

## AQAR 2013 - 2014

### 1. Kindly provide the details of the institution

	Name of Institution:	Sir Vithaldas Thackersey College of Home Science (Autonomous), S.N.D.T. Women's University, Mumbai – 400 049.
1	Year of Establishment of the Institution:	1959
2	Address Line 1:	S.N.D.T. Women's University, Sir Vithaldas Vidyavihar,
3	Address Line 2:	Juhu Campus, Santacruz (W),
4	City/Town:	Mumbai
5	State:	Maharashtra
6	Postal Code:	400049
7	Email Address:	svtcollegehomescience@yahoo.co.in svt@sndt.ac.in

### 2. NAAC Accreditation/ Reaccreditation Details

	Year of Accreditation/ Reaccreditation:	2005
1	Current Grade:	A
2	CGPA:	Institutional Score = 3.09

### 3. Institutional Status

Autonomous

### 4. Contact Person Details

	Name of Head of Institution:	Dr. Jagmeet Madan, Principal
1	Contact Phone:	022 – 26602504 / 26608179

2	Email:	dr.jagmeetmadan@gmail.com
3	Website URL:	www.svt.edu.in
4	Name of IQAC Coordinator	Dr. Rekha Battalwar
5	Email:	svtcollegehomescience@yahoo.co.in svt@sndt.ac.in drrekhab12@gmail.com

## SECTION I

### 5. Number of academic programs existing

(Enter a number; 0 for nil)

1	Undergraduate (BA/B.Sc./B.Com etc.)	10 (BSc. Home Science)
2	Post Graduate (MA/M.Sc./M.Com etc.)	0
3	Research Programs (M.Phil/Ph.D.)	0
4	Certificate Programs*	04
5	Professional Programs (B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/ Paramedical/Nursing etc)	0
6	Other value added programs	01
7	Any other program offered (Specify)	0

This section is related to institutional goals, vision and mission, academic programs and activities, strategies and action plans for institution building.

### 6. Details on Program Development ( Enter a number; 0 for nil)

1	New programs added during the year	0
2	New programs designed	0
3	Programs under revision	10 (specializations)
4	Interdepartmental collaborative programs	01
5	Inter institutional collaborative programs	01

6	Number of review Committee recommendations implemented (Total)	11
7	Number of NAAC peer team recommendations implemented	09
8	Number of UGC/any other expert committee recommendations Implemented	02
9	Number of review committee recommendation under implementation	08
10	Number of NAAC peer team recommendations under implementation	04
11	Number of UGC/ any other expert committee recommendations under implementation	04

#### 7. Faculty Details (Enter a number; 0 for nil)

1	Total faculty strength required as per norms for all programs	40
2	Total faculty on rolls	29
3	Faculty added during the Year	04
4	Faculty positions vacant	11
5	Faculty left during the year	01
6	Total number of visiting Faculty	30
7	Total number of guest Faculty	29

#### 8. Qualification of Faculty

1	PhD and Above	09
2	MPhil	05

3	Masters	15
4	Any other (Specify)	01

### 9. Faculty qualification improvement

1	PhD awarded to existing Faculty	0
2	MPhil awarded to existing Faculty	0
3	Any other degree awarded to existing faculty	0

### 10. Administrative Staff Details (Enter a number; 0 for nil)

1	Administrative staff (total sanctioned)	14
2	Administrative staff (Actual strength)	12
3	Added during the year of Reporting	0
4	Left during the year	01
5	Number of posts vacant	02

### 11. Technical Support Staff Details (Enter a number; 0 for nil)

1	Technical Support Staff Class IV (Total sanctioned strength)	19
2	Technical Support Staff (Actual strength)	14
3	Added during the year	0
4	Left during the year	0
5	Number of posts vacant	05

## SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC.

It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

### 12. Establishment details

Year of Establishment of IQAC

DD	MM	YYYY
01	/	04 / 2004

### 13. Composition of IQAC (Enter a number; 0 for nil)

1	Number of IQAC members	11
2	Number of Alumni in IQAC	0
3	Number of Students in IQAC	0
4	Number of Faculty in IQAC	07
5	Number of Administrative Staff in IQAC	0
6	Number of Technical Staff in IQAC	0
7	Number of Management Representatives	02
8	Number of External experts in IQAC	02
9	Number of any other stakeholder and community representatives	0

#### 14. IQAC Meetings

1	Number of IQAC meetings held during the year	16
---	--	----

#### 15. Whether Calendar of activities of IQAC formulated for the academic year

Yes
-----

#### 16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of academic programs proposed	14
Number of value added programs proposed	---
Number of skill oriented programs proposed	03
Number of faculty competency and development programs proposed	---
Number of other staff development programs proposed	---
Number of student mentoring programs proposed	54
Number of cocurricular activities proposed	125
Number of inter departmental cooperative schemes proposed	---
Number of community extension programs proposed	07
Any other programs proposed (Specify)	01

#### 17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

Number of academic programs implemented	---
Number of value added programs implemented	---
Number of skill oriented programs implemented	03
Number of faculty competency and development programs implemented	---
Number of other staff development programs implemented	---
Number of student mentoring programs implemented	56
Number of cocurricular activities implemented	125
Number of inter departmental cooperative programs	---

implemented	
Number of community extension programs implemented	21
Any other programs suggested that are implemented (Specify)	01

**18. IQAC Seminars and Conferences (Enter a number; 0 for nil)**

Number of seminars/ conferences/ workshops organized by IQAC within the institution	03
Number of participants from the institution	250
Number of participants from outside	130
Number of external experts Invited	14
Number of external conferences/seminars/ workshops on institutional quality attended	---
Number of events conducted with IQACs of other institutions as collaborative programs	---

**19. Did IQAC receive any funding from UGC during the year?**

Yes

No

**20. If the response to Qn. 19 is Yes, please provide the amount received from UGC (Input 0 if NA/NIL)**

Sanction letter received for Rs. 3 lakhs for a term of 5 years.

**Any other source including internal financial support from the Management (Specify amount)**

1	Amount Received from UGC	Rs. 11,63,750/-
2	Amount Received from any other source including the college management	Rs. 10, 000/-

**21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)**

- Conducted Workshop for teachers on Syllabus restructuring.
- Started work towards restructuring the B.Sc. program with choice based credit system which will be implemented in academic year 2015-16.
- Finalized norms for students with learning disabilities. The College made an expert panel to address the specific needs of these children in collaboration with Department of Human Development.
- SVT IQAC Committee organized Teacher Enrichment Series on curriculum restructuring- April 2014 and developed a template of Credit distribution for BSc (Honors) Program in seven specializations to be offered by SVT College of Home Science (Autonomous) SNDTWU, Mumbai from 2015-2016.
- SVT College of Home Science (Autonomous) instituted its first gold medal Late Motibai Thackersey Gold Medal - which was given to the topper in B.Sc. Home Science (All specializations) in faculty of Home Science which was awarded at SNDT Women's University convocation.

**SECTION III**

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

**22. Academic Programs**

1	Amount Received from any other source including the college management	Rs. 37, 200/-
2	Number of faculty members involved in curriculum restructuring/ revision/ syllabus development	32
3	Number of programs in which evaluation process reformation taken up and implemented	02
4	Number of active teaching days during the current	171



	academic year	
5	Average percentage of attendance of students	80%
6	Percentage of classes engaged by guest faculty and temporary teachers	40%
7	Number of self-financed programs offered	04
8	Number of aided programs offered	10 B.Sc. Home Science with 10 specializations
9	Number of programs discontinued during the year	02

23. Whether any systematic student feedback mechanism is in place?

YES

24. Feedback Details (If answer to Question 20 is Yes)

1	Percentage of courses where student feedback is taken	100%
---	---	------

25. Is feedback for improvement provided to the faculty?

YES

26. Faculty Research, Projects, and Publication details for the year -

1	Number of major research projects undertaken during the year	0
2	Number of minor research projects undertaken during the year	0
3	Number of major ongoing Projects	0
4	Number of minor ongoing Projects	01
5	Number of major projects Completed	0
6	Number of minor projects Completed	01

7	Number of major project proposals submitted for external funding	0
8	Number of minor project proposals submitted for external funding	0
9	Number of research publications in peer reviewed journals	07
10	Number of research publications in international peer reviewed journals	07
11	Number of research publications in national peer reviewed journals	0
12	Number of research papers accepted for publication in international peer reviewed Journals	0
13	Number of research papers accepted for publication in national peer reviewed journals	0
14	Average of impact factor of publications reported	0
15	Number of books published	0
16	Number of edited books Published	0
17	Number of books (single authored) published	0
18	Number of books (coauthored) published	0
19	Numbers of conferences attended by faculty	29
20	Number of international conferences attended	02
21	Number of national conferences attended	10
22	Number of papers presented in conferences	24
23	Number of papers presented in international conferences	17
24	Number of papers presented in national conferences	07
25	Number of conferences organized by the institution	0
26	Number of faculty acted as experts resource persons	05
27	Number of faculty acted as experts resource	03

	persons international	
28	Number of faculty acted as Experts/ resource persons national	04
29	Number of collaborations with international institutions	05
30	Number of collaborations with national institutions	01
31	Number of linkages created during the year	05
32	Total budget for research for current year as a percentage of total institution budget	0
33	Amount of external research funding received in the year	0
34	Number of patents received in the year	0
35	Number of patents applied for in the year	0
36	Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	0
37	Number of PhDs awarded during the year	0
38	Percentage of faculty members invited as external experts/ resource persons/ reviewers/ referees or any other significant research activities	17

#### SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

## 27. Student Details and Support Mechanisms

1	The total intake of students for various courses (Sanctioned)	635
2	Actual enrollment during the year	628
3	Student dropout percentage during the year	16.56 %
4	Success percentage in the final examination across the courses	72.1%
5	Number of academic distinctions in the final examination and percentage	02
6	Number of students who got admitted to institutions of national importance	NA
7	Number of students admitted to institutions Abroad	10%
8	Number of students qualified in UGC NET/ SET	NA
9	Number of students qualified GATE/ CAT/ other examination (Specify)	NA

## 28. Does student support mechanism exist for coaching for competitive examinations?

No

## 29. Student participation, if response is yes to Qn. 28

1	Number of students participated	--
---	---------------------------------	----

## 30. Does student counselling and guidance service exist?

Yes

## 31. Student participation, if answer to Qn. 30 is yes

1	Number of students participated	30
---	---------------------------------	----

## 32. Career Guidance

1	Number of career guidance programs organized	07
2	Percentage of students participated in career guidance programs	100%

**33. Is there provision for campus placement?**

Yes

**34. If yes to Qn. 33**

1	Number of students participated in campus selection programs	17
2	Number of students selected for placement during the year	11

**35. Does gender sensitization program exist?**

yes

**36. If Answer is Yes to Qn. 35**

1	Number of programs organized	02
---	------------------------------	----

**37. Student activities**

1	Number of students participated in external cultural events	84
2	Number of prizes won by students in external cultural events	22
3	Number of cultural events conducted by the institute for the students	06
4	Number of students participated in international sports and games events	0
5	Number of students participated in national level sports and games events	01
6	Number of students participated in state level sports and games events	0
7	Number of students participated in university level sports and games events	02
8	Number of prizes won by students in international sports and games events	0
9	Number of prizes won by students in national level sports and games events	0

10	Number of prizes won by students in state level sports and games events	0
11	Number of prizes won by students in university level sports and games events	01
12	Number of sports and games events conducted by the institute for the students	09

### 38. Composition of students enrolled (FYBSc)

1	Percentage of Scheduled Caste	5.24
2	Percentage of Scheduled Tribe	1.12
3	Percentage of other backward communities	7.49
4	Percentage of women Students	100
5	Percentage of physically Challenged	-
6	Percentage of rural students	-
7	Percentage of urban students	100

### 39. Scholarships and Financial Support

1	Number of students availing financial support from the institution	06
2	Amount disbursed as financial support from the institution	Rs. 42,895/-
3	Number of students awarded scholarship from the institution	0
4	Number of students received notable national/international achievements/recognition	0

#### 40. Student initiatives

Student initiated the idea or conducted an activity on their own:

Number of community upliftment programs initiated by students	02
Number of literary programs initiated by students	01
Number of social action initiatives based on science / environment initiated by students	02
Number of student research initiatives	0

#### SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focused.

41. Whether perspective plan for overall developmental activities is created?

Yes

No

42. If the answer for Qn. 41 is Yes, is the plan implemented and monitored?

Yes

No

43. Whether benchmarking is created for institutional quality management efforts?

Yes

No

44. If the answer to Question 43 is Yes, please list the benchmarking in various areas of development in bullet format

- Developing standard formats for data collection from staff, departments and committees regarding various activities / meetings conducted and attended.
- Inward outward software
- Streamlining certain processes by standardized procedures for,
  - a. College leaving certificate
  - b. Examination transcript
  - c. Guest lecturer remuneration
  - d. Department activities - allocation of funds and statement of expenditure
- Planning for restructuring of syllabus with Choice based credit system (CBCS)
- Organizing workshops / talks to understand the implementation of CBCS

45. Is a Management Information System (MIS) in place?

Yes

No

46. If answer to question 45 is Yes, please provide details of MIS applied to

(enter the respective details corresponding to the serial numbers)

1. Administrative procedures including finance-

- Sir Vithaldas Thackersey College of Home Science is an autonomous and constituent college of SNDT Women's University, Juhu, Mumbai. As an Autonomous college, there are statutory bodies including Board of Management, Finance Board, Academic Council and Board of Studies. The agenda, duly approved minutes, resolutions and the action taken report is documented yearly for all the meetings.
- The annual budgets, revised estimated budgets and audited statements of aided and unaided programs is duly approved through Finance Board, Board of Management and Senate of the SNDT Women's University.
- Developing standardized formats for data collection from different stakeholders



- Computerised process of generating documents
- Use of finance softwares-Tally for all financial documentations
- Introduced salary software (Track-Jack)

#### 2. Student admission

- Student admissions are online and based on merit. SNTD Women's University portal (<http://sntd.digitaluniversity.ac/>) for admission is linked with college website [www.svt.edu.in](http://www.svt.edu.in).

#### 3. Student records

- Student records are maintained online as well as in printed form.

#### 4. Evaluation and examination procedures

- The College is an autonomous institution. It has an Examination Department of its own which conducts all the examinations. The College has guidelines for examination system which are in line with the S.N.D.T. Women's University norms. GPA is calculated for every student's performance after the final year examination.
- Central Assessment program for evaluation of answer sheets in place

#### 5. Research & Publication

IQAC Committee facilitates the documentation of research and publication of faculty.

#### 47. Existence of learning resource management

	YES	No
E-database in library	√	
ICT and smartclass room	√	
E-learning sources (eBooks, eJournals)	√	
Production of teaching Modules	√	
Interactive learning facilities	√	

#### 48. Internal resource mobilization : Kindly provide the amount contributed

Research	Rs. 267110/-
Consultancy and training	Rs. 1,03,500/-
Student contribution	--

Alumni contribution	--
Well-wishers	Donation for University Gold Medal for the faculty of Home Science- topper of all specializations. (Rs.3,00,000/-)

**49. Infrastructure and welfare spending: Please specify the amount**

Amount spent for Infrastructure development	Rs. 5,62,700/-
Amount spent for student welfare	Rs. 22,900/-
Amount spent for staff welfare	Rs. 47,000 /-

**50. Is delegation of authority practiced?**

Yes

No

**51. Does grievance redressal cell exist?**

	YES	NO
Faculty	√	
Students	√	
Staff	√	

**52. Grievances received from faculty and resolved (Enter a number; 0 for nil)**

Number of grievances received	0
Number of grievances resolved	0

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of grievances received	05
Number of grievances resolved	05

54. Number of grievances received from other staff members and resolved ( Enter a number; 0 for nil)

Number of grievances resolved	0
Number of grievances resolved	0

55. Has the institution conducted any SWOT analysis during the year

Yes

No

56. The SWOT analysis was done by internal or by external agency

Internal

External

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)

- Academic autonomy
- Robust infrastructure
- Strong leadership and committed staff

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

- Single faculty
- College in composite building of the University
- Limited vertical academic growth of students and faculty

**59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)**

1. Planning to initiate a post-graduate degree program in areas which are not offered by the University PG Departments.
2. Increased involvement of faculty in conducting research; e.g. Ph. D., major / minor research projects.

**60. Kindly provide two identified challenges / threats from SWOT analysis (in bullet format)**

1. Many specializations of Faculty of Home Science are being offered by other educational institutions as full-time specialized courses. This may affect student enrolment
2. Consistent need towards technological upgradation

**61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)**

1. Initiation of work on introducing B. Sc. (Honours) program in seven specializations under Faculty of Home Science from academic year 2015-16 with choice-based credit system.
2. Use of ICT in teaching-learning process is on the increase. A number of faculty are using interactive boards and other gadgets for the teaching.
3. Increased number of faculty engagement in research, consultancy, and collaborations with reputed organizations, NGOs, educational institutions.
4. A concerted effort to reach out to community at large and other stakeholders of the institution.

62. How do you perceive the role of NAAC in the quality development of your institution?

(Suggestions in bullet format to be given below)

NAAC reaccreditation (third cycle)

- The NAAC reaccreditation is an effective tool to introspect and set goals and march towards academic excellence and quality.
- Provides credibility to the institutional standards which in turn facilitates funding from Government and Non-government sources
- Enable College to achieve the coveted honor of 'College with Potential for Excellence' (2006-2012).

## 8. CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and reaccreditation. Any substantial changes / initiative in this direction is to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions' strengths and areas of improvement.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank you for your participation.