



**Shurparaka Educational & Medical Trust**  
**M.B Harris College of Arts,**  
**A.E. Kalsekar College of Commerce & Management**  
**Nawayat Nagar, Nallasopara West, 401203**



**Internal Quality Assurance Cell (IQAC)**

# **GENDER AUDIT REPORT**

**2017-18 To 2021-22**



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# Gender Audit: An Introduction

## A. Introduction of the Institution

### About the Institute

Shurparaka Educational & Medical Trust is well known for its academic excellence in Palghar district. It was created in 1984 by a band of like-minded, dedicated and sincere friends from Sopara village with a motto.

#### **“Service for all with selflessness and dedication”**

Under the stewardship and guidance of its founding President (late) Mr. Ridwan B. Harris and the architect of the Trust and its founding General Secretary and Managing Trustee, (late) Mr. Anwar Ahmed Munshi, the Trust made big strides in the field of education in a short span of time and soon started managing institutions from Nursery to Jr. College. From 80 students in 1985, the Trust boasts of around 3000 students now in different institution that it runs.

Now, under the dynamic leadership of its present President, Dr. Zahir I. Kazi, an eminent educationist and Hon. President of Anjuman-I-Islam, Mumbai, the Trust has brought into reality the dreams of its founding members by constructing a new, well equipped Educational Complex at Sopara. It's a matter of pride that it started a Degree College, a First in the town of Nallasopara, catering to the educational needs of students from all communities.

In order to provide continuity in the pursuit of higher education and the immense confidence reposed by the students and their parents in the Junior college, the degree section was established in 2004. The latest total strength of students is 849 at degree level including professional courses students, has already made a mark in the field of academics engraving good result in all the university examination

The Trust is soon going to launch new degree courses in B.Sc. IT, The College is affiliated to University of Mumbai, and accredited by the National Accreditation and Assessment Council (NAAC), Bangalore.

The College offers full-fledged three years Un-aided degree courses namely B.A., B.Com, addition to two years Un-aided Master's program in Commerce (M.Com. in Advance Accountancy).

The college also offers several self-financed professional courses, popular among which are Bachelor of Management Studies (B.M.S.), Bachelor of Commerce (Accounting & Finance) courses The College has expanded steadily over the last 18 years with student enrollment 1000 every year, and has become a favored destination for education seekers from all Indian States particularly the West .



The College is a recognized Centre of the NCPUL (National Council for promotion of Urdu Language) for Urdu and Persian and NIELIT for CABA – MDTP Course. The College prides itself by possessing a rare distinction of having a highly qualified, dedicated and enthusiastic staff. In addition to conventional teaching, more stress is laid on imbuing moral and ethical characters, career planning and guidance, sports and co-curricular activities such as DLLE, NSS and Sports.

#### **B. What is a gender audit?**

Gender Audit is an attempt to study whether the college has a good gender balance. It tries to see whether college follows government rules, policies and actions formulated for up-gradation of women in society. The Gender Audit tries to assess the impact of its current and proposed policies on gender equality.

Although there is no standard approach for carrying out a gender audit, international organizations use two main approaches: participatory in gender audit and the gender integration framework. A gender audit usually includes two dimensions as follows:

**1. An internal audit:** This dimension refers to how much an organization fosters gender equality internally within its organizational, managerial structure and internal work and whether these contribute to gender equality in the organization. An internal gender audit monitors and assesses the relative progress made in gender mainstreaming, contributes to capacity building and collective organizational ownership for gender equality initiatives, and sharpens organizational learning on gender.

**2. An external audit:** This dimension aims to assess to what extent, an organization mainstreams gender in its policies, programmes, projects and services in terms of content, delivery and evaluation. External gender audits evaluate to what extent gender integration fosters the inclusion of, and benefits to women and men involved in or affected by the organization's policies, programs, projects or services provided. When applied to policies, programmes, projects or services, a gender audit starts by exploring to what extent gender equality is mainstreamed in high-level policy objectives and priorities, and further assesses to what extent policy intentions are actually carried out in specific initiatives (e.g. programmes, projects, services). At the planning level, a gender audit analyses whether there are gender-specific objectives or if gender is mainstreamed in the general objectives of the policy in order to guarantee that they contribute to close gender gaps, ensure that women and men benefit equally or in accordance with their gender needs and that inequalities are not perpetuated. Similarly, a gender audit goes on to analyze how gender is mainstreamed into the implementation phase of the policy, programme or project. Finally, a gender audit of the monitoring and evaluation phase investigates whether targets and indicators include a gender perspective both in terms of sex-disaggregated data and progress towards gender equality.



## **Constitution of Gender Audit Committee:**

<b>Sr. No</b>	<b>Name</b>	<b>Designation</b>	<b>Institution</b>
<b>1.</b>	<b>Dr. Mohammad Khalil Ahmad</b>	<b>Chairman</b>	<b>Principal, SEMT's M.B. Harris College of Arts &amp; A.E. Kalsekar College of Commerce &amp; Management, Nallasopara (W)</b>
<b>2.</b>	<b>Mr. Irshad Wajid Shaikh</b>	<b>Vice-Chairman</b>	<b>IQAC Coordinator , SEMT's M.B. Harris College of Arts &amp; A.E. Kalsekar College of Commerce &amp; Management, Nallasopara (W)</b>
<b>3</b>	<b>Dr. Jayshree Mehta</b>	<b>External Committee Member</b>	<b>Associate Professor Shri M.D. Shah Mahila College Malad, Mumbai</b>
<b>4</b>	<b>Dr. Anjum Ara Ahmad</b>	<b>External Committee Member</b>	<b>Associate Professor Rizvi College Bandra, Mumbai</b>

The Gender Audit undertaken by the IQAC, SEMT's M.B. Harris College of Arts & A.E. Kalsekar College of Commerce & Management, Nallasopara (W) along with external and internal Committee Members. External Committee Member, Vice Chairman and Chairman intended to scrutinize the gender balance within the institution and its practices and focused on the following objectives:

### **D. Objectives of the Gender Audit exercise:**

- The institute shall take effective measures for the safety and security of all genders.
- There must be an accessible, active, unbiased and confidential Grievance Redressal Cell
- There shall not be any kind of discrimination on the basis of gender.
- To develop and enhance the self-confidence and self-esteem of girl students, women faculty and staff in the college.
- Overall personality development programs shall be organized, which will develop confidence in the members of the institution.
- To protect girl students from eve teasing and for the same posters to be exhibited at focal places in and around the college.



- A certified consultant to be invited to take care of personal development and confidence building among students.
- Organizing programs to build confidence and instill leadership qualities in the girl students.
- To join hands with IQAC, Anti-ragging Committee, and Discipline Committee and Internal Complaint Committee for creation of gender sensitization.
- To create social awareness about the problems of women and gender discrimination in particular.
- The Audit would enable the organization to identify the impact of gender relations on their agency's culture, processes, programs and organizational performance and vice versa.

The following are the main objectives of the Gender Audit:

- a) To know about the gender balance in the college.
- b) To know about gender perception in the campus.
- c) To reflect and etch out a road map for gender action.

#### **D. Gender Audit Methods:**

The gender audit was conducted within the broad framework called the Gender Integration Framework (GIF), which proposes that transformation can only follow when four organizational dimensions are equipped for gender integration. These four elements are political will, technical capacity, accountability and organizational culture.

**The Political Will:** Means the initiatives in which the leadership within the college at different levels use their branches of the tree and are also required in equal measure to successfully integrate gender, position of power to communicate and demonstrate their support, leadership, enthusiasm for and commitment to working toward gender equality in the college.

**Technical Capacity:** Level of ability, qualifications and skills individuals in an organization need to carry out the practical aspects of gender integration for enhanced program quality, and level of institutionalization of gender equitable organizational processes.

**Accountability:** Mechanisms by which a college determines the extent to which it is "walking the talk" in terms of integrating gender equality in its programs and organizational structures.

**Organizational Culture:** Norms, customs, beliefs and codes of behavior in an organization that support gender equality - how people relate, what are seen as acceptable ideas, how people are expected to behave and what behaviors are rewarded.

#### **1. Gender Wise Distribution of Staff**

Gender sensitivity refers to an attempt to encounter and accept people without presumptions. Gender sensitive approach aims at opening, reconstructing and broadening expectations and behavioral models related to gender. Gender sensitive structures respond equally to men and women's specific interests without any presumption based on outdated views.

The institution was established in the year 2004 when the issue of gender was not much of a concern especially in a remote region like ours. When gender became a major parameter for



institutional governance, the institutional leaders stepped forward taking steps to ensure gender equality.

An audit of gender sensitive features in the Institution yielded the following notable points:

- Basic sanitation facility in the form of separate toilets for the students and staff is provided in the common area. Separate toilets for male and female faculty are available.
- There is a Ladies Common Room provided on the 2nd Floor & 4<sup>th</sup> Floor of the main building.
- There are CCTV monitoring devices installed at different locations within the campus especially within the Library and major gates.
- There is a Women Development Cell that conducts Gender Sensitization programmes regularly for the students.

#### **A. Gender Balance within the Institution:**

Gender balance means the existence of a fair ratio of male and female representation within the institution in terms of number of students in the various programmes as well as within the staff structure. The rationale is that traditionally women have lesser access to resources and opportunities due to the social structures which act as inhibitors to access. This results in lesser capability among women which in turn produces a snowball effect on their empowerment and access to development initiatives. Gender Audit Team reviewed and analyzed the operating environment of **SEMT's M.B. Harris College of Arts & A.E. Kalsekar College of Commerce & Management, Nallasopara (W)** From the analysis, the team understood that the college is operating in an environment where everyone has access to a full range of opportunities to achieve the social, psychological and physical benefits that come from participating and leading in sports and physical activity. Gender equity requires that girls and women be provided with a full range of activity and program choices that meet their needs, interests and experiences. Therefore, some activities may be the same as those offered to boys and men, some may be altered, and some may be altogether different. The college always concentrates on students' academic performance along with their overall personality development. Observing gender equality, the girls are provided with various facilities. The NSS unit for boys and girls is meticulously developing their character and qualities like comradeship, discipline, leadership, secular outlook and spirit of adventure. This unit focuses on outstanding achievements of the girls. The lectures of eminent personalities are held on various topics to develop their personality. Workshops are held on Women Week Celebration, Seminar on Domestic Violence, etc. many such programs were

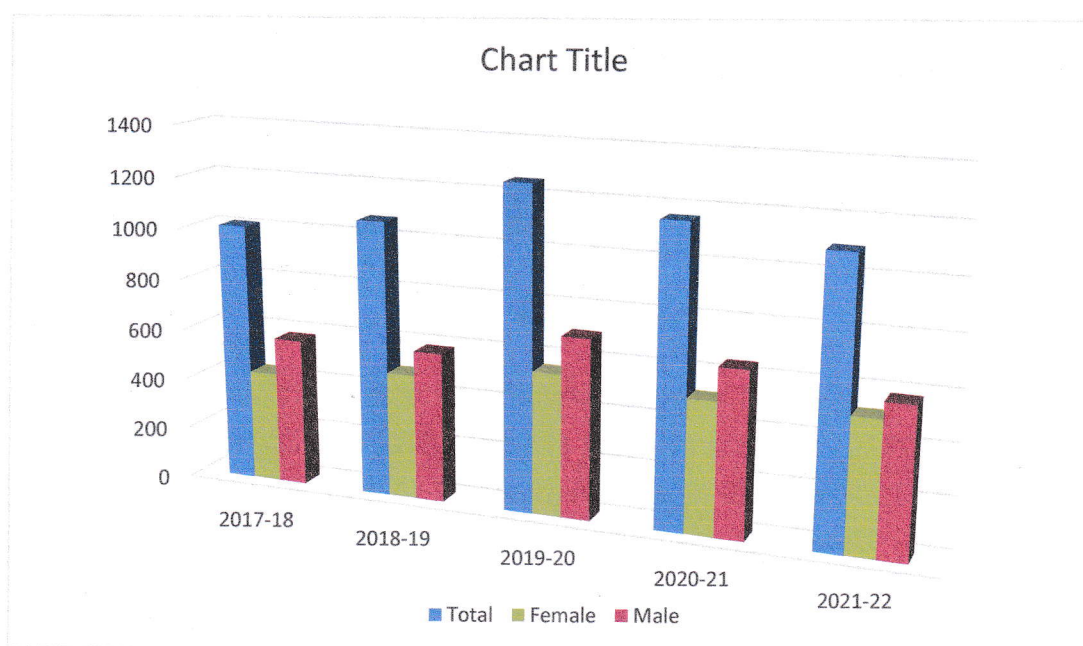
organized in the last 5 years to make the girls aware of their rights and responsibilities. Girls are made aware of laws and by-laws by organizing lectures of eminent judges, lawyers, social workers etc. Anti-ragging Committee and Internal Complaints Committee have been formed in the college. Our girl students have achieved grand success in the field of Cultural Activities and Sports. Their participation in Youth Festival and various competitions has brought laurels and fame to them as well as the College. In the public societal action, the College



provides classes for parents on parenting issues and also women and Laws. The analysis of the responses of students with regard to programme planning and design in college and its activities revealed that most student members feel that the gender equity in policies, programmes of the college is adequate.

**Table 2.1: Gender wise Details of Students in the College**

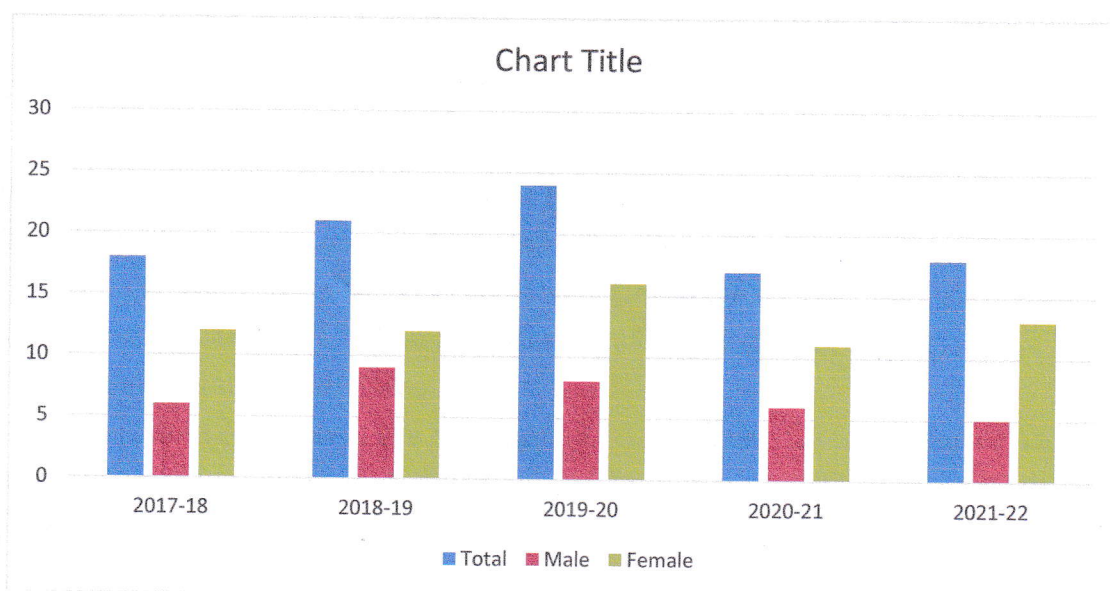
Sr.No.	Year	Total	Male	Female	% M	% F
1	2017-18	1008	576	432	57	43
2	2018-19	1070	583	487	54	46
3	2019-20	1254	700	554	56	44
4	2020-21	1160	644	516	56	44
5	2021-22	1096	580	516	53	47



The above table giving gender wise details of students in the College provides the information regarding growth of students' strength in the last five years. In the year 2017-18, out of 1008 total students 43.00 % were female students as compared to 57.00% male students. The further years shows continuous increase in female students like of 47 % in the year 2021-22.

**Table 2.2: Gender wise Details of Total Teaching Faculties in the College**

Sr.No	Year	Total	Male	Female	%M	%F
1	2017-18	18	6	12	33.33	66.67
2	2018-19	21	9	12	42.86	57.14
3	2019-20	24	8	16	33.33	66.67
4	2020-21	17	6	11	35.29	64.71
5	2021-22	18	05	13	27.78	72.22

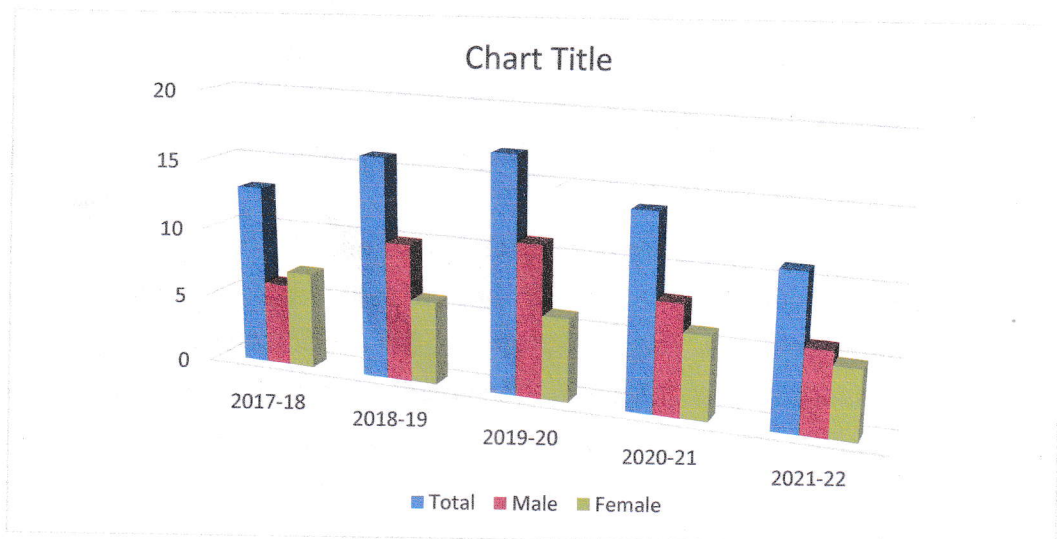


The table on gender wise details of total teaching faculty in the College provides the information and growth of teaching faculty in the last five years. In the year 2017-18, out of 18 staff 6(33.33%) were males and 12 (66.67%) were females. In the year 2021-22, out of 18 total teaching staff 05(27.78%) were males and 13 (72.22%) were females.

**Table 2.3: Gender wise Details of Total Non-Teaching Staff in the College**

Sr.No.	Year	Total	Male	Female	%M	%F
1	2017-18	13	6	7	46.15	53.85
2	2018-19	16	10	6	62.50	37.50
3	2019-20	17	11	6	64.71	35.29
4	2020-21	13	8	5	57.14	42.86
5	2021-22	11	6	5	54.55	45.45





The table on Gender wise Details of Total Non-Teaching staff in the College provides the information and growth of non-teaching staff in last five years. In the year 2017-18, out of 13 staff 6 (46.15%) were males and 7(53.85%) were females. In the year 2021-22, out of 11 total non-teaching staff 6 (54.55%) were males and 05 (45.45%) were females.

### 1. Gender Sensitization Initiatives

By forming various committees like Anti-ragging, Internal Complaints, and Sexual Harassment Prevention; at the same time providing adequate facilities to girls, gender equality is kept upright in the college.

The following initiatives have been undertaken by the College for the convenience of girl students:

A.E Kalsekar College of Commerce & Management is always full of students. To avoid rush and other mishaps, separate provisions have been made at various places for girls.

1. **Separate Entrance:** The separate entrance avoids chaotic situations. It is one of the safety measures for girls.
2. **Study Room:** Independent study room in the library provides girl students undistracted study time.
3. **Ladies Common Room:** There is adequate space in the Ladies Common Room and silence is maintained for girls to study. Wash room provision has also been made for girls in the Ladies Room.
4. **Girls Washroom:** Girls' washrooms are situated at two different places in the college with ample water supply and proper maintenance.
5. **Drinking Water:** Water coolers and water purifiers have been provided for boys and girls in the College campus.

6. **Canteen:** There is a separate section in the canteen for girls so that they can comfortably consume their own food or canteen food.

The college has established a number of committees to aid girl students and ladies staff. These committees include:

1. **Anti-Ragging Committee:** As the college forms a constituent part of the University of Mumbai, some of its responsibilities are shared and covered by joint arrangements. The college publishes its regulations in the prospectus. Ragging is a criminal offence and UGC has notified regulations on curbing the menace of ragging in educational institutions. In order to prohibit, prevent and eliminate the scourge of ragging the College has formed an Anti-Ragging Committee. The students in distress owing to ragging related incidents can approach the Committee. The Committee has 2 females, and one Vice Chairperson. the Principal of the College is the Chairperson of the Anti-Ragging Committee.
2. **Discipline Committee:** As the college forms a constituent part of the University of Mumbai, some of its responsibilities are shared and covered by joint arrangements. The college publishes its regulations in the prospectus. The college has formed a Discipline Committee. The students in distress owing to Discipline related incidents can assess the committee. The committee has 3 females, 1 males and one Vice Chairperson. The Principal of the College is the Chairperson of the Discipline Committee.
3. **Women's Forum:** Women Empowerment and Gender Equality are the most important requirements for the upliftment and progress of our nation. In the effort to make A.E Kalsekar College of Commerce & Management, a strong kernel of gender sensitization, the Women's Development Committee was constituted in the year 2016-17. The forum has both the faculty and nonteaching of the College as its members and works with an aim to create a gender sensitized community within campus as well as in the society. It has been organizing various skill enhancement, academic, technical, medical, cultural and social events for the upliftment of women and promotion of the importance of gender equality in society through the College students.
4. **NSS for Girls:** Our institute has NSS to sensitize students towards societal issues and community services, activities of which are mainly carried out by the students. The NSS unit for girls provides a suitable environment for taking up a career in the social services. The girls are trained and motivated for all kinds of social work in the field. They are motivated to serve the society.
5. **Administrative Committees and Girl Students Representative:** Becoming a student representative enables the student to develop and strengthen leadership skills, connect with various internal and external issues and problems, assist fellow students, share experiences and participate in college events for the administrative development.



6. **Internal Complaint Committee:** The College has constituted an Internal Complaint Committee (ICC) as per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act and Rule 2013. Having raised the bar of responsibility and accountability in the Vishaka Guidelines, the Supreme Court placed an obligation on workplaces, institutions and those in positions of responsibility, to uphold working women's fundamental right to equality and dignity at the workplace. Three key obligations were imposed on institutions to meet that standard, namely-Prohibition, Prevention and Redress. In 2013, the Government of India notified the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act. Consistent with the Vishaka judgment, the Act aspires to ensure women's right to work place equality, protection from sexual harassment through compliance with the above mentioned three elements. It is important to note that the Act provides a civil remedy to women in addition to other laws that are currently in force. Consequently, any woman who wishes to report instances of sexual harassment at the workplace has the right to take recourse of both civil and criminal proceedings.

**Constitution of Internal Complaint Committee: For the years 2017-18 ,2018-19, 2019-20**

ICC Designation	Name	Post	Phone No
Adviser	Dr. Mohammad Khalil Ahmad	Principal	9987202200
Convenor	Mr. Shaikh Irshad Wajid	IQAC Coordinator	7387255652
Presiding Officer	Mrs.Mona Dedhia	Asst.Professor	8080111091
Faculty Member 1	Mrs. Shahida Shaikh	Asst. Professor	9082427381
Faculty Member-2	Ms. Sana Patel	Asst. Professor	8446829735
Non-teaching	Mrs. Namrata Gurjar	Senior Clerk	9273413570
Non-teaching	Ms. Naseem Shaikh	Jr. Clerk	8983499894
Student UG	Ms.Kazi Arshi	Student B.Com	8329399376
Student PG	Ms. Ritmore Fatima	Student M.Com	8793236616
N.G.O	Mrs. Soufin Moin Chinde	Member, SEED Trust, Sopara	8237205965

Since its establishment, no complaints have been reported to the Committee by any of staff members or students

**Year-wise Activity 2017-18**

SR.No	Date	Name of Event	Female	Male	Nos of Participant
1.	26/08/2017	Guest Lecture on Gender Sensitization			
2.	08/09/2017	Poster making on women empowerment			
3.	8/10/2017	Women empowerment seminar			
4.	20/01/2018	Poster on Save Girl Child			
5.	08/03/2018	Self Defense Workshop			

**Year-wise Activity 2018-19**

SR.No	Date	Name of Event	Female	Male	Nos of Participant
1.	18/08/2018	Seminar on Anti Ragging	70	0	70
2.	10/09/2018	Slogan lekhan activity on women's status (Beti bachao)	20	0	20
3.	21/09/2018	Poster making Competition on Women Empowerment	10	0	10
4.	06/10/2018	PowerPoint Presentation on Women Empowerment	12	0	12
5.	10/10/2018	Debate Competition on Violence against Women	34	0	34
6.	13/10/2018	Guest Lecture on Self Defense from World Shotokan Federation of India	136	0	136
7.	08/03/2019	World Women's Day Celebration in collaboration with WDC Committee	70	0	70

**Year-wise Activity 2019-20**

SR.No	Date	Name of Event	Female	Male	Nos of Participant
1.	31/8/19	Poster making Competition (Women Empowerment)	38	0	38
2.	5/10/19	PowerPoint Presentation (Women Empowerment)	67	0	67
3.	21/9/19	Debate Competition	25	0	25
4.	8/2/20	Guest Lecture on Self Defense from World Shotokan Federation of India	117	0	117
5.	27/7/19	Orientation Programme	98	0	98
6.	10/8/19	Seminar on Anti-Ragging	40	0	40
7.	1/3/2020	Women Week celebration	50	0	50
8.	10/12/19	Celebration of Human Right Days	35	0	35
9.	9/3/20	Celebration of International Women Day	57	0	57
10.	25/1/20	Blood Donation Camp with NSS	55	0	55



### Year-wise Activity 2020-21

SR.No	Date	Name of Event	Female	Male	Nos of Participant
1.	05/10/20	Orientation Programme	94	0	94
2.	10/10/20	Introduction of WDC	60	0	60
3.	28/11/20	Domestic Violence	70	0	70
4.	07/12/20	Cyber Crime	78	0	78
5.	07/10/20	Anti-Ragging	88	0	88

### Year-wise Activity 2021-22

SR.No	Activity	Female	Male	Nos of Participant
1.	Women Week Celebration			
2.	Seminar on Domestic Violence			
3.	Sensitization of Students regarding Sexual harassment			
4.	Save Girl Child Program			
5.	Women Empowerment Program			
6.	Intercollegiate Selfie Competition on Girl Child Day			
7.	Student mental health program			

A number of activities were organized to empower women at **SEMT's M.B. Harris College of Arts & A.E. Kalsekar College of Commerce & Management, Nallasopara (W)** College, these include engaging, sensitizing and making all female staff and female students of the institution aware of gender equality. Upholding the motto 'Empowered and Skillful', the College organizes seminars, conferences, guest lectures, workshops and awareness programmes on various women related issues to equip them with wide range of skills and knowledge for the betterment of self, institution and society. The College also focuses on empowering and strengthening the confidence of girl students to be the future women leaders, technocrats, entrepreneurs and scientists. Regular sessions are organized at various levels to instill self-confidence, develop ethical values and make the girl students realize their true potential.

#### 1. Summary and Conclusion

##### A. Progress towards Gender Equity

"Gender equality, equality between men and women...does not mean that women and men have to become the same, but that their rights, responsibilities and opportunities will not depend on whether they were born male or female. Gender equity means fairness of treatment for men and women according to their respective needs. This may include equal treatment or treatment that is different but which is considered equivalent in terms of rights, benefits, obligations, and opportunities." -United Nations Educational, Scientific and Cultural Organization (UNESDOC)

The college constantly endeavors to work for the benefit of female staff and female students. The institution recognizes that women and men have different needs and power and that these

differences should be identified and addressed in a manner that rectifies the imbalances between the sexes. This may include equal treatment, or treatment that is different but considered equivalent in terms of rights, benefits, obligations and opportunities. The college not only tries to organize different activities to make the female students and staff aware about gender sensitization but tries to motivate them to live in a dignified manner and due self-respect.

We find that student's strength particularly girls' strength is increasing in both UG and PG programmes. We can see the differences in their enrolment also. More girls are enrolling for higher studies. Their strength is on the higher side. Further it has been observed that the success rate among girl students is more as compared to boys. They are taking interest in participating in all co-curricular and extra-curricular activities including cultural programmes organized by the institution. Their participation in sports is also commendable. In our institute we found that among regular teaching staff the strength of females is higher than that of males.

### **B. Conclusion:**

The analysis shows that gender equity goals and objectives are included in all the policies, programmes of the college. The staff also reported that they have no problems related to gender criterion. Gender Audit Team analyzed that gender equality and gender sensitivity is encouraged by management and staff of the college and they do have gender sensitive behavior. It is found that the college has a lot of strengths and opportunities to develop good gender balance. The weaknesses can be overcome with gradual changes in value set up. Doubtless, the enrolment of girls from all sections of society is increasing and there are no gender issue complaints. With the strong will power and commitment to gender justice, the College would certainly make a mark in the country.

### **C. Recommendations:**

In the coming years, we aim to –

- Increase the number of female staff to decision making bodies.
- Organize more co-curricular and extra-curricular activities for students and staff including males and females.
- Motivate girl students to actively participate in sports of their own choice.
- Organize awareness programs on Legal Rights of Women.
- Introduce self-employment training in different subjects.
- Improve the marketability of the products made by students.



*Mona*

Mrs. Mona Dedhia  
Asst. Professor, WDC In charge  
Internal Member  
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*Rohita*

Mrs. Rohita Raut  
Asst. Professor, HOD, Hindi  
Internal Member  
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Management, Nallasopara (W)

*Jayshree*

Dr. Jayshree Mehta  
Associate Professor,  
HOD, Commerce  
External Member  
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Shri M D Shah Mahila College of  
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SNDDT Women's University Malad

*Anjum*

Dr. Anjum Ara Ahmad  
Professor in the Dept. of  
Maths & Stats  
External Member  
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*Irshad*

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