi- I SOCH.
- The students' participated in 'Pinkathon', to create awareness about Breast Cancer.

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5.9 Students Activities

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

State/ University level National level International level

Inter College

No. of students participated in cultural events

State/ University level National level International level

Inter College

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

Sports: State/ University level National level International level

Inter College

Cultural: State/ University level National level International level

Inter College

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	02	14,000
Financial support from government	30	2,44,560
Financial support from other sources	3	20,000
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

5.12 No. of social initiatives undertaken by the students

10

- i. The first week of July was celebrated as 'Vanamahotsav' to mark foundation day.
- ii. N.S.S. volunteers organised exhibition and conducted 'Nutritious Recipe Competition' for Gramin Mahila at Kirkatwadi.
- iii. N.S.S. volunteers participated in campus cleaning activity and tried to maintain 'Zero Garbage Zone' by making provision of dustbins.
- iv. N.S.S. volunteers motivated school children on the following topics- 'Water Management', 'Swaccha Bharat Abhiyan', 'Importance of Health, Hygiene and Nutrition in day to day life'.
- v. Students conducted group activities like 'Drawing', 'Mehendi', 'Tissue paper flowers', 'Glass paintings' and 'Soft toys making', for community women during N.S.S camp.
- vi. Students of TY Nutrition and Dietetics conducted program in the community, Jay Bhavani Nagar, Kothrud, on 'Role of Nutrition in preventing malnutrition' and Demonstration on 'Nutritious recepies' by using locally available ingredients.
- vii. Street plays were conducted by SY B.Sc. students in the college campus on the topic 'Women Empowerment'.
- viii. Puppet Show was organized at St. Crispin's Home, Pune, by SY B. Sc. students.
- ix. Posters were displayed during the N.S.S. camp held at Kirkatwadi on- 'Health awareness', 'Education and Women Empowerment'.

5.13 Major grievances of students (if any) redressed:

There is a grievance committee in the college to address and solve the grievances of the students. However, no written grievances were received from students in the grievance box put up for the purpose but oral grievances of students were addressed during counselling sessions.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

SNDT college of Home Science gets its inspiration from the university motto: 'An enlightened woman is the source of infinite strength'. The College strives to keep abreast of changing social realities and create a harmonious environment for the students to equip and empower themselves through education to make meaningful contribution to the society and uphold human values, equality & social justice.

Mission:

SNDT College of Home Science strives for women's empowerment through access to education, particularly higher education, through relevant courses. The college offers professional and vocational courses for women to meet the changing socio-economic needs, with human values and purposeful social responsibility. It aims to achieve quality, professional attitude and entrepreneurial skills among students for self reliance.

6.2 Does the Institution has a management Information System

Yes, the institution has a management information system. Students are allotted a PRN from the university after online admissions are confirmed. Students are also provided an email id and log in password for official communication with the university regarding admission, filling up of university exam forms. The students can apply for the bonafide certificate, leaving certificate, transfer certificates and transcripts. University is tied up with MKCL and college coordinated with MKCL. The internal assessment marks are filled online by the teachers.

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

6.3.1 Curriculum Development

We now have a restructured syllabi and staff members kept in touch with their colleagues from other colleges to maintain uniformity in teaching and evaluation.

6.3.2 Teaching and Learning

- The course is also offered in Marathi medium to cater to the local students.
- Guest speakers were invited to share their field experiences with the students.
- Displays, group activities and cooperative learning formed a part of teaching and learning. Study tours in the subjects like EVS gave hands on experience and enhanced understanding of the subject.
- Students have internship for all specialisations which improved their understanding and went a long way in improving their skills.
- Some staff members adopted ICT techniques such as power point presentations, audio and video clips for better understanding of the subjects.

6.3.3 Examination and Evaluation

- Students were assessed on assignments and projects. Surprise tests were conducted to ensure regular study habits. Practice tests were conducted to improve their writing skills.
- Online papers were received for university examinations and printed in college as per the requirement.

6.3.4 Research and Development

- The college encourages their staff to take up Research Projects. Dr Manik Dixit completed her MRP, for which she had received a grant for INR 60.000/- .
- Smt. V. Nagarale availed the benefit of Faculty Improvement Programme for her research.
- Research papers were published by few staff members in noted journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Equipments like colorimeter and food processor were added in Department of Science & FSN respectively.
- Dr Dixit used her MRP grant for purchasing books related to Environment Science for the library.
- All batches of F.Y. B. Sc were given orientation to the library.

6.3.6 Human Resource Management

Principal conducts weekly meetings with the Heads of the departments to ensure smooth day to day functioning of the departments. The decisions taken in these meetings are communicated in the department meetings. General staff meetings are conducted time to time to resolve problems. The institute maintains records of attendance of teaching and nonteaching staff through biometry.

The Principal conducts meeting with non teaching staff as per the need.

CCTV cameras were installed in Principal, account and administrative offices for security and better monitoring.

6.3.7 Faculty and Staff recruitment

The college has a database of Curriculum Vitae for different departments. Local selection committee comprising of Principal, Vice Principal, and the Head of the Department/ Subject expert scrutinised the forms. The interviews were conducted for the selection of suitable candidate. The same was intimated to the University for Approval.

6.3.8 Industry Interaction / Collaboration

Each department has collaboration with different industries/ hospitals/ hotels/Interior design firms. Students completed their in plant training with these organisations as a part of the curriculum.

The Department of Food Science and Nutrition also collaborated with NGO Swaroopwardhini ', to assess the physical fitness of Adolescent boys. The Department of Human Development participated in 'Bal Mela 'organised by Swaroopwardhini for under privileged children.

The Department of Human Development worked with St. Crispin's Home and organised 'Children's Day' programs for their residents.

6.3.9 Admission of Students

The admission committee facilitates the admission procedure and is responsible for pre admission counselling to the students and their parents.

All eligible students were admitted online as per university and Government criterion. The admission was confirmed on payment of fees.

6.4 Welfare schemes for

Teaching	Staff club organised lectures on 'Detection of Cervical Cancer' and 'Stress Management Techniques' by Art Of Living were the programs organised for the welfare of the staff.
Non teaching	They are entitled to take advance during the festival.
Students	Students are encouraged to participate in extracurricular activities, so get an opportunity to showcase their talents. Free ships and scholarships are offered to the Students as per the government rules. Students are facilitated for receiving travel concessions.

6.5 Total corpus fund generated Rs. 28754483.79

6.6 Whether annual financial audit has been done Yes No

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

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

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6.8 Does the University/ Autonomous College declares 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?

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

Every department of the college invites their alumni to interact with their present students. The interaction helps the present students to understand the future prospects in their fields.

6.12 Activities and support from the Parent – Teacher Association

The college always feels a need to discuss the overall development of their wards with their parents. The students' performance, regularity is discussed with the parents during the PTA meetings, which are conducted once in every semester.

Parent's feedback and suggestions to improve the overall functioning of the college were solicited.

6.13 Development programmes for support staff

The training programs are organized by the University for the Support Staff to equip them to handle various online procedures related to admissions, examinations and any other relevant government data.

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

Keeping the environment clean and green is our prime responsibility. The students participated in a tree plantation program under the NSS activity. Notices for saving energy were displayed in the classrooms and laboratories. Students are encouraged to switch off fans and lights while vacating.

Students were encouraged to conserve fuel energy by sharing vehicles or using public transport for sustainability.

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.

Our curriculum encourages in plant training which builds healthy relations with the industry

The departments collaborate with various NGO's for various outreach programs.

The Department of Food Science and Nutrition also collaborated with NGO Swaroopwardhin , to assess the physical fitness of Adolescent boys. The Department of Human Development participated in Bal Mela organised by Swaroopwardhini for under privileged children.

The Department of Human Development worked with St. Crispin's Home and organised *Children's Day* programs for their residents.

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

The computer systems were upgraded to facilitate smooth administrative processes.

- CCTV system was installed for better monitoring and security.
- Placement Cell was set up to facilitate the job opportunities for the students.
- Repair and Maintenance of M.Sc. Laboratories was taken up.
- The Laboratories were upgraded with latest equipments.

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

Guidance and counselling services to the students to promote personal, social, education and career development continued.

Attempt is made to give individual attention to students.

Financial aid is given to needy and deserving students.

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

7.4 Contribution to environmental awareness / protection

The students were made aware about biodiversity and endemic species by arranging an excursion to Kaas plateau.

The students participated in clearing the waste created by tourist on Kaas

Slide shows were arranged on wildlife and nature.

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7.5 Whether environmental audit was conducted? Yes No

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

A lecture on 'Good Study Habits' was organized for students to help them memorize and retain information.

Students were orientated to the laws regarding Ragging by Dr. Manasi Rajhans, Associate Professor at SNTD College of Arts and Commerce, Pune.

8. Plans of institution for next year

- To formulate CASH Committee
- To formulate Anti ragging Committee
- To Register the Parent Teacher Association and Alumni association.

Name Dr. R. VISHWANATHAN.

R. Vishwanathan

Signature of the Coordinator, IQAC

Name Dr. MANIK DIXIT

manik

Signature of the Chairperson, IQAC

Name Dr. RUBY OJHA

Ruby Ojha
27/2/17

Signature of the Director BCUD

SNDT Women's University
Director

Board of College and
University Development

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