

## The Annual Quality Assurance Report (AQAR) of the IQAC 2017-18

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

#### 1.Details of the Institution

1.1 Name of the Institution

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

1.2 Address Line 1

Vidyavihar

Address Line 2

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City/Town

Mumbai

State

Maharashtra

Pin Code

400077

Institution e-mail address

info.sksac@somaiya.edu  
principal.sksac@somaiya.edu

Contact Nos.

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

Name of the Head of the Institution:

Dr. Sangeeta Kohli

Tel. No. with STD Code:

022 – 6716 9601

Mobile:

9892379918

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID(For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. &Date:   
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no.is available in the right corner-bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

#### 1.6 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	83.00	2004	2004 – 2009
2	2 <sup>nd</sup> Cycle	A	3.15	2012	2012 – 2017

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year(for example 2010-11)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR 2012-2013 (04/06//2016)
- ii. AQAR 2013-2014 (13/06/2016)
- iii. AQAR 2014-2015 (22/08/2017)
- iv. AQAR 2015-2016 (06/12/2017)
- v. AQAR 2016-2017 (16/4/2018)

1.10 Institutional Status

University      State  Central  Deemed  Private

Affiliated College      Yes  No

Constituent College      Yes  No

Autonomous College of UGC      Yes  No

Regulatory Agency approved Institution      Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution      Co-education  Men  Women

Urban      Rural  Tribal

Financial Status      Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid +Self Financing  Totally Self-financing

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI(Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others(Specify)

1.12 Name of the Affiliating University (for the Colleges)

University of Mumbai

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

## 2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

Faculty  Non-Teaching Staff

Alumni Students  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International  National  State  Institution Level

(ii) Themes

1. National Symposium on 'Applications of ICT for Effective Outcomes in Higher education'
2. National level Workshop on "Conducting & crafting high quality Research" with IIMA.
3. Workshop on Python Programming.
4. Workshop titled 'My Life- My Relationships' on 24/2/2018
5. Workshop on Preparing for Careers in Financial services sector.
6. Workshop on GD techniques & interview skills.

2.14 Significant Activities and contributions made by IQAC

- 1) Conduction of Parent Teacher Meeting by each mentor teacher
- 2) Book review and assignment to each student by mentor teacher
- 3) Mentor File system continued with record of activities & student achievements.
- 4) Practice of Teacher's academic diary in Google sheet from the beginning of the year and was asked to be shared in each term for review.
- 5) Review & suggestions to select committees in the beginning of the year itself.
- 6) Review and suggestions on Department activities via planning boards
- 7) API UGC 4<sup>th</sup> amendment guideline session for teachers.
- 8) All faculty were informed and shared UGC approved journals list in their respective subjects.
- 9) Flip model was used by many teachers and the same has been reviewed by IQAC
- 10) Workshop on 'Basic online transactions' under PTA was conducted by IQAC.
- 11) Conduction of aptitude test & HR training sessions via Placement & training cell.
- 12) Parents feedback forms have also been taken.
- 13) Structured course along with project work was conducted through Entrepreneurship Development Cell. Certificates given in collaboration with AIFMB to successful students.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Activity	Tentative Date/ Period	Status with remarks
Annual meeting of internal members to plan activities	June	28/6/17. Main points discussed: Mentoring system to continue with mid-term review, PTA activity to be enhanced, Workshop on RM & e-content of curriculum delivery.
Mentoring system	Start in all classes by July	Implemented throughout the year. Term wise review was taken by

		IQAC.
Vision statement of institution	June	<ul style="list-style-type: none"> <li>• Outlined from April-June. Final text on 14/6/17 (SK)</li> <li>• As per suggestions by expert members in subsequent meeting a modified approach to presentation of institutional plan was prepared in Oct 2017.</li> </ul>
Committee plans review	July	Done on 8/7/17. Suggestions were given particularly to CF, Research forum, library committee & Placement cell.
UGC API 4 <sup>th</sup> amendment	July	Provided to all faculty on 18/7/17
UGC approved journals list/link	Sept.	Provided to all faculty on 10/9/17
IQAC meeting internal & external experts	Oct.	Conducted on 23/9/17. Review of Institutional plan, challenges prior to NAAC & suggestion regarding nomination of student representatives. Details in minutes book.
Parent Teacher Association session-I Session- II	August/Sept.	<p>I: Guest lect. on 'Careers in digital marketing' by Prof. Pritam Shah on 14/8/17. About 96 students benefitted from the session.</p> <p>II: Workshop on 'Use of technology in everyday life' was conducted by Prof. Rajendra Patil on 23/9/17. It was well received by the parents. PTA membership was taken, feedback on workshop and Parent feedback on the institution too was taken. About 60 parents benefitted from the session.</p>
<b>SSR &amp; accreditation new process</b>	Oct- Nov	Detailed study by Chairperson & IQAC Coordinator, tentative sub-committees formed (30/8/17 to 4/9/17, Feb 2018).
<b>AQAR new format to UGC for grants utilization</b>	December 2017	Prepared by Dr.Sujata Khadilkar, IQAC Coordinator

<b>Session on new API format (UGC 4<sup>th</sup> amendment)</b>	January 2018.	Guideline session was conducted by IQAC coordinator on 6 <sup>th</sup> Jan 2018. It was well received by the faculty.
<b>India Today ranking</b>	Finalized Jan 16 <sup>th</sup> 2018	Comprehensive applications in all streams Humanities, commerce and science were prepared & submitted lead by Dr.Sujata Khadilkar, Ms.Nigaar Patel and Dr.Rajendra Patil and with team of faculty members. All office detail and compilation was done by Mr. Prem Kumar, IQAC member (administrative staff)
To conduct workshop on Research Methodology to inculcate research acumen.	Nov 2017	National level Workshop on “Conducting & crafting high quality Research” with IIMA on 28 <sup>th</sup> & 29 <sup>th</sup> November 2017.
National Symposium on ‘Application of ICT for effective outcomes in Higher Education’.	February/ March 2018	9 <sup>th</sup> & 10 <sup>th</sup> March 2018*

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

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

Provide the details of the action taken

It is placed in IQAC meetings to review progress of the institution by external experts, management representative and alumni & industry representatives.



## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	02	--	--	--
PG	07	--	--	--
UG	09	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma				
Certificate	02			
Others	10			
<b>Total</b>				
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	16
Trimester	--
Annual	--

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

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

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

*Parents feedback was taken across various courses during the session organized by Parent- Teacher Association (PTA) under IQAC.*

*Student feedback is taken online for all courses for all subjects & faculties in both the terms. It is ensured that students providing the feedback are regularly attending the class. The feedback in form of ratings on various aspects like concept clarity, different variety of teaching-learning modes, class interactions etc along with comments if any is collected. This is then referred to the department heads/ course coordinators and also to individual faculty/teacher. This forms an important tool for self improvement as well as incentive to continue good work.*

*Odd Semesters  
BA & Bcom courses*

**STUDENT FEEDBACK REPORT 2017-18  
AVERAGE RATING**

<b>M/S</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
DEEPASHRI HADPADKAR	7.96 SYBC A	9.7 FYBC B
ANANT PHIRKE	8.35 FYCS	9.8 FYBC F
SMITA ANGANE	7.9 FYCS	9.69 FYBC E
AARTI NAIK	8.43 SYCS	9.56 TYBC A
<b>EVS</b>		
CHARLOTE BRIGANZA	7.94 FYBC C	9.83 FYBC B
KEVAL K.	7.05 FYBC A	8.46 FYBC F
<b>FC</b>		
MANALI LONDHE	6.17 SYBA	8.06 SYBA
CHITRA KELKAR	8.14 FYBA	9.56 SYBA
VARSHA BHOSALE	4.6 SYBC A	8 FYBC E
NITIN MOHOD	8 SYBC B	10 Syba
BHARAVI SHINDE	7.61 FYBC C	9.58 sybc A
<b>A/C</b>		
YOGESH PATEL	8.51 SYBC C	9.9 TYBC B
DHAVAL BHATT	7.83 FYBC A	9.9 TYBC C
DYANASHWAR KEMBULKAR	6.83 FYBC E	9.41 FYBC B
VISHAL KAPASI	8.24 SYBC C	9.37 SYBC E
DIPESH PATEL	8.12 TYBC B	9.63 TYBC C
KIRAN TEMKAR	7.33 SYBC C	9.56 TYBC E
VIJAY L	8.67 TYBC A	9.85 TYBC E
ARUNA SINGHAM	7.46 TYBC C	9.13 FYBC F
<b>HISTORY</b>		
CHAYA GOSWAMI	8.07 FYBA	9.93 TYBA
<b>HINDI</b>		
SHIVKUMAR SHUKLA	7.37 FYBA	
<b>ECONOMICS</b>		
SUJATA KHADILKAR	6.59 FYBC D	10 TYBA
HARISHCHANDRA SHARMA	TYBA 6.06	8.92 SYBC E
RAJENDRA ICHALE	7.67 SYBC C	9.11 TYBA
MUKTA POTE	4.89 SYBC F	8.67 FYBC C
SONALI RAJPUT	7.93 TYBC B	9.37 FYBC B
<b>ENGLISH</b>		
RAJI RAMESH	8.17 FYBC C	9.68 FYBC B
SINDHU SARA THOMAS	7.85 FYBC F	9.43 FYBC B

<b>COMMERCE</b>		
SANGEETA KOHLI	6.95 TYBC B	8.89 TYBC F
V. RAMAKIRAN	8.49SYBC F	9.78 TYBC E
NIGAR PATEL	7.68 TYBC D	10 TYBC E
SWARANJEET KAUR	8 FYBC E	9.37 FYBC B
RAVIKANT SANGURDE	8.15 FYBC A	9.87 SYBC F
<b>SOCIOLOGY</b>		
SUSSANAH MALKAN	10 TYBA	10 TYBA
<b>LAW</b>		
VAISHALI KHARAT	7.27 SYBC C	9.25 SYBC D
SUJATA GOVALKAR	7.03 SYBC C	8.04 SYBC E

*Self-financing courses*

**STUDENT FEEDBACK REPORT 2017-18**

**AVERAGE RATING**

<b>FACULTY</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
SHRUTI CHAVARKAR	5.11 SYFM	9.78 TYFM
ARUN DUBEY	8.33 SYAF B	10 TYBMS A
MONIKA JAIN	7.78 FYAF A	9.89 TYBMS A
DEEPAK CHAVAN	8.33 TYAF A	9.87FYAF B
SHILPA A.	8.56 TYAF B	9.48 SYAF B
POONAM PANDEY	9.2 FYCS	9.74 TYCS
RAJENDRA PATIL	7.37 SYIT	8.36 TYIT
HEMALATHA	7.23 SYIT	8.13 FYIT
MARIELIA A.	7.31 TYIT	8.41 FYIT
SWATI MAURYA	7.76 TYCS	8.41 FYCS
NIZAM S	6.85 SYIT	8.32 FYIT
APARNA J	5.78 SYBMS B	9.78 TYBMS A
SANJAY RODE	4.67 SYFM	9.7 TYFM A
MEERA RAJWAT	6.44 TYAF A	9.67 TYFM A
PRASHANT PIMPLE	4.78 SYFM A	8.5 FYAF B
RAVI KOSGI	7.5 FYBMS C	9.56 TYBMS A
PRATHAMESH TAWADE	8.56 TYAF A	9.64 TYBI A
MEGHANA VYAS	8.89 FYBMS A	9.94 FYBMS B
AMIT NAIK	2.44 SYBMS B	8.56 TYBMS B
RAJESH DHOTRE	7.89 SYBMM	9.36 FYBMM
POOJA DOSHI	7.26 FYBMS A	FYAF B 9.74
RAKHEE YADAV	6.91 TYIT	9.78 SYBMS B
RICHA C.	8.33 SYBMM	10 FYFM
AKSHAT S.	7.02 SYBA	10 SYBMS B
SHEETAL RAJGOR	6.35 SYCS	7.73 TYIT
FAIYAZA S	9 FYBMS A	10 SYBMS A

**STUDENT FEEDBACK REPORT 2017-18  
AVERAGE RATING**

<b>M/S</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
DEEPASHRI HADPADKAR	7.96 SYBC A	9.7 FYBC B
ANANT PHIRKE	8.3 FYCS	9.84 FYBC F
SMITA ANGANE	7.78 FYCS	9.96 FYBC C
AARTI NAIK	8.25 SYCS	9.78 FYBC C
<b>EVS</b>		
CHARLOTE BRIGANZA	6.39 FYBC D	9.98 FYBC A
KEVAL K.	8.18 FYBC C	9.48 FYBC C
<b>FC</b>		
MANALI LONDHE	7.8 SYBC C	9.78 FYBC B
CHITRA KELKAR	8.22 TYBA	9.63 SYBA
VARSHA BHOSALE	5.18 SYBC C	8.17 FYBA
NITIN MOHOD	9.25 SYBC B	10 Syba
BHARAVI SHINDE	7.64 SYBC C	9.89 sybc A
<b>A/C</b>		
YOGESH PATEL	8.56 SYBC A	10 TYBC C
DHAVAL BHATT	7.11 TYBC F	9.56 FYBC B
DYANASHWAR KEMBULKAR	8.33 FYBC E	9.85 FYBC B
VISHAL KAPASI	8.13 SYBC C	9.94 FYBC E
DIPESH PATEL	8.15 TYBC B	10 TYBC C
KIRAN TEMKAR	6.16 SYBC A	10 TYBC E
VIJAY L	8.2 SYBC D	10 TYBC E
ARUNA SINGHAM	7.33 FYBC D	9.83 FYBC A
<b>HISTORY</b>		
CHAYA GOSWAMI	8.06 SYBA	8.89 SYBA
<b>HINDI</b>		
SHIVKUMAR SHUKLA	8.25 FYBA	
<b>MARATHI</b>		
VARSHA BHOSALE	8.17 FYBA	
<b>ECONOMICS</b>		
SUJATA KHADILKAR	7.76 TYBC D	9.97 SYBA
HARISHCHANDRA SHARMA	SYBA 6	9.83 TYBA
RAJENDRA ICHALE	6.7 SYBC D	9.39 TYBA
MUKTA POTE	6.41 SYBA	9.11 TYBC C
SONALI RAJPUT	7.64 FYBC B	9.89 FYBC F
<b>ENGLISH</b>		
RAJI RAMESH	8.4 FYBC D	10 FYBC B
SINDHU SARA THOMAS	7.62 FYBC F	9.93 FYBC B

<b>COMMERCE</b>		
SANGEETA KOHLI	5.19 TYBC F	8.18 TYBC A
V. RAMAKIRAN	7.6 SYBC B	9.7 FYBC B
NIGAR PATEL	8.38 SYBC C	10 TYBC C,E
SWARANJEET KAUR	7.72 SYBA	9.06 FYBC B
RAVIKANT SANGURDE	7.94 SYBC B	9.94 TYBC A
<b>SOCIOLOGY</b>		
SUSSANAH MALKAN	9.78 TYBA	10 TYBA
<b>LAW</b>		
VAISHALI KHARAT	6.09 SYBC A	8.67 SYBC F
SUJATA GOVALKAR	6.96 SYBC A	8.07 SYBC E

### Self-financing Courses

FACULTY	MINIMUM	MAXIMUM
SHRUTI CHAVARKAR	6.39 FYBAF B	8.5 SYFM A
ARUN DUBEY	7.2 FYFM A	9.5 FYBI A
MONIKA JAIN	8.72 SYBMS C	9.56 FYBMS A
DEEPAK CHAVAN	8 TYAF B	10 FYAF A
SHILPA A.	7.94 TYBMS B	10 TYAF A
POONAM PANDEY	8.39 SYCS	9.22 TYCS
RAJENDRA PATIL	5.72 TYIT	7.93 SYIT
HEMALATHA	5.72 FYIT	7.67 SYIT
MARIELIA A.	7.09 SYIT	9.23 FYIT
SWATI MAURYA	6.73 TYCS	7.9 FYCS
NIZAM S	6.36 SYCS	9.09 SYBAF B
APARNA J	8.11 FYBMS C	9.64 SYBMS B
SANJAY RODE	6.22 TYBMS C	9.17 SYFM A
MEERA RAJWAT	5.61 TYBAF B	9.11 SYBAF A
PRASHANT PIMPLE	7.87 FYAF A	8.86 SYFM A
RAVI KOSGI	8.22 FYBMS A	9.33 TYBMS A
PRATHAMESH TAWADE	7.38 TYBMS C	9.98 TYFM A
MEGHANA VYAS	8.4 FYBMS C	FYBI A 9.81
AMIT NAIK	7.62 FYBMS C	9.04 SYBMS B
RAJESH DHOTRE	5.51 FYFM A	8.76 FYAF B
POOJA DOSHI	7 TYAF B	9.33 TYAF A
RAKHEE YADAV	6.49 SYIT	9.33 SYBMS B
RICHA C.	7.3 TYBMS C	9.69 TYBMS A
AKSHAT S.	8.2 SYBA	9.49FYBMS A
SHEETAL RAJGOR	6.53 SYCS	7.93 TYCS
FAIYAZA S	8.93 FYBMS B	10 SYBMS C
NACHIKET DAVE	6.44 SYBAF B	9.11 SYBAF A

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

Yes, as per University directive

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

No.

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	42	36	04	01(Principal)	01(Librarian)

2.2 No. of permanent faculty with Ph.D. 

15
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2.3 No. of Faculty Positions Recruited (R) and Vacant(V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty 

Guest 00
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Visiting 41
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Temporary 15
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	15	13	01
Presented papers	14	11	00
Resource Persons	01	06	00

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

Google classroom, continuous evaluation process, interdisciplinary lectures, ICT, analysis of empirical data(eg: annual report and balance sheets of companies )and ratio analysis, review of case laws and judgements, moot court, Role play ,Book Review, Field Visits, Remedial Lectures, Case Studies, Class Presentations, mentor students guidance, flipped model, videos on EVS topics, analysis of corporate strategies & plans, media course models, movie/film screenings, news report writing, translation, video lectures, field surveys and action research project internships. Art-based therapy workshop where use of art forms in therapeutic work were discussed, mock interview, debate, quiz, word games and creation of puzzles and stories with grammatical concepts, mock committee meeting, use of booklet app ,peer to peer assessment (EVS), preparation of short films by students for environment awareness, paper Presentations, live projects, skit, news analysis –writing & reporting, technical reviews of published articles and papers by IT students, mapping progress of academically weak students.

2.7 Total No. of actual teaching days  
During this academic year

180

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

- Barcoding of marksheets
  - No outsourcing of question papers
  - Big font question paper for students with weak eyesight disability
  - Marathi translation for BA students
  - Masking of 1<sup>st</sup> page of answer sheets to maintain anonymity about candidate
  - Online hall tickets
  - Feedback from moderators regarding the consistency in assessment, syllabus coverage, question paper pattern etc.
  - Photocopy of answer sheets
  - Online Marklist display.
  - **Digitalization of examination committee process:**
    - 1) New software for processing examination results purchased in the A.Y. 2015-16 named S3 SOFTTECH SOLUTIONS.
    - 2) From this year, bar coding on marksheets is introduced to ensure security through the above software.
    - 3) Additional examination forms for Internal are filled on-line by students through Brainstorm software.
    - 4) Online ATKT/ Failure forms introduced from this academic year. Students can fill their online ATKT/Failure forms from their Somaiya account. Processing is done through brainstorm software.
  - 5) Online ATKT/Failure forms upgraded to make it more student friendly throughout the year:
    - Students are required to enter marks in the space provided. Apply field will get automatically ticked by software if the marks are below passing criteria.
    - Print preview option given to students before submitting the forms to avoid errors in form filling.
      - Students can fill the form for all the semesters in one form only.
      - Software displays exact amount for the student including all the semester fees and late fee if any. It facilitates the accounts section of the college.
    - We can link form filling record from brainstorm with our examination software with minimum efforts.
- From this academic Year onwards we have introduced Additional examination for External also. Both Internal and External additional examination forms are filled online by students from their Somaiya account through brainstorm software.
- Online Additional examination forms are provided with hall tickets of the students just like their regular/ATKT hall tickets to avoid anomalies in the examination process. i.e. in additional examination form Time table will be printed automatically while downloading the form. It will be preserved as their hall ticket.
- 6) As per university circular, Semester-I ATKT hall tickets were generated with the respective seat no provided by the University of Mumbai and distributed to the students. Linking from MKCL university software to college examination software is done through MS-excel.
  - 7) Completely upgraded marksheet with PRN number provided by the university and separate Grades for internal, external and overall performance was generated by the college as per the latest guidelines by the University of Mumbai. Linking is done through MS-excel.
  - 8) In case of FYBA, According to University guidelines optional papers need to be scheduled within 3 days allocated by the university. University will provide 3 different sets of question papers, for each optional subject for these 3 days. Accordingly hall tickets of students were prepared and printed as per their subject combinations in Microsoft Visual foxPro software (the software we were using earlier for result processing).
  - 9) From the academic year 2016-17 ATKT forms of Semester I and II need to be uploaded in MKCL Mumbai university website. The results of all the students of 16-17 were uploaded on the said website which enables to filter the data of ATKT students. Thus college strictly follows the university guidelines and uploads the ATKT forms. From this data university generates Hall tickets and student list for the respective examination.



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

02

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
TYBA	170	0.58	11.76	50%	12.35	77.72
TYBCOM	753	0	24.17	60.96	6.37	91.50
TYBMS	212	0.94	44.33	49.52	1.88	96.69
TYBMM	123	0	8.90	79.60	7.31	95.94
TYBCOM(A&F)	145	13.10	70.34	4.82	0.68	88.96
TYBCOM(B&I)	76	0	52.70	44.59	0.02	97.36
TYBCOM(FM)	74	0	45.40	36.50	5.40	87.84
TYBSC(CS)	85	0	15.87	60.31	23.80	74.11
TYBSC(IT)	73	4.10	36.98	47.94	2.73	94.52
MA(ECO)	Result Awaited					
MACJ						
MCOM(A/C)						
MCOM(B&F)						
MSC(CS)						
MSC(IT)						

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

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

- 1) Through online feedback system (for students) including TLP both terms. Besides entry level feedback for FY students and exit feedback from final year students also helps IQAC to evaluate the TLP and best practices of the institution.
- 2) Students grievance redressal system.
- 3) Collecting suggestions from students via a suggestion box and arranging to implement them. On account of the transparency, students can also mail their views & comments.
- 4) Planning board.
- 5) Term end reviews.

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	00
HRD programmes	04
Orientation programmes	01
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	04
Others	18

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	45	02	--	--
Technical Staff	--	--	--	--

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Research enhancement through PhD centres.  
Economics: 1 student successfully completed viva-voce. Awaiting formal award of degree/convocation.  
Commerce : received continuation of affiliation.
- Participation & presentation of research papers/articles and PPT by students at seminars supported by research committee.
- UGC approved journals list/link was provided to each faculty as per their respective subject and specialization.
- National level Workshop on "Conducting & crafting high quality Research" with IIMA in November 2017.
- National Symposium on 'Application of ICT for effective outcomes in Higher Education' in March 2018 which included among various aspects, one exclusive session illustrating ICT applications at various levels of research.

#### 3.2 Details regarding major projects

	Completed	On going	Sanctioned	Submitted
Number	--	02		--
Outlay in Rs. Lakhs	--	21	--	--

#### 3.3 Details regarding minor projects:

	Completed	On going	Sanctioned	Submitted
Number	1	--	6	--
Outlay in Rs. Lakhs	20000		RS.191000	

#### 3.4 Details on research publications:

	International	National	Others
Peer Review Journals	25	10	00
Non-Peer Review Journals	03	01	00
e-Journals	02	00	00
Conference proceedings	04	04	00

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	1	<ul style="list-style-type: none"> <li>• Qatar National Library</li> <li>• Barker Langham, London</li> </ul>	21 lakhs	
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored				
Projects sponsored by the University/ College	1	University	211000	20000
Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)				
Total				

3.7 No. of books published:

i) With ISBN No  ii) Without ISBN No.

iii) Chapters in Edited Books

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	--	02	--	03	01
Sponsoring agencies	--	--	--	--	--

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

3.13 No. of collaborations International  National  Any other

- University of Fraser Valley, British Columbia, Canada
- Weber State University, Weber, USA
- IIT, Mumbai for NPTEL courses & IIT Super resource centre
- KDG Technology for Information Technology related Industry based courses
- TCS for conducting C2C programmes
- World Networking Services, Mumbai
- eClernx Services Ltd. , Mumbai India ( Association with NASSCOM and Trainer Partner Mindmap Consultancy, Hyderabad)
- Brainsoft Consultancy Service Ltd., Pune
- Ibitions Pvt. Ltd, Mumbai
- ArthVidya , Banglore

3.14 No. of linkages created during this year: 02.

3.15 Total budget for research for current year in lakhs:

From Funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	01*
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

\*Under examination

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
--	--	01	--	--	--	--

Prof VarshaBhosale: Nominated as Director for prime minister MUDRA scheme by Government of Maharashtra.

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

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

NSS

- Yoga Day - 21-06-2017, total participation 162
- Drug Awareness - 28-06-2017, total participation 27
- Tree Plantation - 01-07-2017, total participation 49
- Convocation Fort – 17-07-2017, total participation 11
- Oration Fort - 28-07-2017, total participation 9
- Street play & Pledge, 01-08-2017, total participation 75
- Cleanliness drive , 04-08-2017 to 09 -08-2017, total participation 118
- United Way Workshop , 11-08-2017, total participation 31
- Waste Management , 11-08-2017, total participation 05
- Seminar (Rally On River), 23-08-2017, total participation 26
- Rally On River, 01-09-2017, total participation 75

- Shri. Ganesh Festival Crowd Control, 26,29,31-08-2017 and 05-08-2017, total participation 100
- Blood Donation, 11-09-2017, Total participation 20
- Thalassemia test drive , 11-09-2017, Total participation 25
- UPSC Seminar , 14-07-2017, Total participation 95
- BMC Activity, 14-08-2017, Total participation 56
- Sulabha Special School, 18-08-2017, Total participation 68
- World Peace & Harmony Conclave,13-08-2017 ,Total participation 25
- BhajanSandhya, 02-10-2017, Total participation 14
- Quit India Movement, 23-09-2017, Total participation 19
- Marrow Donor, 26-09-2017, Total participation 15
- Old Age Home, 29-09-2017, Total participation 90
- Run For Unity, 31-10-2017, Total participation 9
- Ration Distribution , 15-10-2017, Total participation 9
- Swami Vivekanada Marathon, 07-01-2017, Total participation 15
- Inter-Collegiate festival ( UDAAN) , 11-01-18 & 12-01-18, Total participation 100
- Say No To Drugs (seminar), 20-01-2018, Total participation 50
- Help Age India, 23-01-2018, Total participation 20
- Road Safety, 24-01-2018, Total participation 10
- Rally on awareness of voting, 25-01-2018, Total participation 48
- Drive on No To Plastic Bag, 06-02-2018, Total participation 35
- Blood Donation, 22-02-2017, Total participation 10
- Meet with PM, 18-02-2018, Total participation 09
- Mission Sahasi, 22-02-2018, Total participation 55
- Rubella Vaccination, 01-03-2018, Total participation 12

### NCC

Looking at the Tremendous response from girls towards NCC. New 30 Vacancies were adopted in SK Somaiya Degree College of Arts, Commerce, and science From 5 MAHA Grils BN COY 1. It was Under the Guidance of their ANO Major Neela Ben Thakar. It was possible due to keen interest was taken by our principle Dr Sangeeta Kholi

- 1) Independent day was celebrated with great promt. All 30 cadets praticipated and took occassion was graced by Shri Sameer Somaiya and Lila Ben Kotak
- 2) In the field of Social work out cadets praticipated in Save River Rally Project the cadets displayed the playcard distribution the pampalets and spoke to the common man regarding river conversation .
- 3) Five of our cadets :- PriyankaJoiser ,Cadet , Jeel Patel ,GulafushaShaik , and cadet sayaliGawale , Cadet MayuriShirke was selected for RD Camp
- 4) Our cadets have given a Guard of Honour to Honourable ShriPiyushGoyal Railway Minister who appreciate our excellent performance of our cadets on the occasion of foundation day of Somaiya trust the ceremonial uniform was sponsored by our principal Dr SangitaKholi.
- 5) Another guard of honour was given by Cadets to honorableDevendraFadnavishonorable chief minister of Maharashtra on the inauguration day of the new hostel Mythri.
- 6) Swayamsiddha a self defence program was organised by a new girls unit all the cadets imparting training in women Self defence.Our team of cadetsimpartesSelf defence training to the various education institution like Srimathi ST Mehta (SMT) MD Bhatia High School, Lakshmi Das Chand Gowal college (Tanna college), SPN Jain KanyaShala,R.N Seth Girls high School , kvk High ,School Guru Nanak High School at Ramabai.

7) A talent show competition Mr and Mrs NCC it was organised on 15th Jan 2018 in seminar hall all 27 cadets NCC both girls and boys from various college from Mumbai participated for the competition. The judge included well known psychiatrist MS SrideviPaudwal, Mr JitendraShetty and cadet warrant officer RevaKhare YEP Youth Exchange Program Sri Lanka .JyotiNimse from FY BA won the Lawrence for a unit buy winning miss NCC award 2018

8) A inter unit Inter College drill competition was organised on 17th January 2018 Inter School band competition was a great attraction of the event 18 schools and colleges participated for this competition our principal Dr Sangeeta kholi grace the occasion as chief guest and gave away the prizes medals to the winning team.

9) Adventure workshop was organised by our unit on 14 February 2018 the cadets imparted training Zumburing vertical rope, rope mallakhamb.

10) Annual rifle shooting and Archery Training was imparted on 17 February 2018. The Cadets of our college was invited by Kabir Khan productions for their web series on Jhansi Ki Rani regiment under Azad Hind Sena the name of the web series is forgotten army which will compete for the for the international competition Filmfare Awards.

The credits perform various obstacles, bonnet fighting and field Craft in film shooting training was given to the cadets by Sikh regiment of Colaba.

10) All the gadgets help build a pencil for B certificate exam, Tal Sena and RD Camper upcoming year.

## **Cultural Forum**

### **REPORT OF THE CULTURAL FORUM ACTIVITIES FOR THE ACADEMIC YEAR : 2017 – 18**

The committee members and the CF students organised various activities through out the year, setting the platform for the students of our college and other undergraduate colleges to show case their talents.

#### **Major events :**

FRESHERS , FRIENDSHIPDAY – 8<sup>TH</sup> AUGUST 2017

TEACHERS DAY – 7<sup>TH</sup> SEPT 2017

CL MEET – 25<sup>TH</sup> OCTOBER (more than 60 colleges participated)

UTKARSH – 7,8,9<sup>TH</sup> DEC 2017

Annual prize distribution function - 22<sup>nd</sup> March 2018

FAREWELL – 24<sup>TH</sup> MARCH 2018

**UTKARSH: – 44 Colleges from all over Mumbai participated in the annual festival 'UTKARSH' Some of the well known colleges were :**

THAKUR COLLAGE, S.M.SHETTY COLLEGE, L.S. RAHEJA COLLEGE K.J. SOMAIYA JUNIOR COLLEGE , K.J.SOMAIYA DEGREE COLLEGE ,KELKAR COLLEGE , N.K COLLEGE, RITAMBHARA COLLEGE, R.D. NATIONAL COLLEGE , WILSON COLLEGE )

**ACHIEVEMENTS :** Our college students participated in various competitions and won trophies at other college fests. They won 15 trophies in total from some of the well known colleges mentioned below.

THAKUR COLLEGE , RAHEJA COLLEGE, KELKAR COLLEGE , S.M. SHETTY COLLEGE, THAKUR VIDYAMANDIR COLLEGE , K.J SOMAIYA , MCC, K.C COLLEGE,L.S. RAHEJA COLLEGE



**SOCIAL EVENT**

- TREE PLANTATION
- CLEANLINESS DRIVE
- FLASHMOB IN ROAD SAFTEY
- CL MEET
- 60 CELEBRITY VIDEO BITE FOR UTKARSH

**Women Development Cell**

<b>Activity</b> <b>Description with name of guest/resource person/ agency you collaborated with</b>	<b>Date, time &amp; venue</b>	<b>Outcome/objective</b>	<b>No. Of beneficiaries</b>
The Guest lecture was delivered by Prof .DeepaChitnis on “Legal empowerment of women in India, Tools and Measures”	25 <sup>th</sup> Sept 2017. Seminar Hall	Female students make aware about various tools and measures	120
Organised Jewellery Making Workshop conducted by Dr.MuktaPote	7th Sept 2017 Seminar Hall	Female students participated in jewellery making workshop	21
Thalassemia Test Drive for T.Y. Girl Students	11 <sup>th</sup> Sept 2017 College lobby	Awareness and test camp was held for Third year female students	214
Help age India delivered talk on “Helping Senior Citizens” to girl students	23 <sup>rd</sup> Jan 2018 Seminar Hall	Lecture was arranged to make students aware of their responsibilities towards senior citizens	55
Mission sahasi (self defence workshop for female students)	22 <sup>nd</sup> & 23 <sup>rd</sup> Feb 2018 Cricket ground, Somiaya campus	Some self defence tricks were trained to students	315
Rubella vaccination camp	01 <sup>st</sup> march 2018 Nss cabin	Female students are vaccinated for rubella vaccination	100
Mission sahasi	6th march 2018 BKC ground	Self defence workshop	50

Women's day celebration	8 <sup>th</sup> march 2018 Seminar hall	All female staff gathered and shared their various experiences in life. Enjoyed it	55
-------------------------	--	--	----

**Nature club**

<b>Activity Description with name of guest/resource person/ agency you collaborated with</b>	<b>Date, time &amp; venue</b>	<b>Outcome/objective</b>	<b>No. Of beneficiaries</b>
1) World Environment Day PhotoChallenge Competition	5 <sup>th</sup> June	<b>Objectives-</b> Making the people aware about the worldwide demolition of the environment and methods of conservation <b>Outcomes-</b> Ecosystems can be saved for depletion.	50 students participated
2) Global Tiger Day Display of posters and skit performance on diminishing volume of tigers	29 <sup>th</sup> July	<b>Objectives-</b> 1) aims to bring attention to this fact and try to halt the decline of tigers.. Many factors have caused their numbers to fall, including habitat loss, climate change, hunting and poaching 2) resolves to protect and expand their habitats and raise awareness of the need for conservation. <b>Outcomes-</b> help raise awareness about the many threats tigers face, such as: <ul style="list-style-type: none"> <li>• poaching</li> <li>• habitat loss</li> <li>• prey loss</li> <li>• human tiger conflict</li> </ul>	Entire College
3) Preservation of Ozone Layer Students got themselves engaged in using public transport ,carpooling, using a	16 <sup>th</sup> September	<b>Objectives-</b> 1) protecting the ozone layer and the climate, 2) to phase down climate-	

bicycle or walking to any destination		warming hydrofluorocarbons <b>Outcomes-</b> 1) Understanding the significance of ozone layer protection	
3) World Tourism Day Awareness drive	27 <sup>th</sup> September	<b>Objectives-</b> 1) Treating tourism responsibly 2) Understanding the Ethics and values of Sustainable Tourism <b>Outcomes</b> 1)Realisation of tourism potential and challenges.	
1) National Bird Day	5 <sup>TH</sup> January,2018	<b>Objectives-</b> - aims to raise awareness of the plights faced by common and rare birds, from disease and environmental factors to illegal trade and welfare in captivity. <b>Outcomes-</b> Avian awareness and education about the physical and behavioral needs of birds surprised the students and they realized the need for survival and conservation	Fybcom-Entire
2) Compost Literacy	10 <sup>th</sup> March,2018 to 15 <sup>th</sup> March 2018.	<b>Objectives-</b> 1) To understand that our activities on the land affect the quality of the soil. 2) To observe that soil is alive and must be fed to maintain fertility 3) To understand that it is possible to increase the quality and fertility of soil by adding organic material 4) 4. To learn how to make compost <b>Outcomes-</b> Students trained their peers about the various types to implemented for composting which resulted as a affirmative approach	Fybcom-entire

## Others:

- Provided the training to the officers of Police Training Center, Marol, Mumbai under “Train of Trainer” program on basic grooming and use of language and “Google Apps for Investigation and document management” at Police Training Center, Mumbai, held on 20<sup>th</sup> July to 8<sup>th</sup> August 2017

*(Resource Person: Principal Dr. Sangeeta Kohli, Dr.Raji Ramesh, CA.Dhaval Bhatt, PrathameshTawade, Dr.Rajendra B. Patil)*

- Provided Training on “Management Skills) to the newly recruited officers of (Deputy Supritendend of Police, A.R.T.O) of Maharshttra State. ( The Training was conducted at Maharashtra Police Academy, Nasik,Maharashtra)(August 2017- April 2018).

*(Resource Person: Principal Dr. Sangeeta Kohli, Ms.ChitraKelkar, CA.Dhaval Bhatt, Dr.Rajendra B. Patil)*

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area( <i>Entire Somaiya Campus</i> )	66 Acres			
Class rooms	21	--		
Laboratories( <i>Computer Lab</i> )	03	--		03
Seminar Halls	01	--		
No. of important equipments purchased ( $\geq 1-0$ lakh) during the current year.	04	81		
Value of the equipment purchased during the year (Rs. in Lakhs)	82.59 lakhs	01		
Others	2476.54 lakh			

<u>Updated in A.Y.2017-18</u>			
Equipment	Manufacturer	Total Quantity	Price
Desktop computers	Lenovo	60	25,20,000
Laptops	Dell	10	
Projector		12	
USB Disk	Seagate	02	10,000
Smart Board		01	40,000

#### 4.2 Computerization of administration and library

- The entire administrative staff work is computerised, separate computers is provided with internet for individual staff
- The entire library administration system is computerised with Radio Frequency Identified (RFID) enabled for accessing, issuing books.
- In-house developed 'Bookwork' library software

#### 4.3 Library services :

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	44590	6883096	4679	762489	49269	7645585
Reference Books	10403	6241927	280	271055	10683	6512982
e-Books	-	-	-	-	-	-
Journals	107	277484	74	274325	112	551809
e-Journals	-	-	-	-	-	-
Digital Database			NLIST			
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

Items	Expenditure Rs.
(AIDED)	
Books	2,26,432
Journals	71, 548
Newspapers & Magazines	53, 351
(UNAIDED)	
Books	8,07,495
Journals	2,02,777
Newspapers & Magazines	40,199

Considered the sanctum sanctorum of an academic institution, the Library of our college has risen to the ever growing demands of both the student and teaching faculty over the years. Details for this academic year are as given below:

- (i) The Library acquired around **5000 books** and **77 journals** in the academic year 2017-18.
- (ii) The following data presents the expenditure incurred by the library in procuring books, journals, magazines, etc. (2017-18):
- (iii) The Book Bank Scheme of both the College and the University of Mumbai saw a good number of student beneficiaries' gain from this venture. 34 students availed the College Book Bank scheme and 96 students availed the University of Mumbai Book Bank Scheme.
- (iv) The Library arranged a Marathi book exhibition on 28th February 2018 on the occasion of Marathi Bhasha Gaurav Diwas.
- (v) The Librarian Mr.Sanam Pawar held an Orientation session on "How to Use Library E-Resources" for M.A., (Economics) students on 13th March 2018 at 2pm.
- (vi) The Library has successfully linked the library software to the accounts section in the Office. The Library now does not need to keep records of library defaulters.
- (vii) In order to increase the library circulation of books, the committee was advised to increase the lending of library books to 3 books per student.
- (viii) The library fine has been capped at 365 days.
- (ix) The Library has procured 2 computers with multi-media facilities which will now give students the opportunity to view films, videos, use e learning resources etc. This new initiative is done with a view to provide some variety to students as far choices in the library is concerned.

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	190	118	All computers	-	-	16	30	14*
Added	-	48	-	-	-	06	-	06
Total	238	166	230	-	-	22	30	20*

\* Library and Examination Committee Room

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

- Students of our College developed & added to features & content of College App, based on Android platform.
- Students operate and assist online Feedback System.
- Session on Basic computer training for online transactions use for parents by IQAC in September 2017.
- Placement cell launched website under guidance of an alumni student.
- Monthly display of student list with deficiency in attendance on college website.
- Notification of exam schedules, academic calendar, time-tables, lesson plans and events/programs on the college website from time to time.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	34,00,000
ii) Campus Infrastructure and facilities	53,14,000
iii) Equipments	
iv) Others	
<b>Total :</b>	

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

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

- CBCS Information
- Exam information
- UFM awareness
- NSS & WDC posters
- Anti ragging cell posters
- Library information to students
- Orientation programmes
- PTM attendance information
- Guidance to differently abled students (e.g. slow learners) through mentoring system
- Student welfare notice
- Freeship/Scholarship to minority students

#### 5.2 Efforts made by the institution for tracking the progression

Academic:

- 1) Analysis and Discussion of results
- 2) Subject and department wise result data discussed
- 3) Remedial courses
- 4) Aptitude test, career fest and career counselling
- 5) Mentee groups
- 6) Proficiency training and CS training and aptitude testing
- 7) Student feedback and exit forms
- 8) Mentor file including students academic, skills & achievements profiles
- 9) Feedback on workshops, add-on & certificate Courses conducted is taken.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4917	506	07	--

(b) No. of students outside the state

93

(c) No. of international students

06

No	%
2249	41.47

Women

No	%
3714	58.53



Last year 2016-2017							This Year 2017-2018						
General	SC	ST	OBC	Physically Challenged	DT/NT Others	Total	General	SC	ST	OBC	Physically Challenged	DT/NT Others	Total
5005	254	24	215	07	130	5635	5100	260	23	285	12	120	5800

Demand ratio 1:37 Dropout %

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

Nil

No. of students beneficiaries

-----

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

No. of students benefitted

Around 200

- Motivational quotes are put up on student & teacher notice boards twice in a week
- Meditation and Yoga session.
- A practice of 'Omkar Sadhana' for students of F.Y. and S.Y.B.Com throughout the year.
- Exhibition on the need and resources for counselling in Mumbai, 17<sup>th</sup> September 2017.
- Workshop on 'Jewellery making'.
- Personal and academic counselling by counselling cell throughout the year. This year 12 cases were effectively handled.
- Each department and faculty also do career counselling from time to time.

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
<b>100</b>	<b>800</b>	<b>162 (Placement) 301 (Internship)</b>	<b>49 (Placement)</b>

## 5.8 Details of gender sensitization programmes

- The Guest lecture was delivered by Prof .Deepa Chitnis on “Legal empowerment of women in India, Tools and Measures”.
- Organised Jewellery Making Workshop conducted by Dr.Mukta Pote.
- Thalassemia Test Drive for T.Y. Girl Students
- Help age India delivered talk on “Helping Senior Citizens” to girl students
- Mission sahasi (self defence workshop for female students).
- Rubella vaccination camp
- Women’s day celebration

## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	28+46=74	1,12,000 + 4,17,130 = 5,29,130
Financial support from government	01	100000
Financial support from other sources		
Number of students who received International/ National recognitions		

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level   
Exhibition: State/ University level  National level  International

**At institutional level** various programs, events, competitions are carried out through different forums such as Students forum, Investor forum and fests like Zenith, SMAC, mediatheque, Roars, Stellar, TechXposure and Celestial.

5.12 No. of social initiatives undertaken by the students

BMM: Name: **Suicide Aside**

Date: 10 September, 2017.  
Place: Nalanda Auditorium (SIMSR)  
Time: 10:30 am to 2:30 pm

2) Name: **Cleanliness Drive**

Date: 15 September, 2017.  
Place: Vikrant Circle and Tilak Road  
Time: 8:00 am to 11:00 am.  
Followed by,

3) Name: **Choke Smoke ("Anti-smoking" rally)**

Date: 15 September, 2017.  
Place: Start - Vikrant Circle - Tilak Road - 60 feet road to Somaiya College.  
Time: 3:00 pm to 6:00 pm.

4) Name: **Yes! Fitness (Health and fitness camp)**

Date: 17 September, 2017.  
Place: Lions garden, 60 feet road.  
Time: 8:00 am to 11:00 am.

5) Name: **High-gyiene (Distribution of Contraceptives)**

Date: 18 September, 2017.  
Place: Tansa pipeline, Vidyavihar.

6)Economics: Shramadaan in drought affected villages in Pune & satara districts, Maharashtra.

7)BAF & Commerce: Visit to old age home and orphanage.

8)Sociology: Socio-economic survey in rural hamlets in Sakarwadi.

### NSS

1. Drug Awareness - 28-06-2017, total participation 27
2. Tree Plantation - 01-07-2017, total participation 49
3. Street play & Pledge, 01-08-2017, total participation 75
4. Cleanliness drive , 04-08-2017 to 09 -08-2017, total participation 118
5. Waste Management , 11-08-2017, total participation 05
6. Shri. Ganesh Festival Crowd Control, 26,29,31-08-2017 and 05-08-2017, total participation 100
7. Blood Donation, 11-09-2017, Total participation 20
8. Thalassemia test drive , 11-09-2017, Total participation 25

9. Sulabha Special School, 18-08-2017, Total participation 68
10. World Peace & Harmony Conclave,13-08-2017 ,Total participation 25
11. Old Age Home, 29-09-2017, Total participation 90
12. Say No To Drugs (seminar), 20-01-2018, Total participation 50
13. Drive on No To Plastic Bag, 06-02-2018, Total participation 35
14. Blood Donation, 22-02-2017, Total participation 10
15. Mission Sahasi, 22-02-2018, Total participation 55
16. Rubella Vaccination, 01-03-2018, Total participation 12

5.13 Major grievances of students (if any) redressed: \_\_\_Nil (No grievances\_\_\_\_\_

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### VISION STATEMENT

To be a proactive centre of learning, enabling acquisition of knowledge combined with skill building leading to excellence.

##### MISSION STATEMENT

The following mission strategies have been evolved in order to attain the goals of the College and to create a harmonious society.

- Disseminate contemporary knowledge and promote multiple branches of learning.
- Impart knowledge through value based student centric education.
- Promote and facilitate quality research amongst faculty and students.
- Provide a learning continuum and make pedagogy more skill oriented.

#### 6.2 Does the Institution has a management Information System

- Complete accounting/online admission procedures
- HR procedures are on central online platform hence enabling management to have access to the institutional functioning.
- Attendance defaulters monthly information uploaded
- Library resources
- Library LAN and Inflightnet system
- Orientation programme conducted by all self finance courses
- Course / department proformas submitted via email to IQAC
- Academic & admin work diary is maintained giving daily activity details of faculty.
- Self appraisal submitted by each teacher at the end of the academic year.

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

##### 6.3.1 Curriculum Development

The College is following the syllabus of University of Mumbai

##### 6.3.2 Teaching and Learning

- Case Study
- Role Play
- Book Review
- Presentations
- Group Discussions
- Industrial visits
- Select application of flipped model classroom
- Application of concepts with empirical databases eg: financial ratio analysis based on annual reports of companies.
- Inter-disciplinary lectures/sessions.

### 6.3.3 Examination and Evaluation

All procedures as per Government and University norms are diligently followed.

At the institutional level maximum examination procedures are online to enable convenience and transparency.

- **Digitalization of examination committee process:**

- 1) New software for processing examination results purchased in the A.Y. 2015- 16. 16 named S3 SOFTTECH SOLUTIONS.

- 2) From this year, bar coding on marksheets is introduced to ensure security through the above software.

- 3) Additional examination forms for Internal are filled on-line by students through Brainstorm software.

- 6) Online ATKT/ Failure forms introduced from this academic year. Students can fill their online ATKT/Failure forms from their Somaiya account. Processing is done through brainstorm software.

- 7) Online ATKT/Failure forms upgraded to make it more student friendly throughout the year:

- Students are required to enter marks in the space provided. Apply field will get automatically ticked by software if the marks are below passing criteria.

- Print preview option given to students before submitting the forms to avoid errors in form filling.

- Students can fill the form for all the semesters in one form only.

- Software displays exact amount for the student including all the semester fees and late fee if any. It facilitates the accounts section of the college.

- We can link form filling record from brainstorm with our examination software with minimum efforts.

From this academic Year onwards we have introduced Additional examination for External also. Both Internal and External additional examination forms are filled online by students from their Somaiya account through brainstorm software.

Online Additional examination forms are provided with hall tickets of the students just like their regular/ATKT hall tickets to avoid anomalies in the examination process. i.e. in additional examination form Time table will be printed automatically while downloading the form. It will be preserved as their hall ticket.

- 6) As per university circular, Semester-I ATKT hall tickets were generated with the respective seat no provided by the University of Mumbai and distributed to the students. Linking from MKCL university software to college examination software is done through MS-excel.

- 7) Completely upgraded marksheet with PRN number provided by the university and separate Grades for internal, external and overall performance was generated by the college as per the latest guidelines by the University of Mumbai. Linking is done through MS-excel.

- 8) In case of FYBA, According to University guidelines optional papers needs to be scheduled within 3 days allocated by the university. University will provide 3 different sets of question papers, for each optional subject for these 3 days. Accordingly hall tickets of students were prepared and printed as per their subject combinations in Microsoft Visual foxPro software (the software we were using earlier for result processing).

- 9) From the academic year 2016-17 ATKT forms of Semester I and II need to be uploaded in MKCL Mumbai university website. The results of all the students of 17-18 were uploaded on the said website which enables to filter the data of ATKT students. Thus college strictly follows the university guidelines and uploads the ATKT forms. From this data university generates Hall tickets and student list for the respective examination.

Steering committee is responsible for continuous internal evaluation conduction and monitoring. The committee conducts class test for regular students and a separate additional class test for defaulter students in each semester.

#### 6.3.4 Research and Development

- National level Workshop on “Conducting & crafting high quality Research” with IIMA”.
- Guideline lecture for ‘Avishkar’ inter-university research convention.
- Subject-wise list of UGC approved journals was provided to faculties by IQAC.
- Application of ICT in research was specifically included as an exclusive session in the National Symposium on ‘Applications of ICT for Effective Outcomes in Higher Education’ organized by IQAC.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

The library is centrally digitized at institution level the library is well stocked with more than 40000 books. The student can also borrow books from the central campus library with a collection of almost 4 lakh books. To enhance research abilities College has subscribed to EBSCO online library. The College also subscribed Nlist. 24 hours broadband internet facility and personal computer for each faculty to be able to facilitate research.

ICT facilities are provided for academic and administrative purposes. A language lab and computer lab provide an opportunity for hands on training.

Seminar hall, research room, meeting room, staff room, girls common room, gymkhana, recording studio and residential facilities are made available. The college is under CCTV surveillance. Fire extinguishers and sprinklers have been installed in the college.

Installed Multimedia board for some interactive sessions  
Mobile App for searching books from mobile device.

#### 6.3.6 Human Resource Management

HR policies as laid down by Government, UGC and University are diligently followed. At the College level centralised Human Resource Management system enable Management to have direct access and monitoring.

#### 6.3.7 Faculty and Staff recruitment

Faculty and staff recruitment is down following the UGC, Government and University laid down norms. This year one administrative staff was appointed following laid down procedure.

### 6.3.8 Industry Interaction / Collaboration

<p>Collaboration with</p> <ul style="list-style-type: none"> <li>• IIT, Mumbai for NPTEL courses</li> <li>• IIT Super resource centre</li> <li>• Brain soft consulting for conducting Laptop repairing course</li> <li>• KDG Technology for Information Technology related Industry based courses</li> <li>• TCS for conducting C2C programmes</li> <li>• University of Fraser Valley, British Columbia, Canada</li> <li>• Weber State University, Weber, USA</li> <li>• eClerx Ltd , Mumbai</li> <li>• World Networking Services , Mumbai</li> <li>• ArthVidya, Bangalore</li> </ul>
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### 6.3.9 Admission of Students

<ul style="list-style-type: none"> <li>• The College has an ONLINE admission procedure for the allthe UG and PG courses at all level.</li> <li>• Admission is purely on merit basis ensuring transparency.</li> <li>• On the commencement of the college an orientation programme is conducted by several programme co-ordinators.</li> </ul>
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### 6.4Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Yes

6.5Total corpus fund generated

6.6 Whether annual financial audit has been done Yes  No

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

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



6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes      Yes        No   

For PG Programmes      Yes        No   

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Examination Cell of the College has started online hall ticket which is very convenient for students

- Online hall tickets
- Confidential process
- Exams and results are within given period
- Moderation: Moderator's feedback on assessment & question paper pattern.
- Bar coding on marksheets to ensure security
- Information regarding choice-based credit system is made available to all students in their academic calendar.
- Online results
- Digitalization of all exam process & information dissemination system.

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

All departments have prepared a rationale for the progression of papers/subjects, outlined a proposed syllabi & evaluation pattern and nominated tentative subject board. University committee visit is awaited.

6.11 Activities and support from the Alumni Association

- Participate as Guest speakers from industry
- Assist the college in placement activities
- Alumni Reunion

6.12 Activities and support from the Parent – Teacher Association

- Parent Teacher Meeting through mentoring system.
- Fresh membership was taken from parents under PTA.
- This year basic computer training was provided to parents by IQAC.
- Guest lectures are conducted by parents who are in professional field.

#### 6.13 Development programmes for support staff

NIL

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

- Composting of wet waste from college canteen
  - Rain water harvesting
  - Use of technology to minimise use of paper
  - Exhibitions on Energy Conservation
  - Planting trees by students
- Wildlife – Heritage Club programmes such as:
- World Environment Day Photo Challenge Competition (5<sup>th</sup> June 2017), Global Tiger Day
  - Display of posters and skit performance on diminishing volume of tigers (29<sup>th</sup> July 2017)
  - Preservation of Ozone Layer: Students got themselves engaged in using public transport ,carpooling, using a bicycle or walking to any destination (16<sup>th</sup> Sept.2017)
  - World Tourism Day Awareness drive (27<sup>th</sup> Sept. 2017)
  - National Bird Day (5<sup>th</sup> Jan. 2018)
  - Compost Literacy (10-15 March 2018).

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Workshop & Fest introduced by psychology department.
- College has collaborated with WNS for improving employability skills of the students.
- M.Sc IT course made research paper writing & presentation compulsory for the students.
- Exclusive website of placement cell was launched

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

- 1) Conduction of Parent Teacher Meeting by each mentor teacher
- 2) Book review and assignment to each student by mentor teacher
- 3) Mentor file/kit
- 4) Teacher's academic diary
- 5) Review and suggestions on Department activities via planning boards
- 6) Extension of Introduction to flipped model in TLP
- 7) Conduction of employability test
- 8) Entry level feedback from FY students was taken. Exit form with rating scale via student feedback committee & parents feedback via PTA
- 9) Entrepreneurship Development Cell sessions in collaboration with AIFMB.

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

- Parents & students are informed about the deficiency in attendance of the students from time to time followed by disciplinary action.
- Transparency in information management system.
- Initiatives by students in placement cell & training activities.

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

#### 7.4 Contribution to environmental awareness / protection

- World Environment Day Photo Challenge Competition (5<sup>th</sup> June 2017), Global Tiger Day
- Display of posters and skit performance on diminishing volume of tigers (29<sup>th</sup> July 2017)
- Preservation of Ozone Layer: Students got themselves engaged in using public transport ,carpooling, using a bicycle or walking to any destination (16<sup>th</sup> Sept.2017)
- World Tourism Day Awareness drive (27<sup>th</sup> Sept. 2017)
- National Bird Day (5<sup>th</sup> Jan. 2018).
- Compost Literacy (10-15 March 2018).
- NSS
- Tree Plantation - 01-07-2017, total participation 49
- Cleanliness drive , 04-08-2017 to 09 -08-2017, total participation 118
- Waste Management , 11-08-2017, total participation 05
- Seminar (Rally On River), 23-08-2017, total participation 26
- Rally On River, 01-09-2017, total participation 75
- Drive on No To Plastic Bag, 06-02-2018, Total participation 35

7.5 Whether environmental audit was conducted? Yes  No

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

- S - Young enthusiastic proactive teachers  
Well behaved meritorious disciplined students
- W - Students with less exposure and English language proficiency is weak
- O - Students are receptive and can be motivated and moulded
- T - Students from humble economic background have difficulty in investing on personal development  
Teachers need more exposure and research acumen

## 8. Plans of institution for next year

- Preparation of Self Study Report for NAAC re-accreditation
- Workshop on entrepreneurship development for students.
- The scope of flipped Class room model and interactive modes of teaching learning to be enhanced along with measurement of select learning outcomes. Review and presentation of teaching-learning process and activities carried out by each department/course to IQAC.
- Guideline cum training sessions on E-content for curriculum delivery for faculties and other faculty enrichment programs/sessions.
- You tube channel facilitated by the library
- To explore possibilities for sources of funding (other than UGC & University of Mumbai) & opportunities for inter-disciplinary research and provide such information to the faculty.
- Involvement & contribution of alumni and industry experts via guest lectures arranged by departments.
- To extend sessions under Parent Teacher Association.
- To procure updated computers & software infrastructure along with storage devices and scanner, printer etc and exclusive working space for IQAC.

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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**Abbreviations:**

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

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