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

> S.K. Somaiya College of Arts, Science and Commerce

1.2 Address Line 1

> Vidyavihar

Address Line 2

> --

City/Town

> Mumbai

State

> Maharashtra

Pin Code

> 400077

Institution e-mail address

> info.sksac@somaiya.edu,
> principal.sksac@somaiya.edu

Contact Nos.

> 022-67169614(Office), 022-6716 9601(Principal)

Name of the Head of the Institution:

> Prin. Dr. Sangeeta Kohli

Tel. No. with STD Code:

> 022 – 6716 9601

Mobile:

> 09892379918

Name of the IQAC Co-ordinator: Dr. Manali M. Londhe

Mobile: 09867366933

IQAC e-mail address: iqac.sksasc@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   RAR-13058

1.4 **NAAC Executive Committee No. & Date:**   EC/61/RAR/21
(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)

1.5 Website address: www.somaiya.edu/sksasc

Web-link of the AQAR: https://www.somaiya.edu/media/pdf/AQAR%20-%202013-2014.pdf

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	1st Cycle	B++		2004	2004 – 2009
2	2nd Cycle	A	3.15	2012	2012 – 2017
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :DD/MM/YYYY   02/01/2005

1.8 AQAR for the year   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 2010-11submitted to NAAC on 12-10-2011*)

   i. AQAR - 2012-2013 (04/06/2016)
  ii. AQAR_____ (DD/MM/YYYY)
 iii. AQAR_____ (DD/MM/YYYY)
 iv. AQAR_____ (DD/MM/YYYY)

1.10 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   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 [ ]

1.11 Type of Faculty/Programme

     Arts [✓] Science [✓] Commerce [✓] Law [ ] PEI (Phys Edu) [ ]

   TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [ ]

   Others (Specify) | ---- |

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

1.13 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   --

UGC-Special Assistance Programme   --   DST-FIST   --

UGC-Innovative PG programmes   --   Any other (*Specify*)   UGC 2f & 12B

UGC-COP Programmes   --

2. IQAC Composition and Activities

2.1 No. of Teachers   08

2.2 No. of Administrative/Technical staff   03

2.3 No. of students   02

2.4 No. of Management representatives   02

2.5 No. of Alumni   02

2. 6 No. of any other stakeholder and
     community representatives   01

2.7 No. of Employers/ Industrialists   02

2.8 No. of other External Experts   01

2.9 Total No. of members   21

2.10 No. of IQAC meetings held   **06**

2.11 No. of meetings with various stakeholders: No. [   ]   Faculty [02]

Non-Teaching Staff [--]   Students [02]   Alumni [01]   Others [--]

2.12 Has IQAC received any funding from UGC during the year?   Yes [✓]   No [   ]

If yes, mention the amount [3 Lakhs]

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [0]   International [0]   National [0]   State [0]   Institution Level [0]

(ii) Themes [   ]

2.14 Significant Activities and contributions made by IQAC

Organised sessions for teachers and students group on self discipline, motivation, time management

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. Improve student learing outcomes of BA students	Improvement in results
2. Enhance value orientation of students	
3. Better discipline amongst students	

* *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

1. Detailed plans taken from teachres to identify problems faced by students and outline specific by students and outline specific plan of action to improve the understanding and retention of subject knowledg by students.

2. To tackle the problem of indiscipline and low focus by students teachers were oriented by specialists to conduct sessions for students on self control, motivation, time management.

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	02	-	-	-
PG	06	-	06	-
UG	09	-	07	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	08	-	-	-
Others	-	-	-	-
Total	25	-	13	-

| Interdisciplinary | - | - | - | - |
| Innovative | - | - | - | - |

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

Pattern	Number of programmes
Semester	15
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

After analysis of the feedback there as one to one discussion with Principal and the report on improvements is submitted for implementation by the faculty and Head of the Department.

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

   Yes, as per University directive

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

   Yes. Ph.D centre in Commerce

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
39	37	--	01*(Principal)*	01*(Librarian)*

2.2 No. of permanent faculty with Ph.D.   09

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
07	-	-	-	-	-	-	-	07	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest 00	Visiting 44	Temporary 16

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	00	02	02
Presented papers	09	04	01
Resource Persons	--	--	--

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

- Introduced remedial courses for weak students.

- Bridge courses for students from different streams.

- Introduced industry tie up course with TCS for Campus to Corporate and Finance and Accounting Certificate courses.

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)

Photocopy, Question Bank for paper setting

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

07		

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of Students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
TYBA	46	--	22	46	6.5	73.91
TYBCom	691	--	11	73	6.2	89.73
TYBMS	197	--	31	64	--	94.92

TYBMM	122	--	5.7	86	7.4	99.18
TYBCom(A&F)	128	5.5	81	12	--	98.44
TYBCom(B&I)	56	--	45	55	--	100
TYBCom(FM)	53	--	38	53	1.9	92.45
TYBSc(CS)	42	--	19	62	--	80.95
TYBSc(IT)	55	--	35	62	1.8	98.18
MA(Eco)-Part-II	41	2.4	22	59	12	95.12
MACJ)-Part-II	17	--	29	71	--	100
MCom(A/c)-Part-II	48	2.1	63	25	--	89.58
MCom(B&F)-Part-II	63	3.2	41	48	4.8	96.83
MSc(CS)-Part-II	17	--	12	59	18	88.24
MSc(IT)-Part-II	28	--	11	68	--	78.57

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

The IQAC implemented the following measures to monitor/evaluate the teaching learning process:

- Through online feedback system(for students)
- Students Grievance Redressal System
- Collecting suggestions from students and arranging to implement them.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	06
UGC – Faculty Improvement Programme	01
HRD programmes	--
Orientation programmes	02
Faculty exchange programme	--
Staff training conducted by the university	04
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	14
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	43	04	--	03
Technical Staff	--	--	--	--

Criterion – III

3. Research, Consultancy and Extension

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

Lecturer by expert to orient on research proposal and research paper writing

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	03	--
Outlay in Rs. Lakhs	--	--	9.75 Lakhs	--

3.4   Details on research publications

	International	National	Others
Peer Review Journals	04	01	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	05	02	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	02	UGC, ICSSR	9.75 Lakh	
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects *(other than compulsory by the University)*	--	--	--	--
Any other(Specify)	--	--	--	--
Total	02		9.75 lakh	

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 | -- |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	--	--	--	09
Sponsoring agencies	--	--	--	--	Institution

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

3.13 No. of collaborations   International | -- | National | -- | Any other | -- |

3.14 No. of linkages created during this year | -- |

3.15 Total budget for research for current year in lakhs :

From Funding agency | 9.75 lakhs | From Management of University/College | -- |

Total | 9.75 lakhs |

3.16 No. of patents received this year

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

Total	International	National	State	University	Dist	College
--	--	--	--	--	--	--

3.18 No. of faculty from the Institution
    who are Ph. D. Guides

    01

    and students registered under them

    --

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   20   State level   --

    National level   --   International level   --

3.22 No. of students participated in NCC events:

    University level   --   State level   10

    National level   12   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:

    University level   02   State level   01

    National level   --   International level   --

3.25 No. of Extension activities organized

University forum ‖ -- ‖   College forum ‖ 28 ‖

NCC ‖ -- ‖   NSS ‖ 16 ‖   Any other ‖ -- ‖

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

- **NSS Activities – 2013-2014**

8 JULY, 2013   - NSS ORIENTATION
The NSS year,2013 was started with NSS orientation on 8th JULY with all the NSS volunteers. The venue for the orientation was SK. SOMAIYA. COLLEGE OF ARTS, SCIENCE AND COMMERCE. There was a start by lighting the lamp and introducing with NSS to the new volunteers. And there was a discussion about all the activities to be held in the year 2013-14.

18 JULY, 2013   -OLD AGE HOME VISIT -
The NSS Activity was conducted at MATOSHREE VRUDHA ASHRAM in the morning .This old age home is in KHADVALI. The reaching time over there was 7 am . There were 179 NSS volunteers present for the activity . There at vrudhashram we interacted with the people living at old age home, we interacted about their life and their livings at old age home. We also planted some trees there. We returned from vrudhashram at 7pm in evening.

22 - 23 JULY, 2013 -RED RIBBION CLUB CAMP
There was a RRC camp in Gurukul college on 22 and 23 July . There were 5 nss volunteers in the camp from the college. In the camp, the volunteers were guided with all the information regarding the topic, HIV AIDS. They were been selected as member of RRC group and were guided about the activities conducted by RRC group throughout the year.

23 JULY, 2013   -GENDER SENSATHIZATION
There was a lecture on gender sensathization by Dr. Swati Gadgil on 23 July 2013. The lecture was about guidance and information about gender sensithization. There were about 100 NSS volunteers attending the sections along with other members of the college. The Madam guided about the topic in brief

16 AUGUST 2013 - 20 AUGUST 2013   -LEADERSHIP TRAINNING PROGRAMME
The leadership trainning programme was conducted at karjat, DON BOSCO COLLEGE. This was conducted by the university of mumbai. For this camp, 2 of the volunteer were been selected from the college. In the camp the volunteers were in trained to be leaders of NSS department of the college. The volunteers were taught to handle the NSS Unit of the college.

3 SEPTEMBER 2013   -MERA VOTE MERA HAQ CAMPAIGN
The campaign was held in SANDESH COLLEGE, VIKROLI ON 3 September. In this campaign there was the participation of 10 volunteers from the college. In this campaign the volunteers were given the information about the voting scheme and the voting forms on line. In this camp the importance of voting was been explained in detail.

4 SEPTEMBER 2013   -BLOOD DONATION CAMP

The blood donation camp was conducted with Rajawadi hospital on 4 September, 2013. In this camp we got the contribution about 100 bottles.. Also the doctors guide about the advantages of blood donation.

4 SEPTEMBER 2013   -THALAESEMIA TEST

Thaleasemia test was conducted on 4th September 2013. This test was conducted for third year students of the college. The students were also guided with the advantages of thaleasemia test.

19 SEPTEMBER, 2013   -CLEANLINESS DRIVE

This activity was held on 19th Sept., 2013. The activity was for beach cleanliness. The no. of NSS volunteers went for this activity was 40. The activity was conducted by the NGO, The United live. They hand gloves & masks for health safety and was given a part of the beach to be clean.

24 SEPTEMBER, 2013   -MALARIA AWARENESS LECTURE

On 24 September, there was a lecture conducted by BMC officer. The venue for the lecture was SK. SOMAIYA. COLLEGE OF ARTS, SCIENCE AND COMMERCE. The lecture was conducted for awareness about Malaria. It was a detail explanation about malaria awareness.

2 OCTOBER, 2013   -BHAJAN SANDHYA

It is the NSS activity on Gandhi Jayanti, 2nd October at Gateway of India in Mumbai. Bhajan Sandhya was organized by the university. The program was from 4 pm to 6 pm. 40 NSS volunteers from the college visited this. It was a event explaining the disadvantages and causes of drinking through songs.

1Oth OTOBER, 2013   -ADDICTION RALLY

The addiction rally was held on 1 October, at CST. In this rally there was a participation of 25 volunteers. This rally was conducted for stopping of consumption of addicted things [smoking, drinking, drugs]. There was a huge rally creating awareness for people explaining them the causes of consumption of addicted things and creating awareness.

23 OCTOBER, 2013   -RATION DISTRIBUTION

Ration distribution was conducted by Rajawadi hospital in Ghatkopar. In this activity we helped the Rajawadi hospital in distribution of ration to blind peoples and widows. It was from morning 8 am to 6pm. There were also few marriages of blind peoples.

16   to   23 DECEMBER 2013 -NSS RESIDENTIAL CAMP

A residential camp was held from 16th to 22nd of December at DHUNDAL WADI, DAHANU. Around 85 NSS volunteers attended the camp. We went there by bus. On 1st day a team of volunteers went for survey of Dhundalwadi village. On 2nd day the team gave a presentation on what problems the villagers are facing. On 3rd day we had street plays on many social causes been performed in different places of the village. On 4rd day a team went to Dhundalwadi to built a compost pit and a team went to schools of Nareshwadi n Dhundalwadi to help them in their cultural n sports activities. On 5th day a team again went to Dhundalwadi to complete the work of digging the pit. On 6th day we went to rubber factory for an industrial visit. There were also lectures conducted by experts about awareness and knowledge.

13 - 18 JANUARY 2014   -SULBHA ACTIVITY

The activity was conducted for 5 days. Dated from 13/01/2014 to 18/01/2014. 20 NSS Volunteers went to Sulbha special schools to conduct this activity . This activity was Spending some time with all the children's to play with them and teach them various things also to learn something from them such as stitching, embroidery, incence packing, Keychain, packing of haldi-kumkum, Making envelop for Medicine, etc.

CONSUMER GUIDANCE LECTURE
16 JANUARY, 2013

Consumer guidance lecture was conducted by DR. M S Kamath. The venue for the lecture was S K SOMAIYA COLLEGE OF ARTS, SCIENCE AND COMMERCE in seminar hall. It was all about guidance by the lecturer about the rights and duties of consumers. It was from 7 am to 11 am on 16 January

Social Initiatives :

- **29th Oct-31st Oct, 2013:   Health based research project work with residents of the slum areas of Pratiksha Nagar (Sion) in collaboration with K.J Somaiya Medical College for SYBA students**

    SYBA Students have worked together with the staff of the K.J Somaiya medical college, on analyzing sustainable development related to health and education among the residents of the slum areas.

    Twenty SYBA students were trained by the Dept. of Community Medicine, K.J Somaiya Medical College to screen and educate people in non communicable diseases mainly diabetes mellitus and hypertension. They screened and educated 141 people in Pratiksha Nagar slums.

- **Ongoing since 2012 :   Attitudes of women towards Gender Violence**

    SYBA Students have worked on conducting surveys within the slum areas of central suburbs and western suburbs as a part of a project focusing on 'Gender Violence' together with 'Population First'.

    Students have worked with issues of 'gender disparity' within the urban regions in Mumbai as project work. The first phase of the project has been completed whereby a survey was conducted covering 300 households of the slum areas of central and western suburbs. The survey focused on the 'Attitudes of Women towards Gender Violence'

    Students of Sociology have conducted the survey, analyzed the data and prepared reports to that effect.

- **Nov 2013 : Rural Study Project for FYBA Students**

    FYBA Project work comprised research work and awareness studies on the nomadic tribes of Gujarat, their problems related to issues of sustainability, survival and a study of movements and organizations (govt. and non govt.) in assisting their needs.

This project was conducted in association with VSSM (Vicharta Samuday Samarthan Manch) in carrying out a research study on the issues and problems of the nomadic & denotified tribes of Gujarat. In pursuit of this effort, 27 students from the Dept of Sociology have visited four different sites namely Kutch, Rajkot, Deesa, and Deodhar where VSSM has been working. The first phase of the project was undertaken during the month of November 2013. The students conducted a survey of the tribes as to how these communities avail of their fundamental rights which they have been deprived of since years.

Rural Study Project for TYBA Students :   Research with 'K.J Somaiya English medium School 'at Karnataka

Students have carried out a research with 'K.J Somaiya English medium School 'at Karnataka, to study the reasons for low rate of female enrollment in the schools of Sameerwadi. The students of Sociology carried out the survey successfully and presented their analysis at the annual day celebrations.

- **Ongoing since 2012 Urban Study Project for FYBA Students**

    Students have worked with issues of 'gender disparity' within the urban regions in Mumbai as project work. The first phase of the project has been completed whereby a survey was conducted covering 300 households of the slum areas of central and western suburbs. The survey focused on the 'Attitudes of Women towards Gender Violence'

    Students of Sociology have conducted the survey, analyzed the data and prepared reports to that effect.

- **10th-13th Feb 2014 : Celebrating Kindness :**

    A collaborative effort of the FYBA, SYBA and TYBA classes in showcasing all the research work that they have conducted during the second half of the academic year. All activities of 'Social Outreach' will be showcased through short films, street plays and a rally inviting all other institutes on campus to join in supporting the less fortunate segments of society.

    Celebrating Kindness' marks the efforts contributed by the students as 'Young Researchers' in their preliminary research in various topics related to their syllabus, which has helped them over their rigorous study to question, analyse and suggest alternatives to the problems being studied by them.

    It is also an effort on behalf of the Sociology Department to bring together the students and faculties of other courses across Somaiya campus to merge their efforts in enhancing their social commitments to the underprivileged communities

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 *(Entire Somaiya Campus)*	66 Acres	--	Management	66 Acres
Class rooms	21	--	College Fund+ Bank Loan	21
Laboratories	03	--	--do--	03
Seminar Halls	01	--	--do--	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	04	31	--do--	35
Value of the equipment purchased during the year (Rs. in Lakhs)	82.59 lakhs	14.45 lakhs	--do--	104.74 lakhs
Others	2476.54 Lakh	38.29 lakh	--do--	2514.84 lakh

4.2 Computerization of administration and library

- The entire administrative staff work is computerised, separate computers is provided with internet for individual staff.

- The entire library administration system is computered with Radio Frequence Identified (RFID) enabled for accessing, issuing books

- In-house developed 'Bookworm' library software

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	30978	49,17,279/-	3700	4,82,262/-	34678	53,99,541/-
Reference Books	9578	52,63,956/-	313	97,242/-	9891	53,61,198/-
e-Books	Nil	Nil	6000*	*		
Journals	74	1,09,994	64	97,751/-	138	2,07,745/-
e-Journals	Nil	Nil	300000*	*	--	--
Digital Database	NLIST	5000/-	--	--	--	--
CD & Video	1764	5354/-	91	Free	1855	5354/-
Others (specify)	--	--	--	--	--	--

* Access facility to all the institutions under Somaiya Vidyavihar

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	119	03	All computers	-	-	20	*	--
Added	--	--	--	--	--	--	--	--
Total	119	03	--	--	--	20	--	--

* One computer per faculty

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

- The Google apps training was given to staff of the College. The same found to be very useful in day to day operations.
- Quality life management programme is being conducted by ISKON for staff and students (as a stress buster).

4.6 Amount spent on maintenance in lakhs :

i) ICT

3.94 Lakhs

ii) Campus Infrastructure and facilities

32.80 Lakhs

iii) Equipments

9.10 Lakhs

iv) Others

10.70 Lakhs

Total :

56.54 Lakhs

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has helped the students overcome economic, educational and social barriers to college education. They have motivated and supported studens from disadvantaged backgrounds. The different programs are :

- Academic supports
- Mentoring
- Counselling
- Financial resources
- Technology support
- Stress and time management skills
- Career guidance
- Alumni network
- Social and cultural activities

5.2 Efforts made by the institution for tracking the progression

- The students are the prime stakeholders.
- The IQAC had evolved mechanisms and procedures for Redressal, Students grievance.
- Formation of various committees like predefined objectives and headed by responsible senior faculties wherein every member was engaged
- The role and activities were properly communicated and, action plan for each year obtained and progress monitored by IQAC.

The various Committees

- Academic Programmes
    - o Admission, time table, career based add-on courses
    - o Computer training to teaching and non-teaching staff for upgradation
    - o Remedial courses
- Teaching and evaluation programs
    - o Examination reforms
    - o Generation of new learning material
    - o Counselling
    - o Improvement in communication skills
- Co-curricular activities
    - o Cultural activities, conducting seminars, workshops, orientations, refreshers, nature club etc.
- Research programmes
    - o Major / minor projects
    - o Collaborative programmes
    - o Impact factor, citation index and research scholars and research publications

- Extension programmes
    - Placement cell
    - Women Development Cell
    - NSS
    - NCC
    - And other community, health, guidance services
    - Anti Ragging Cell
- Management Information System
    - Students admission intake – Distribution ratio
    - Scholarships

- Gymkhana – Facilities for sports, competitions arranged
- Library
    - Automation, access to internet and establishment of library as a information centre.
- Mechanism
    - Suggestion Box
    - Grievance Redressal Cell
    - Academic Audit of teachers
    - Open approach for improvement

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4576	558	04	--

(b) No. of students outside the state

45

(c) No. of international students

--

Men
No	%
2339	46.56%

Women
No	%
2795	54.44%

Last Year (2012-2013)							This Year (2013-2014)						
General	SC	ST	OBC	Physically Challenged	DT/NT /Others	Total	General	SC	ST	OBC	Physically Challenged	DT/NT /Others	Total
4126	265	16	189	--	95	4691	4500	275	12	257	--	79	5134

Demand ratio   **1:10**   Dropout %

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

> Seminars conducted for coaching students for UPSC examinations

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET `00`   SET/SLET `00`   GATE `00`   CAT `00`

IAS/IPS etc `00`   State PSC `00`   UPSC `00`   Others `00`

5.6 Details of student counselling and career guidance

> - Lecture on self management
> - Activities conducted for study techniques, handling peer pressure
> - Mentors have given counselling to students
> - Online resources were made available for students

No. of students benefitted `20`

5.7 Details of campus placement

	On campus		Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
06	362	113	--

5.8 Details of gender sensitization programmes

> - International women day was organised on 06th Feb, 2014
> - Inter-campus in Somaiya Events were Rangoli, Poster making, Essay competition, intra sports competition.

5.9 Students Activities

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

State/ University level   `05`   National level   `02`   International level   `02`

No. of students participated in cultural events

State/ University level   `  `   National level   `01`   International level   `01`

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

Sports : State/ University level   `01`   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	48	2,49,345
Financial support from government	291	43,94,323
Financial support from other sources	27	2,44,829
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   `08`

5.13 Major grievances of students (if any) redressed:
  The College have a student grievances cell which looks into the complains lodged by the students.
- Upholding the dignity of the college by ensuring strife free atmosphere though promoting cordial student – student relationship and student –teacher relationships.
- Suggestion box installed in the college in which students put in writing their grievances and actions taken.

- Ragging in any from is strictly prohibited
- Any grievances relating to academic matters like timely issue of marksheets, T.C were looked into.
- There is a proposal to make the hall tickets online for the benefit of the students from the next academic year.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **VISION:**
>
> To be a proactive centre of learning, enabling acquisition of knowledge combined with innovation leading to excellence.
>
> **MISSION:**
>
> - ❖ Disseminate contemporary knowledge and promote multiple branches of learning.
> - ❖ Impart knowledge through value based education.
> - ❖ Promote and facilitate quality research amongst faculty and students.
> - ❖ Provide a learning continuum and make pedagogy more student centric.
>
> **GOALS:**
>
> - ❖ Proactive centre of learning and excellence.
> - ❖ Self-reliant and socially sensitive students.
> - ❖ Quality life through enhanced skills.

6.2 Does the Institution has 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 Institute is following the syllabus of University of Mumbai, several teachers are members of syllabus revision committees at University level

6.3.2   Teaching and Learning

- Case Study
- Role Play
- Book Review
- Presentations
- Group Discussions
- Industrial visits

6.3.3   Examination and Evaluation

- The entire examination is computerised.   Photo printed marksheet, photo and signature printed hall tickets.

- Revaluation and photocopy of the answer sheets to the students on time who have applied.

6.3.4   Research and Development

The College has constituted a Research Committee to enable and encourage the faculties to concentrate on their research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The library shifted to new building with good space
- 9 Computers
- 260 seating capacity
- 39000 books
- 100 Journals
- Research Room
- Reference Section
- Open Library

6.3.6 Human Resource Management

The Institute has a centralized Human Resource Management System

6.3.7   Faculty and Staff recruitment

The College has appointed 05 Teachers and 01 administrative staff followed by the approved advertisement in the leading newspapers.

6.3.8   Industry Interaction / Collaboration

> The College has a tie-up with TCS for conducting industry skill oriented courses

6.3.9   Admission of Students

> The College has a an ONLINE admission procedure for all UG and PG Courses at all level.

6.4 Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Yes

6.5 Total corpus fund generated

00

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	--	--	--
Administrative	No	--	--	--

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?

> Examination cell of the College has started online hall ticket which is very convenient for students.
> - Online hall ticket
> - Question bank for every subject
> - Convener will select questions from the Question Bank
> - Confidential process
> - Exams and results are within given period
> - Moderation

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

N.A.

6.11 Activities and support from the Alumni Association

Alumni association co-ordinates with the college in Placement activities.

6.12 Activities and support from the Parent – Teacher Association

The college has discussed about the need of Parent meeting from the next academic year

6.13 Development programmes for support staff

- Training on Google apps
- Training on admission software
- Training on procedures with Higher Education for PF,Pension etc.

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

We have huge campus. College has taken so many initiatives to keep the campus green and eco-friendly. Some of the programmes / initiatives in the year 2013-14 are

- Tree plantation
- Waste management programme
- Seminars and exhibition on Go Green / global Warming

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.

- Online Student feedback system introduced.
- Value Orientation programme for teachers and students.
- Industry associated Skill Development Certificate programme in association with TCS.
- Introduced Android Course.

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

- Faculty Development Programme.
- Student Career Counselling by Industry experts.
- Teachers Orientation Programme based on revised Syllabus at University Level.

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

- Several Add-on courses conducted to give interdisciplinary exposure to students.
- Financial assistant to 25 needy students
- Academic assistant through teachers mentor programme

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

7.4 Contribution to environmental awareness / protection

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

Strength :
- Young dynamic enthusiastic staff.
- Innovative methods like use of Video Lectures, Webinars etc. are constantly applied in the teaching process

Weakness :
- Research culture to be improved
- Sports activities to the students to be encouraged.
- Activities related to Environmental awareness to be initiated

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

- Planning and Audit Board setup for quality monitoring and enhancement
- Industry Collaborations
- Collaborations with Foreign Universities
- Professional training for students to improve their placement opportunities –viz – Aptitude test, communication skills, problem solving techniques, analytical thinking etc.

Name Dr. Manali M. Londhe   *Name Dr. Sangeeta Kohli*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

****

Annexure - i

Point 7.3 Two Best Practices of the institution

Add-on Courses

1) One year Certificate Course on Financial Accounting in collaboration with Tata Consultancy Services(TCS)

2) 6 months Certificate Course on Android Programming - in collaboration with Collaborative Systems and Software Solutions

Annexure - ii

Point 7.3 Two Best Practices of the institution

1. Financial assistance was provided to the economically less priviledged students.

2. Book bank scheme to needy studens upgraded

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