YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution   S.K.Somaiya College of Arts, Science & Commerce

- Name of the Head of the institution   Dr. Purushottam Wadje

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   02267169610

- Mobile no   9881475306

- Registered e-mail   principal.sksac@somaiya.edu

- Alternate e-mail   shaikh.nigaar@somaiya.edu

- Address   S.K.Somaiya College of Arts, Science & Commerce, 4th Floor, Vinay Mandir Building, Vidyanagar Somaiya Campus, Vidyavihar (East), Mumbai-77

- City/Town   Mumbai

- State/UT   Maharashtra

- Pin Code   400077

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Co-education

- Location   **Urban**

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **University of Mumbai**

- Name of the IQAC Coordinator   **Dr. V. Rama Kiran**

- Phone No.   **9920222938**

- Alternate phone No.   **9819125243**

- Mobile   **9821261167**

- IQAC e-mail address   **iqac.sksac@somaiya.edu**

- Alternate Email address   **ramakiran@somaiya.edu**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://sksasc.somaiya.edu.in/media/pdf/AQAR%202021-22.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://sksasc.somaiya.edu.in/media/pdf/Academic%20Celender%202022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**83**	**2004**	**16/09/2004**	**15/09/2009**
Cycle 2	**A**	**3.15**	**2012**	**15/09/2012**	**14/09/2017**
Cycle 3	**B+**	**2.59**	**2020**	**08/01/2020**	**07/01/2025**

6.Date of Establishment of IQAC   **02/01/2005**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**NIL**

8.Whether composition of IQAC as per latest NAAC guidelines   `Yes`

- Upload latest notification of formation of IQAC   [View File](#)

9.No. of IQAC meetings held during the year   `03`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Since its inception, S K Somaiya college of arts, science and commerce has held academic growth, inclusiveness and development as its thrust areas. In pursuance of academic excellence, two skill based courses were introduced for students of B.com related to export/imports (supply chain and logistics) and VFX. The course and syllabus approval has been done by IQAC. In October 2022 and again in April 2023, the IQAC team aided office in terms of CAS file verification, logistics, procedures & documentation for development of our faculty in CAS Promotions. IQAC Co-ordinated with Dr. Kushpat Jain who is the JD Nominee for CAS promotions and organized a "Session on CAS under 7th pay guidelines" on 30 th July, 2022, a complete session where the staff interacted within and sought his expertise. IQAC assisted in conducting Green Audit, Energy Audit and Environment Audit for the college by an external expert. Useful insights and suggestions were given by project co-ordinator Mr. Tushar Kamble for eco-friendly and energy conservation practices. The audits were conducted on 28th April 2023 for the year 2022-23 As a step towards inclusiveness, IQAC conducted a skill based workshop on 11th May 2023 for the entire non-teaching staff. This initiative was taken to promote e- governance and ensure timely efficient

delivery of admin function.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Pursuit of Academic excellence through teaching learning programmes.	IQAC gives impetus to participative learning by guiding faculties regarding innovative methods such as flipped classrooms, role plays, Teach thy Peer programme etc.
To assist college administration to process the pending CAS promotion procedures of the faculty.	In October 2022 and in April 2023, the IQAC team aided the administrative staff regarding the process for faculty CAS promotion. The assistance provided by the IQAC team includes CAS File Verification, documentation and the conduction of the entire promotion process.
To extend the platform of participatory learning through skills for the office staff.	Team IQAC conducted a skill-based workshop on time management and teamwork on 11/5/2023, for the non-teaching staff. The session led to awareness that team performance is the key to administrative efficiency.
Regular guidelines for CAS to be provided from time to time.	An interactive "Session on CAS under 7th pay guidelines" was facilitated by IQAC for our faculty, on 30th July 2022. Dr. Kushpat Jain from Government of Maharashtra's Sydenham College briefed the staff on CAS guidelines and the requisite documentation for promotions at each stage.
To further the positive impact of eco-friendly practices by seeking expert review and suggestions.	Project Co-Ordinator Mr. Tushar Kamble conducted Green Audit, Energy Audit and Environment Audit for the period 2022-2023.

	Noteworthy suggestions were made by the expert to improve energy conservation and add several green practices.
To execute various gender sensitization and social awareness programme	Various session on Self defense, LGBT community, Breast Cancer awareness, menstrual hygiene were condcuted
To offer add-on certificate course	Certificate-based course has been introduced for our students by IISFT on export-import and another course on VFX.
To conduct Bridge course and orientation programmes for First year students.	Bridge course and orientation programmes for First year students have been conducted.
Performance Appraisal of Faculty	Performance Appraisal reports of all faculty were collected and evaluated
To Collect feedbacks from various stakeholders.	Feed backs were collected, analyzed and actions were taken
To Achieve Qualitative Research	An online session on

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	30/09/2022

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	S.K.Somaiya College of Arts, Science & Commerce
• Name of the Head of the institution	Dr. Purushottam Wadje
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• Location	Urban
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• Upload latest notification of formation of	View File

IQAC		
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- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	30/09/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23 (Data ready to upload, portal not opened)	04/12/2023

15.Multidisciplinary / interdisciplinary

The college offers two major programmes -B.A and B.com. The

courses offered are widely interdisciplinary in nature. The faculty inculcate interdisciplinary approach in their teaching learning programmes. Besides the regular curriculum, several activities are undertaken by the faculty which promote interdisciplinary culture.

For example Student studying law within the programme of B.com, participate in 'gender sensitization ' events like' Breast Cancer awareness 'conducted by WDC of our college. Socially relevant issues and themes are analyzed under internal assessment component of various courses offered at first year & second year level too.The economic forum is a platform for both B.Com and B.A Students where they conduct many activities related to economics, finance and other social issues.The project undertaken by students of economics, sociology and psychology are also interdisciplinary and provide them with wider insights. Insights in areas of finance and equity research on the one hand and socio-economic progress on the other hand has been encouraged. Such inter-disciplinary themes lays foundation for experimental learning.

16.Academic bank of credits (ABC):

The Academic Bank of Credit (ABC) digitally stores the academic credits earned by students from higher education institutions registered with ABC. The college initiated this process by sending an official notice and then preparing a google form, so that students could fill in the required data. Support staff were also given the responsibility of helping students who were unable to fill the data.

17.Skill development:

A certificate course in shipping/ export import services in collaboration with IIFTSA (Government recognized) was conducted during 2022-23. This enables students to grasp the technical and procedural skills required in foreign trade transactions. Employability skills such as resume writing, enhancement, PPT etc are facilitated through the mentoring activity as well as the Placement & training cell of the college. A session on Financial Literacy has been conducted by Career Katta- An initiative of MITSC(Governement of Maharashtra). Analytical skills and research acumen is developed by encouraging students to participate in co-curricular activities and research competitions.Through field and industrial visits students are acquainted with various skills that are required in real-life work.

In addition, the institution provides skill development programmes, entrepreneurship development programmes and career guidance. Internship, On-job training and hands-on experience that provide practical training to develop professional skills required for employment. We are planning to involve our illustrious alumni from the industry to provide vocational skills.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Integration through languages and festivities is deeply embedded in our culture and knowledge system. The college observes every year International Yoga Day, Kargil Diwas, Har ghar Tiranga and such activities. The Exam Committee with IQAC initiated Chhatrapati Shivaji Maharaj Jayanti and Dr. B.R. Ambedkar Jayanti celebration. IQAC has also promoted gender awareness by initiating Savitribai Jyotiba Phule Diwas, celebrations.

The Marathi department conducted 'Bondala' a traditional and ancient festival of Maharashtrians. Students participated in the event reviving knowledge about the old customs and practices. Marathi Bhasha Diwas is observed to take pride in Marathi language and promote its cultural richness. Traditional performing arts, such as classical dance, music and folk art etc. are an integral part of cultural Forum and Marathi Vangmay Mandal activities.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

One of the primary medium for assessing the outcome of the teaching learning program was the pass percentage of students in semester end exams. These were very high (75% & above) across all courses & programs for the odd semesters. The second parameter for measuring outcome based education is the student feedback on teaching methods. Curriculum feedback was also taken applying multiple stakeholder approach, covering students, parents, faculty & alumni during 2022-23. The continuous internal assessment program also has an outcome based perspective and evaluation system.

20.Distance education/online education:

In the year 2022-23,academic community got back to offline teaching mode after COVID-19 pandemic.The college has been conducting regular classroom teaching employing ICT enabled tools.Few faculties have taken online lecture for revision and exam guidance.Google meet and microsoft

teams platform were used for conduction of online lectures.All teachers created their google classrooms for sharing study material, references, audio-video material, quizzes & conduction of class tests. Mind Theatre (Department of Psychology initiative) unveiled two captivating series, 'Psychological Inception' and 'Through the Era,' on its social media platforms. These series delved into the early stages of psychology as a discipline and the subsequent transformations it underwent over time. The committee also organized an online seminar on Evolutionary Psychology, featuring esteemed speaker Dr. Glen Geher from the State University of New York, who shed light on the foundations of this intriguing field. In January, the focus shifted to 'Anomaly of Youth,' with Mind Theatre conducting an impactful online seminar on 'Anxiety Amongst Youth' on 22nd January 2023.The committee launched two engaging social media series, 'Awareness Diary' and 'Psychomics,' aiming to raise awareness about psychological issues among the youth through thought-provoking written content and captivating comics. Business Law Department conducted an online workshop on the topic of "INTELLECTUAL PROPERTY RIGHTS" on 01st August, 2022 from 10.00 A.M. to 11.00 A.M.

Several faculties of the college have contributed in capacity as course writers for the distance education module of the University of Mumbai. One of our faculty Dr.Ravikant Sangurde is also the Director of "Centre for Hindu Studies" in Univesity of Mumbai.

Extended Profile

1.Programme

1.1   **142**

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **2676**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **131**

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3   **438**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **38**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **38**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	**142**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	**2676**
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

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File Description	Documents
Data Template	View File

2.3	**438**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**38**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**38**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**14**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**9097167**
4.3 Total number of computers on campus for academic purposes	**145**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college is affiliated to the University of Mumbai. The syllabus and evaluation system is prescribed by the university.

Curriculum delivery is done at following phases:

Planning phase - The time table is prepared well in advance and shared with the faculties to plan their activities effectively.

The planning for curriculum delivery is done at three levels.

Lecture plan – This specifies the tentative date of completion of topics as per syllabus for each class and division.

Subject plan – It indicates information regarding various modes and methods like lecture method, chalk and board method, group discussions, quizzes, role plays, use of ICT through PPT, multimedia presentation that a teacher is planning to use.

Departmental plan - This is a description of curricular and co-curricular activities that department has decided to do in the entire year.

Execution and self - monitoring phase - Teachers fill academic diary everyday which helps them to track the execution of the plan.The curriculum transactions are made effective with the help of audio visual aids and smart classroom.

Review and feedback phase-At the end of semester the reports are submitted to IQAC for evaluation.IQAC also collects feedback on curriculum from various stakeholdes.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://drive.google.com/drive/folders/15ruAa2KSq7cINEDkpkVi9PXZH6esH1Cy?usp=sharing

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Every year the college follows the academic calendar provided by University of Mumbai since the college is affiliated to the said university. In 2022-23 also college has prepared its academic calendar in line with university academic calendar. The college follows the starting and ending day of terms as given by the university.

The academic calender includes :

Semester commencement date

Working days

Holidays

Assignment Submission Indicators

Remedial Classes and Mentoring Sessions

Field Visits/Study Tours

Sports/ Cultural Events

Tentative dates of Theory and Practical exams conducted by the University

The Continuous Internal Evaluation (CIE) of the institution is followed by the End Semester examinations conducted by the University of Mumbai. The Practical examinations and viva-voce are held under the supervision of the External Examiner appointed from the University.

The departments which offer Add on courses and Certificate courses conduct exams for the Students and Certificates are issued accordingly. The departments constantly keep track of their students' progression in their future prospects. Thus the 360 degree continuous internal evaluation of Knowledge-based education is rendered to the students of the Institution.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

05

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

03

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

108

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Following activities have been conducted

Gender Sensitivity:

- **Personality Development and Menstrual Hygiene Program**

- **Gender sensitization organized by WDC & ICC**

- **A Session on breast cancer awarenessorganised by WDC in association with KJ Somaiya Medical College and research centre**

- **Self defence session has been organised by mrs Ajita Sahane (national level judo player/health and wellness expert) and Sushil Kumar Gupta (sports activitiy expert)**

- **The concept of Gender equality and women empowerment taught in 'Sociology of Gender" course (Bechlor of Arts)**

Environment and Sustainability

The course "Environmental Studies" is part of the curriculum for the students of the UG stream. On 20th March 2023, Department of Environmental Studies organized a skit to celebrate WORLD WATER DAY which is celebrated on 22nd March 2023. Students prepared posters to create an awareness about water conservation.

College conducts Energy audit, Green audit and Environmental audit by accredited auditors on a yearly basis.

Human Values and Professional Ethics

Sessions have been conducted on "Who am I" & "Why bad things happened to good people" under value orientation series. The concept of Business Ethics & Professional Ethics have been taught under Commerce & Business Communication course.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

12

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

2236

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/file/d/1x1zgZMAX0RVawB_maRkGD1nMhk6ecW3-/view?usp=sharing
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://drive.google.com/file/d/1x1zgZMAX0RVawB_maRkGD1nMhk6ecW3-/view?usp=sharing

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

973

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC,   ST, OBC,

Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

131

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Advanced learners are encouraged to attend seminars and conferences and present research papers on the topics and subjects in which they have great potential. Further few mentor teachers have introduced the "Teach the Peer" concept. Advance learners are selected and assigned subjects in which they want to specialize and have expertise. They are assigned four to five slow learners. They will plan guidance lectures in consultation with subject teachers, and slow learners will be guided accordingly.

Extra sessions and practicals for slow learners are also conducted. Among the final-year students, advanced learners are also given reference material for additional knowledge and opportunities to make presentations to the class. This leads to curriculum enhancement as well. For slow learners, the following Programmes are also conducted to motivate and boost their confidence:

- Bridge course to introduce the basic concepts of the subject and develop confidence in the subject.
- Remedial lectures to help all the students who failed in particular subjects and also weak students. During the examination period, students with special needs are also given additional facilities. For instance, extra time is given to students with learning disabilities, visually challenged students, and slow learners. Visually challenged students are provided with question papers in big font. The college also takes special care to bring slow learners to the mainstream.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2676	**38**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The college has emphasized participative methods of teaching and learning. The IQACof the college hassupported student-centric methods in its teaching-learning process. During this academic year, several departments have tried to experiment with the 'flipped classroom' model. The student plays a pivotal role in influencing the depth of the topic coverage, adding to the quality of the curriculum delivery.

Student-centric methods such as access to empirical data and macro data sources during their respective lectures or even independently by the student beyond the classroom expose them to practical knowledge and build their analytical abilities. English department supports the oral and written skills of the students through student-oriented exercises on report writing, letter writing, group discussion, presentation, and other communication skill assignments.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Most faculty use library resources such as N-LIST, Somaiya digital library powered by Ebsco and Granth Sanjivani for preparing and sharing the study materials. Google Classroom is used for sharing notes, assignments, tests, and quizzes by the faculty. After the completion of syllabus, faculty take examination guidance lectures and provide practice MCQs through quizzes and test in online mode (Google Classroom).

Majority of faculty members use Turnitin software for anti-plagiarism and for publishing research articles.

Also, all assignments are posted on Google Classroom, giving easy access to the students (wherever necessary).

Academic diaries are maintained by the faculty online and submitted to IQAC at the end of the academic year.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

38

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

12

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

505

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

To ensure transparency in internal assessment, the system of internal assessment is communicated with the students well on time. The Examination Committee holds meetings of the faculties and suggest them to ensure effective implementation of the evaluation process.

Learners are assessed continuously through various evaluation processes at college/University level. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments and presentations, Field Visit / Field Work and Seminars Presentation.

The results/performance of the students is displayed on the college website and communicated to the students.

For a transparent and robust internal assessment, the following mechanisms are followed by the Steering Committee:

- Question Paper Setting/allotment of topics to learner by the faculty.
- Conduct of Examination/viva-voce and presentation by learners
- Result display

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The internal assessment process offers a variety of modes on which the learner may be assessed such as assignment, project work and practical exams (Computer application) in various subjects. The College ensures Effective implementation of students Grievance Mechanism. Grievance related to assessment, or any examination related matter is done as per the ordinance O.5050 framed by University of Mumbai.

Mechanism to deal with examination related grievances is transparent, time bound and efficient.

- Timetables for Practical Examination (Computer Application), Internal Evaluation such as project submission guidelines and project submission schedule is displayed on the college website/Notice Board well in advance.
- Class mentors are also encouraged to circulate timetable links.
- To address grievances, the learners are encouraged to email at info.exam@somaiya.edu
- The college has WhatsApp account for students queries and grievances related to examinations.
- Grievances are addressed from time-to-time by the examination committee.

File Description	Documents
Any additional information	[View File]()
Link for additional information	[https://sksasc.somaiya.edu.in/sksasc/updates/exam_result/Notices/en]()

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Semester wise program and course outcomes are displayed by the examination committee on the college website under the 'examination notices' heading. In addition, weblinks to the semester end exam results is also provided to the students by the examination committee via mentor teachers.

The results of students having backlog are also displayed on the college website in the form of ATKT results.

The program and course outcomes (Result analysis) are presented in the staff common room meetings as well. The detailed program and course wise outcomes are prepared by the examination committee and provided to the Heads of the departments. The course outcomes are then analysed in the department meetings.

Academic performance of the students is analysed for different classes and wherever the performance is low, the departments may modify their teaching- learning/ subject plans.

Apart from the academic performance or semester-end exam

results, each department also lays down the learning outcomes expected from the various courses it deals with for the students. Accordingly, the teachers also prepare the subject plan containing the teaching- learning modes other than chalk-duster mode. The skills, concepts, and applications are identified and specified for each course by the departments. Each department, then devises the mechanisms for implementing these aspects during curriculum delivery and achieving these learning goals.

The learning goals and outcomes are modified as the syllabi for courses are revised by the Board of Studies, Mumbai University, as the college is affiliated to University of Mumbai.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The program and course outcomes are presented in the staff common room meetings. During the meeting programs/courses performances are measured in terms of performances of the students.

The students with outstanding performances are encouraged and even felicitated and those with poor grades are guided through special sessions and remedial lectures.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

23-12-2023 06:04:54

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

438

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://drive.google.com/drive/folders/1rH0z7pNwQk9cceMe1MiBnZnh_2mMlHhK?usp=sharing

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://drive.google.com/file/d/1fXBTYqZUYy6dCBRokwTdJQFMwseWczy2/view?usp=sharing

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

4,15,000

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

4

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	[View File](#)
Paste link to funding agency website	https://cmsadmin.amritmahotsav.nic.in/unsung-heroes.htm

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The self appraisal forms are filled by faculty whilefeedbackis given by seniors.whofurther guide juniors in research related activities.

Faculty members are encouraged to participate inconferences andprovided financial assistance of Rs 1000/-for paper presentations. Seed money (Rs 10,000)is given to all the faculties who register for Doctoral research.The students are also motivated and guided for submitting their research projects for Avishkar inter universities convention.Thus the institute

tries to inculcate research acumen in students through an extensive collection of books over 23,000 volumes and 11,407 titles.The library proudly houses a plethora of national and international journals,magazines and newspapers.A treasure trove of encyclopedias,dictionaries and special collections for civil services and competitive examinations further enriches the academic arsenal. Services like email reminders,Web-Opac search,online book reservations,self renewals and digital fine payment seamlessly blend the traditional with the contemporary.Further,the library embarks on a digital odyssey with subscriptions like N-List and Somaiya digital library.This shared facility ,uniting all institutes,provides access to a staggering collection of about 185,000 e books and more than 7 million published research articles.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

2

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	https://sksasc.somaiya.edu.in/sksasc/Research/Research_Activities
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

15

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institute gives impetus to the Holistic development of

students.For this, students are enlightened on the problems related to communities and are encouraged to identify community requirements and work towards its progress.Thus it is very important to encourage Extension activities involving students,faculty and stakeholders in the neighborhood.

Students should also be aware about community development. It is thus necessary to facilitate extension activities involving students, faculty and the stakeholders in the neighborhood. Some departments have taken up initiatives like carrying out research on socially relevant topics to create awareness and sensitize students regarding the problems faced by the vulnerable sections of the society.For instance,the Department of Economics conducts research projects on relevant topics such as financial awareness/ literacy among UG students sustainable consumption and pro-environment practices among households and Study of home- based workers in Mumbai city.

The NSS unit of our college conducts a plethora of activities for students related toenvironment, healthcare, leadership, education and so on. The activities help the students to reach out to society and be aware of the ground realities.

The Nature Club of our college lays stress on environmental issues and methods to tackle the same.Various activities focusing on environmental upgradation and sustainability were conducted.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/14GPBzsZH-XwJKA2duMxDiFras3gRRnq0/view?usp=sharing
Upload any additional information	**No File Uploaded**

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

00

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

19

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	[View File](#)

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2015

File Description	Documents
Report of the event	[View File](#)
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	[View File](#)

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

44

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Situated within the expansive 66-acre Somaiya Vidyavihar Campus, the college boasts ample infrastructure and facilities to support a diverse array of educational and extracurricular

activities. The campus significantly contributes to fostering dynamic and inspiring educational experiences.The college runs two major programmes with a strength approximating to 2000+ students.The college houses 14 well-equipped classrooms, each outfitted with LCD projectors and white screens to enable teachers to show PPTS, videos and slides. The teaching staff can access laptops from the IT lab for the same. The college facilitates free Wi-Fi connection to all staff, teaching and non-teaching. High-speed internet connectivity of up to 1Gbps, enriching the teaching and learning environment significantly in all classrooms, library, staff room and office is one of the unique features. All classrooms are adequately furnished, well-lit, and properly ventilated. Spacious passages adjacent to all classrooms on each floor, complemented by two staircases on both ends, efficiently accommodate the movement of students within the institution. The building is facilitated by lift accessible at all floors, monitored by peon during the working hours of the day. Students with disabilities and during sickness are given special permission to use the lift.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institute provides ample resources and spaces to encourage and facilitate diverse cultural activities. These include areas for artistic performances, exhibitions, and events that celebrate various cultural traditions, fostering a vibrant and inclusive community.

The institute prioritizes physical fitness and offers a range of indoor and outdoor sports facilities. These include spaces for indoor games like table tennis, chess, and badminton, along with outdoor grounds for cricket, football, basketball, and more. Additionally, the gymnasium provides equipment to support fitness training and workouts.

Within the sprawling expanse of the campus, there exist two impressive auditoriums, each with a seating capacity of at least 500 individuals. These auditoriums stand as collective spaces

utilized by all institutes operating under the Somaiya Vidyavihar management umbrella. They serve as pivotal venues for a diverse spectrum of events, including cultural programs, intercollege festivals, competitions, and the annual functions of the college.

Their versatility and size enable the seamless execution of large-scale events, fostering an environment conducive to hosting impactful seminars, distinguished guest lectures, vibrant cultural celebrations, and intercollege competitions. Their significance extends beyond mere physical spaces, symbolizing a hub of shared experiences and academic excellence within the vibrant tapestry of the campus life at Somaiya Vidyavihar.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

900000

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The Education Management Information System (EMIS) stands as a comprehensive software solution crafted to automate the administrative services within the college. Developed in 2010 by the esteemed I.T. department of Somaiya Management Trust, EMIS streamlines various facets of college administration. One of its integral components is Bookworm, a sophisticated, integrated library management software module embedded within EMIS. Bookworm epitomizes a user-centric design, accommodating multiple users simultaneously while handling diverse tasks efficiently. This information system has enabled the library, office administration and the exam center to function efficiently.

The library functions with minimum manual work, while students can search for books online they can also get them renewed on line. Besides, the software enables online self-renewals, book reservation and overdue fine collection. The features of EMIS are, web OPAC support, integrated search, cataloguing, inter library circulation, RFID enabled, barcode label generation and integration with college administration module. EMIS commitment to international standards in library science and information management ensures a robust and globally accepted platform.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-	**A. Any 4 or more of the above**

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

418364

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

128

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The Somaiya Vidya Vihar has a centralised IT support team which

connects with all the institutions within the campus to oversee all IT-related procurement and maintenance across the campus institutes.

Our college added one desktop and 14 new laptops to the existing stock. The classrooms are facilitated with projectors and 1 GBPS internet connection.

The college updates its IT facility including Wi-fi regularly. The day-to-day administrative work of the institute is fully computerized with inhouse developed EMIS software. Leave management, profile management, salary management etc are digitally managed by 'Sensys' software. The computers are timely upgraded with necessary hardware and software requirements.

At College level the following process are carried out digitally such as: Acceptance of online application forms for admission, Display of merit list of eligible students for admission, Railway concession forms, and students' feedback etc. The college has licensed software installed in the laboratories, library, examination department, staff room and administrative office.

Robust security measures have been implemented to protect against cyber threats and ensure the safety of sensitive data through firewalls, encryption protocols, and authentication mechanisms.

The institution remains adaptable to emerging technologies in networking, ensuring IT infrastructure stays at the forefront of technological advancements.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

145

File Description	Documents
Upload any additional information	View File
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

9097167

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Somaiya Vidyavihar has established a centralized entity known as the 'Project Office' to oversee maintenance operations across all institutes within the campus. Adhering to the standard operating procedures set by Somaiya Management, this office manages the maintenance of infrastructure and support facilities. Civil and electrical maintenance, gardening, campus security, water supply, and housekeeping activities fall under

the purview of the Project Office. It comprises designated engineers, architects,electricians, and support staff responsible for the upkeep of the campus infrastructure.

The resolution process for various issues concerning civil work, carpentry, water supply, electrical maintenance, gardening, and other matters is managed through the maintenance.somaiya.edu portal. The sequential steps followed in resolving maintenance issues are as follows: The college authorities identify the issues and notify on the portal. It is further confirmed by e-mail. After evaluation, recommendations and On-site evaluation by experts. The Project Office executes the task. After final approval and Issues of payment invoices.

The centralized 'IT support' department at Somaiya Vidyavihar oversees all IT-related requirements across the campus institutes. Procurement and maintenance of IT infrastructure is managed by the IT support team. Suppliers are notified by the institute for maintenance, repair, or replacement of computer hardware under the warranty period.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

23

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

4

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to Institutional website	https://drive.google.com/drive/folders/1O lg3U2pvsKKrh9R_Yk_fyZQZl5T8coNu?usp=shari ng
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

593

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

593

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

62

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

22

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

8

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

4

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Institute has been actively encouraging student's involvement in in various statutory committees of the college

such as Cultural Forum, NSS and Placement Cell

highlights of the above committees are:

NSS Committee

The 'National Service Scheme'- NSS is an integral part of every under graduate institution. It aims to inculcate the larger goal of servicing the nation among the students.

N.SS Committee -Major Activities

-Blood Donation Drive

-Street plays

- Rallies

-Tree Plantation

-Residential Camp

-Tree Plantation etc.

Cultural Forum Committee

The General Secretary, Joint Secretary and Contingent Leaders are the students representatives involved in the Planning, Management and Execution of their programs and Extra- curricular activities undertaken by the Cultural Forum. They along with the faculty in the cultural committee decide the theme of the Annual Fest and chalk out the events to be organized throughout the year. The forum also works through a network of class representatives. Students form teams for

-Publicity

-Event management

-Scripting

-Inter-collegiate competitions

Placement Cell Committee

Since 2016, the committee is being exclusively managed by a

group of committed students. The students work relentlessly towards pitching companies for campus recruitment.

Companies visited in the campus

Hiring Plus HR Solutions Pvt. Ltd

MoneyFrog Financial Service

Link Intime Pvt. Ltd

Rivitech International

Cyberfrat etc.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

11

File Description	Documents
Report of the event	[View File]()
Upload any additional information	[View File]()
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File]()

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

We do not have a Registered Alumni Association as the campus has a centralised Alumni association and variousactivities for Alumni have been conducted at the campus level. Some of the departmentshaveinvited few alumni as a guest speaker.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1jWpGZAveDkUaMYYVd4GikSmp_ixHg8zl?usp=sharing
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institute follows a Perspective plan to follow the vision and mission statements. The plan includes the suggestions received from previous NAAC committees, and deliberations at the IQAC /CDC and staff meetings.

The Perspective Plan focuses on steering the following fundamental areas –

1. Teaching-Learning
2. Research and development
3. Inculcating values
4. Environment Consciousness
5. Social outreach

Structure of Good Governance;

The IQAC and the CDC take total responsibility in the planning and implementation of policies and measures as both bodies consist of representatives from the teaching and non-teaching staff, current students, alumni, the Principal, the Management , social outreach and industry experts.

The IQAC and CDC plan through their meetings how learning could be made more student centric this has been achieved through implementation of Bridge courses,remedial lectures, field excursions and participation of students in NSS,Cultural , sports and internships.

Quality research is encouraged by providing seed money and reimbursement of charges towards publishing papers and attending conferences.Students are mentored and guided during the course of research projects.

Environmental awareness and practices related to various factors like causes of pollution, conservation of soil, forest, air, is created through competitions . Sustainable environmental practices and laws are explained to the students and they are encouraged to participate in environment related activities.

Our duty towards society is reflected through the programs conducted by NSS ,WDC and Nature Club.

Our institute strives to developing responsible citizens through continuous programs of personality development, social consciousness ,environment responsiblility and academics.

File Description	Documents
Paste link for additional information	https://sksasc.somaiya.edu.in/sksasc/about_us/vision_and_mission
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college practices decentralized participative management in

several areas of administration. The teaching, non-teaching staff,and students participate in the designing and functioning of several committees. The Placement cell, Feedback committeeand Admission committee are some of the most mentionable, working on decentralised lines.

We focus on the:

Admission Committee: Work of admission is major task. Admission committee members were involved in checking the admission form online. Access to the admission portal was given to the members of the admission committee to check the university enrollment form, results, Transfer certificate, undertaking form,Allocation of fees as per the criteria, etc.

PLACEMENT CELL: Inaugurated in the year 2016, it is the committeethat is run by the students for the students with assistance from the alumaniand faculty. STRUCTURE: The Cell functions through its 'Operational group'. The students are organised into various groups like Operations, Talent management, Event management, etc. with specific responsibilities.The Operation Group elicits data from various sources like personal contacts, contact with the alumni, Gate Crashing,internet to prepare a databank of companies offering placements.

Student representatives are included in various academic bodies like IQAC, CDC.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1aNQj8h7DlWHit9XxBXM8mllgGR3HFzju?usp=sharing
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college envisions being a proactive centre of learning and skill development with its students empowered to excel in the dynamic world of work, entrepreneurship and pursue higher career

advancement. The institution with effective academic freedom and mobilizing contributions from all its stakeholders aims to be the top preferred choice of the student community among the colleges in the city. This vision can be transformed to reality by directing continued efforts towards providing a vibrant learning experience, supporting the enhancement of employability skills, life skills and providing varied opportunities for all round personality development of the students. In its journey towards achieving this vision-mission, the institution has adopted a multi- stakeholder approach with participation of the Head of the institution, IQAC members, external experts, management representatives, the alumni, planning & executive boards, Academia- Industry interface committee, Placement cell, research forum and various other committees of the college. The ideas, suggestions and the crucial roles executed by all the teachers and students are represented through these bodies. These bodies are involved in contributing by the way of planning strategies, making decisions and implementing the mechanisms to achieve the cherished goals. In order to achieve the cherished vision, the institution through its leadership and governance has been working towards defining & monitoring a set of outcomes that form a part of the institution's perspective plan.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://drive.google.com/drive/folders/1y1qgh9tL3r8YchgWnHmfwcFa_oE9kZu3?usp=sharing
Upload any additional information	[View File](#)

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Managing board of the College constitutes of Governing Board, President, Honorary Secretary, Pro-Vost, Principal, Vice-Principal, IQAC/CDC and the faculty members to formulate the broad policy matters.

All the employees of the institution are appointed as per University, UGC and Government service rules. Principal being the Head of the Institution oversees the functioning of the college. Vice-principal discharges the duties of the principal

in his absence. The College Development Committee constitutes of the above and several senior staff members who take decisions on the administrative, financial and developmental policies of the institution. The Internal Quality Assurance Cell acts as the pivot of quality sustenance. IQAC Convenor (principal), Coordinator, Head of Departments, Office Incharge, Librarian and members of the staff review the internal affairs of the college and also take decisions on the academic matters. These committees/ councils meet regularly in a democratic and transparent manner and efficiently implement policies for the overall development of the institution.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://sksasc.somaiya.edu.in/sksasc/updates/NAAC_AQAR
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The Institution provides all statutory welfare measures and

leave facilities to its employees as per Mumbai University norms as our college is affiliated to the university. We provide encouragement for Pursuing doctoral degree and take up research projects, Leave for FDP's, Awards and recognitions for excellence.

Staff Welfare Measures for teaching An amount of Rs. 500/ Reference Book per year is reimbursed on the book ordered by the teaching faculty. An amount of Rs. 10000/ Ph.D Research Scholar as Seed Money is awarded to the enrolled Scholar for the program. An amount of Rs. 5000/ academic year / teacher staff is paid as registration fees for attending workshops, symposia, conference and seminar. All Non Teaching staff ward/child who has successfully cleared the final examRs. 1000/ academic year / staff is given.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

8

File Description	Documents
Upload any additional information	[View File](#)
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

4

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance of teachers is appraised based on participation

in teaching, learning, and evaluation, as well as involvement in co-curricular and research and development activities. Teachers are required to prepare and implement their teaching plans in a time bound manner. Teacher's academicdiary includes service details and the detailed account of daily work. It is evaluated by the Head of the Department, Principal and IQAC during the promotion process. Student feedback on teaching - learning and evaluation is initiated by IQAC every year. The principal prepares annual confidential report of each faculty and gives proper feedback and suggests corrective measures if any. It is mandatory for each teacher to submit the self-appraisal form to IQAC at the end of every year forwarded through the Head of the Department and Principal. The self-introspection helps to address the strengths and weaknesses and enables improved performance. The promotion of teachers is done as per University's Performance Based Appraisal System for UGC Career Advancement Scheme. The performance of the non-teaching staff is assessed by Office Inchargeand Principal and analyses their competence, participation and performance for the development of the Institution.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1aDRBW3fs BtbZ4Vj9_y7oGvc_UgZ0lzsI/view?usp=sharing
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Financial audit aims at ensuring financial discipline and transparency essential for the smooth running of the institution. It is also crucial for the fulfilments of requisites notified by the University and Joint Director's office from time to time. Since our college is one among the umbrella of institutions under the Somaiya Trust, balance sheet and budget inputs are also prepared and provided as per the management requirements. Thus, the financial mechanism of the college requires preparation and audit of budget and balance sheet at the institution level, and inputs for the campus level. Besides, cash balance sheet and audited grants statement also encompass the financial mechanism. The college follows a

systematic procedure to resolve financial matters through a financial audit mechanism. Internal and external financial audit is done on yearly basis. Queries raised in the internal audit related to voucher payments are rectified. The queries are resolved by verifying whether the amounts stated in the voucher are as per the relevant policies approved for such expenditure. With verification of the alignment of the amounts spent with policies approved, the queries are closed.Financial statement is concluded thereafter.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution is funded by the fees collected from the students. The college also receives funds from the Joint Directors office, which is the 'salary grant' from JD. These are the two major sources of funds utilized to discharge the major expenses of the institution.

The expenses are classified as:

1. Revenue Expenses and

2. Capital Expenses

The revenue expenses represent, payments made towards unaided salary, Repairs and maintenance, Housekeeping, Security, Water and electricity bills, CA/Auditors fees and lawyers charges are the professional charges met by the college. It also includes miscellaneous expenses.

The capital expenses include funds allocated for procurement of books for the library. Some non-recurring expenses also take place, namely acquisition of laptops, projectors, furniture.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC has been instrumental in implementing quality assurance of the institution through institutionalized practices of conducting evaluation of lecture plan, subject plan and academic diary along with student satisfaction survey for the year.

Following activities have also been done by IQAC for quality assuarance:

-Verification of API scores to be sent to the HR department, Somaiya campus.

- Green audit, Energy Audit, Environment Auditand Gender Audit has been done.

- A session on "CAS under seventh pay guidelines" was held on 30th July 2022 by Dr.Khushpat Jain.

- Online workshop on "Intellectual Property Right and Patent designing and filling"in collaboration with Rajiv Gandhi National Institute of Intellectual property Management (RGNIIPM) was conducted on 1st August 2022 .

- Online session on 'Tools for Analysis of Qualitative Data' on

18th August 2022 (Friday).Dr. Deepa TanksaleTanksale, Affiliate Professor at The Chicago School of Professional Psychology.

-A Study Visit to BSE on 12th Jan 2023 in which around 125 students participated.

-A Finacial Literacy Series consisting of write ups on Basic terms of finance, Principles and strategies in financial management were included. This was followed by an online Quiz. 201 students participated in the same and were given E-certificates. The write ups in the series were displayed in the college library as well as uploaded to the Somaiya Library Repository.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/15dK7b_71-7S0DssUXeAf9RwV2LpINumr/view?usp=sharing
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

1. IQAC has promoted the inclusion of more students participating& involving modes of teaching-learning. The idea of the flipped model classroom was introduced by IQAC and lesson-cum- subjectplans for select subjects were accordingly prepared and reviewed under the guidance of IQAC external expert members. All faculties now prepare their academic plan accordingly. It includes laying down learning objectives, interactive modes proposed for teachingeach topic, time for completion, and specifying the learning outcome. The planning and audit boards and IQAC then undertake aterm-end review of the reports submitted by the teachers/ departments. In the future, the IQAC also intends to introduce adepartmental review of the teaching-learning plans. It would promote the interdisciplinary approach in the teaching-learningprocess (TLP) and peer review/learning. 2. Apart from this IQAC also aimed at encouraging the effectiveuse of ICT in the TLP. With this end in view, it conductedsessions on making effective PPTs, and the use of google forms,and google classroom. Many faculties have resorted to starting agoogle classroom separately for each subject/class. This classroomacts as a mode for the dissemination of learning

resources such asnotes, reference material,PPTs, educational videos.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1ifFltr1f2k7YTNqxM8SyCst_WP1zKlC1?usp=sharing
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://drive.google.com/drive/folders/1TKLPujFAaKpJ7wEQ2Z9vcUHUrThdMryU?usp=sharing
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The WDC in association with ICC organized a talk on Gender Sensitisation on 29th August 2022. The common mental health

issues the community suffers from are depression and anxiety. The LGBTQ youth are likely to suffer 1.75 times more anxiety and depression. The transgender community is even more vulnerable as they suffer 2.4 times higher anxiety and depression. In order to create an awareness about all the different genders and the importance of their equality, a seminar was arranged by the WDC of the college. The eminent speaker for the event was Rumi A.K.A. Mx. Ria Sharma who is a TEDx speaker, Human Rights youth activist & educator. Ms. Rumi Sharma discussed how sex and gender are two different aspects and the problems faced by the LGBTQ committee. Ms. Rumi Sharma also guided students on how a LGBTQ person could be addressed respectfully. It was a highly informative and knowledgeable session for students and teachers.

A session on self-defence was organized by the WDC on 8th March 2023 for girls on the occasion of Women's Day. Judo coach and expert taught self-defence techniques to the girls which was very helpful. The importance of learning self-defence for women was also discussed.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1Dq0vwI_xnK7Hf8Junwqh-mQbyyA_kd4s/view?usp=sharing
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/drive/folders/1pzatux0y7AYOFcZVZYUJO2edOMt7FWxu?usp=sharing

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid and liquid waste management –

The institution is very conscious about environmental issues. We encourage our teaching and non-teaching staff to minimise wastage of stationery and related products like plastics, ink, glue, binding tapes and packaging material. The students are sensitised to minimising wastage of water, electricity, stationery and avoid littering classrooms with waste material.

Some of the significant steps taken in this direction include:

The institution has a set waste disposal mechanism in place. It has a cleaning contract which includes not only the premises but washrooms too. Separate dustbins are provided for the collection of dry and wet waste. Dustbins are provided at various locations in order to imbibe a sense of cleanliness. The waste is commonly accumulated and after a security check is disposed off in a common place in accordance with the management policy which is later on collected by the municipality of the local area. There is a penalty of Rs. 500/- for littering and waste generation. There is a board displayed with this information to this effect.

E- waste management – As part of the e management process, out of use old electronic equipment which include monitors, cabinets, keyboards, mouse ,SMPS, RAM,CPU's, motherboard, hard disks, cables are handed over to K. J. Somaiya Private Industrial Training Institution (VTI) where it is recycled and reused.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

23-12-2023 06:04:55

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The Student Welfare Scheme is aimed as an inclusive practice to aid the economically weaker learners in the institute with financial assistance. This year 04 students have availed the scheme. The scheme includes fee waivers, grants etc.

Commemorative Days are celebrated in the college to build and promote an environment for ethical, cultural and spiritual values among students and staff. The Department of Marathi organized the Bhondla festival on 26 September 2022. The festival is performed during the Navaratri festival and it comprises a traditional Indian dance accompanied by certain rituals. During the ritual, staff and students formed a circle around a Bhondla elephant while chanting traditional verses.

The NSS Unit of collegeheld a pledge on the occasion of National Unity Day on 31st October 2022. The volunteers and students were reminded of the Indian pledge and India's prestigious cultural and traditional unity.

The College celebrated Marathi Language Day, "????? ???? ???? ??? "on 1st March 2023. The program included performances of the state anthem, "Jai Jai Maharashtra Maza," and featured speeches by several senior teachers of the college who emphasized the significance of vernacular languages and importance of the Marathi language.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The 73rd Indian Constitution Day was celebrated by the Department of Business Law on 26 November 2022. Constitution Day - or 'Samvidhan Divas' - is celebrated to commemorate the adoption of the Constitution of India to remember the contribution of the people for the constitution and to honour them. In depth information about the constitution was provided during the event followed by singing of patriotic songs, discussing rights and duties, and repeating the preamble.

An event entitled "Laws Ki Jaanch Padtaal" was held on 28th

January, 2023 to make students aware about various important laws which are useful in their day to day life. The various laws explained were on the topics ofstalking,suicide,dishonour of cheque,RTI Act and women's arrest.

Ten students from the department of Political Science participated in "Prajatantra- 2022, organised by Praja Foundation. The college team named "Praja Parishad" reached the semi-final level in the events of Mayor's Speech, Policy Governance on E-Governance and Citizens' Participation competing with teams from across various colleges and universities in India.

The department of Political Science also organised a visit to the Maharashtra Assembly on 17th March 2023 to witness the working of Vidhan Sabha and Vidhan Parishad. It was a great learning experience for the students which gave them an insight into the working of the government.

An Internal Moot Court Competition was arranged with the Hon'ble Mr. Kunal Mankani, Advocate of Bombay High Court invited to act as the judge.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/drive/folders/1hEf6MbfMUMZwsOxEwvpO8qAhD4X5qLIO?usp=sharing
Any other relevant information	Nil

| 7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized | B. Any 3 of the above |

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The Institution celebrates national and interternational commemorative days:

Chhatrapati Shivaji MaharajJayanti was celebrated on 3rd March 2023. A presentation highlighting Chhatrapati Shivaji's unique combat methods, the weapons used, the construction of forts on strategic locations securing his kingdom was shared during the program.

On 3rd March 2023, the Department of Environmental Studies organized a quiz competition to commemorate World Wildlife Day.The event aimed to raise awareness about wildlife conservation and encourage students to learn more about the diverse species inhabiting our planet.

World Water Day was celebrated on 20th March 2023 by the Department of Environmental Science. A skit was performed by the students on the occasion with an attempt to create awareness about the need for water conservation.

Dr. B. R. Ambedkar Jayanti was celebrated on 19th & 20th April 2023. An exhibition comprising of 200 photographs was displayed in the collegefocusing on various stages in Ambedkar's lifeboth, personal and professional. The exhibition was held for two days allowing staff and students from the entire campus to view the exhibition.

Maharashtra Day was celebrated on 1st May 2023. The celebration began with singing the Maharashtra Geet. This was followed by teaching and non teaching staff talking about various aspects

about the state, from its formation to its rich culture to becoming the the financial capital of the country.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Financial Literacy

The IQAC Cell initiated a Financial Literacy Drive on 14th February 2023 as a part of Best Practices which is a series of events coinciding with the financial literacy week observed by RBI. This program was initiated to increase financial awareness among the stakeholders. The series consisting of write ups on Basic terms of finance, This was followed by an online Quiz. Two hundred and one students participated in the same and were given E-certificates. The write ups in the series were displayed in the college library as well as uploaded to the Somaiya Library Repository.

2. Celebration of Cultural Diversity

The institution promotes a culturally harmonious environment to its stakeholders . The same is achieved through various practices in the college. One of them is by celebrating cultural diversity. The college encourages and propagates the celebration of various festivals and cultural events. This year the college celebrated Marathi Bhasha Diwas, Bondla, Dr B. R. Ambedkar Jayanti, Chatrapati Shivaji Maharaj Jayanti, Maharashtra Dayheld a quiz competition on cultural heritage of India. This diversity creates an environment where all students can learn and grow. It expands student awareness, welcomes multiple perspectives and

helps build social skills. It is this cultural diversity that makes the college a unique place for innovation, growth and success.

File Description	Documents
Best practices in the Institutional website	https://sksasc.somaiya.edu.in/media/pdf/7.2%20Best%20Practices.pdf
Any other relevant information	https://drive.google.com/file/d/1r6D6TiCXinTOP05gxw4vPEyLbXMAC_ke/view?usp=sharing

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The United Nations in its blueprint for peace and prosperity for people and the planet has at its heart the 17 Sustainable Development Goals (SDGs). The first goal in the SDGs is ' No Poverty'. The institution has attempted to achieve this goal through its various initiatives.

The thrust area of programs organized by the various departments and committees in the institution prioritize sensitizing students and faculty to the challenges faced by the marginalized and weaker sections of society. The university curriculum itself followed by the college incorporates topics on poverty in different subjects of study.

Students are given topics on poverty as part of their project work. Students of economics undertake field trips to rural areas, Foundation Course choose topics related to poverty for their projects.

The NSS Unit of the college undertakes several initiatives keeping in mind the marginalized. One such important initiative is the NSS camp which is an annual feature. NSS students visit a village in Dahanu in Maharashtra. They stay here for a week and experience village life and the challenges faced by the villagers.

The Cultural Forum of the college visit old age homes and orphanages on different occasions such as Diwali and Christmas, spending time with the inmates in these institutions and

bringing cheer into their lives.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

The college looks forward toorganising a host of events in the coming academic year. The year long plan covers a wide range of events. The departmental activities relate to conducting career and MBA orientation. To promote awareness of civil services, The college intends to hold a session on UPSC exam preparation. Department will organize Quiz, skits, screening motivational videos, debates and other such related to respective subjects, through out the year. We also planned certain events much in advance. National Commerce Day, Eye donation Day, National Financial awareness Day, Marathi Bhasha Diwas, National Mathematics Day, Dr. Baba Saheb Ambedkar Jayanti and Chhatrapati Shivaji Maharaj Jayanti. In pursuance of research related activities, the college plans to hold an International conference in collaboration with SAARC by the year end. A National seminar on development in Commerce and Accountancy will be organised in January 2024. The Economics club holds various academic competitions focused on Indian economy. Two skill-based courses, namely Import/Export course and VFX are in progress. The Law department plans to organise High court visit and student NGO interactions regularly. The college intends to continue with Environment Audit, Energy Audit, Green Audit and Gender Audit. IQAC will continue financial literacy drive and soft skills programme for the teaching as well as non-teaching staff.