

# The Annual Quality Assurance Report (AQAR) of the IQAC SIES COLLEGE OF ARTS SCIENCE AND COMMERCE

## AQAR for the year 2016-17

### Part – A

#### 1. Details of the Institution

1.1 Name of the Institution : **SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE**

1.2 Address Line : **Plot number 83/84 and 106/107**

Address Line 2 : **Sion (West)**

City/Town : **Mumbai**

State : **Maharashtra**

Pin Code : **400022**

Institution e-mail address : **siesascs@siesascs.net**

Contact Nos. : **022 -24072729, 022 24071077**

Name of the Head of the Institution : **Dr. Uma Shankar**

Tel. No. with STD Code : **022-24096633**

Mobile : **+91 9920186024**

Name of the IQAC Co-ordinator : **Dr. Manju Phadke**

Mobile : **9892025551**

IQAC e-mail address : **iqac@siesascs.net**

1.3 NAAC Track ID : **MHCOGN10472**

1.4 NAAC Executive Committee No.

& Date : **EC/52/RAR/72 & 28-03-2010**

1.5 Website address : **www.siesascs.net**

Web-link of the AQAR : **http://siesascs.edu.in/iqac/aqar.php**

1.6 Accreditation Details

S.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	NA	08/01/2004	07/01/2009
2	2 <sup>nd</sup> Cycle	A	3.14	28/03/2010	27/03/2015
3	3 <sup>rd</sup> Cycle	A	3.51	11/05/2015	10/05/2020

1.7 Date of Establishment of IQAC : **11/05/2004**

1.8 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 (2014-15) submitted to NAAC on 01/10/2015
- ii) AQAR (2015-16) submitted to NAAC on 30/08/2016

1.9 Institutional Status

University: State  Central  Deemed  Private

Affiliated College: **Yes**

Constituent College: **No**

Autonomous college of UGC: **No**

Regulatory Agency approved Institution: **No**

Type of Institution: **Co-education , Urban**

Financial Status : **Grant-in-aid, UGC 2(f), UGC 12B, Grant-in-aid + Self Financing**

1.10 Type of Faculty/Programme: Arts, Science and Commerce: **UG, PG, Ph.D.**

1.11 Name of the Affiliating University: **University of Mumbai**

1.12 Special status conferred by Central/ State Government

UGC/CSIR/DST/DBT/ICMR etc : ---

Autonomy by State/Central Govt. / University: **Applied for – In process**

University with Potential for Excellence UGC-CPE: **No**

DST Star Scheme UGC-CE : **Star Grant applied for 7 science departments, namely: Physics, Chemistry, Botany, Zoology, Microbiology, Biotechnology, Computer Science. Result awaited.**

UGC-Special Assistance Programme DST-FIST: **Applied for**

UGC-Innovative PG programmes: **No**

UGC-COP Programmes: **No**

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	:	<b>12</b>
2.2 No. of Administrative/Technical staff	:	<b>2</b>
2.3 No. of students:	:	<b>2</b>
2.4 No. of Management representatives	:	<b>2</b>
2.5 No. of Alumni:	:	<b>2</b>
2.6 No. of any other stakeholder and community representatives	:	<b>1</b>
2.7 No. of Employers/ Industrialists	:	<b>1</b>
2.8 No. of other External Experts	:	<b>1</b>
2.9 Total No. of members	:	<b>23</b>
2.10 No. of IQAC meetings held	:	<b>10</b>
2.11 No. of meetings with various stakeholders:	<b>Total No: 10</b>	
Faculty: <b>6</b> Non-Teaching Staff: <b>2</b> Students: <b>1</b> Alumni : <b>1</b> Others :---		

2.12 Has IQAC received any funding from UGC during the year? **No**  
If yes, mention the amount : **NA**

2.13 Seminars and Conferences (only quality related)

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

**Total Nos. : 02**

International:- -- National:**1** State: -- Institution Level:**1**

(ii) Themes

- National level seminar on “Intellectual property rights”
- Research Hub’ – ‘Jigyasa’, a forum to encourage faculty members/research scholars/students to participate, discuss and share their views on ideas, concepts, research articles, research papers, book reviews, current affairs among others.

2.14 Significant Activities and contributions made by IQAC:

- IQAC prepared for the visit of the inspection committee by University of Mumbai for granting Autonomous status
- IQAC prepared the Application for NIRF
- IQAC conducted internal academic audit
- IQAC helped in formation of Jigyasa, a research hub.
- IQAC promoted Avishkar, the Research Scholars’ meet at the University level. One PhD scholar from the institution represented Mumbai University at the

National Level Research Scholars' meet after winning at the University, Zonal and State levels

- f) IQAC has been instrumental in applying for FIST grant
- g) IQAC was actively involved in monitoring the Employees Co-operative Credit Society
- h) IQAC was actively involved in the ISR activities of the institution
- i) IQAC has been actively involved in helping teachers prepare for their CAS.

### 2.15 Plan of Action by IQAC/Outcome:

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

Plan of Action	Achievements
Prepare the Application for autonomy	Process is ongoing. Awaiting the UGC committee
Improve student performance	Enthusiastic participation of students in academic and co curricular activities has been witnessed.
Develop a Research Centre for Ph.D students	PhD research centre is fully equipped with internet and Computers
Digitisation of student admissions	Student admission for all classes has been online.

\* Please see Annexure-I for Academic Calendar & Annexure-II for Examination Calendar

### 2.15 Whether the AQAR was placed in statutory body: Yes

Management: Yes      Syndicate : ----      Any other body: CDC

Provide the details of the action taken:

- 1) Processes like composting and rain water harvesting to be continued.
- 2) Improving features of college web site.
- 3) LED lights to be installed in a phased manner, old fans replaced with new ones in a phased manner so as to reduce the electricity bills.
- 4) To complete digitisation of attendance.

## 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	04	-	-	-
PG	10	-	07	-
UG	06	-	06	
PG Diploma	05	01	06	06
Advanced Diploma	03	-	03	03
Diploma	05	01	06	06
Certificate	44	04	44	09
Others	05	-	05	05
Interdisciplinary	05	02	05	03
Innovative	04	01	04	-
<b>Total</b>	<b>91</b>	<b>09</b>	<b>86</b>	<b>32</b>

\*Application for PhD programme in English under process

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options:  
**Credit Based Semester Grading System as per University of Mumbai guidelines.**

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	<b>16 (6 UG +10 PG)</b>
Trimester	None
Annual	None

1.3 Feedback from stakeholders (On all aspects)\*

Alumni  Parents  Employers  Students   
Mode of feedback : Online  Manual  Co-operating schools(for PEI)

Please refer to Annexure-III, IV, V and VI for analysis of the feedback

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

**Revision of syllabus was undertaken by the respective Board of studies, University of Mumbai, as reflected in the table below.**

Objective: To make the syllabus more relevant to the current needs and enhance employability of students.

Sr No	Department	Class	No of Papers revised	Sr No	Department	Class	No of Papers revised
1	Statistics	FYBSC	2	14	Zoology	SYBSc	4
2	Information Technology	FYBSCIT	5	15	Philosophy	FYBA	1
3	English	FYBA	2	16	Psychology	FYBA	1
4	Hindi	FYBA	2	17	Chemistry	FYBSc	2
5	Commerce	FYBCOM	1	18	Biotechnology	TYBSc	1
6	Computer Science	FYBSc	7	19	Biotechnology	FYBSC	6
7	Computer Science	SYBSc	3	20	Economics	FYBA	1
8	BMS	FYBMS - I	7	21	Commerce	FYBCOM	1
9	BMS	SYBMS – sem 3 and 4	6	22	Politics	FYBA	1
10	BMS	TYBMS - V	11	23	Politics	SYBA	3
11	BMS	TYBMS - VI	10	24	Physics	FYBSC	4
12	Mathematics	TYBSc	4	25	Botany	FYBSc	2
13	Statistics	FYBSc	2	26	Microbiology	TYBScSem V& VI	4
				27	BMM	TYBMM	6

**Total number of papers revised: 99**

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
98	69	29	0	0

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

#### 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
8	0	0	0	0	0	0	0	8	0

#### 2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest:  Visiting:  Temporary:

#### 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State Level
Attended Seminars / Workshops	33	50	23
Presented papers	19	41	05
Resource Persons	03	03	04

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

In order to fulfil the need to empower the learners with global competency, innovative Training Programmes were adopted by the institution through collaborative ventures with NPTEL- IIT Madras, Ambition Learning Solutions (ALS) & TMC,Ufaber.

New courses introduced under them are:

- **Online Certification Courses** under the Ministry of Human Resources Development, Govt. of India to provide web and video courses in various disciplines of Engineering, Basic Sciences, Management and Humanities, as National Programme on Technology Enhanced Learning (NPTEL), IIT Madras with
  - **1096 beneficiaries**

- **60 different courses**
- **327 who appeared for NPTEL Online Course Examination**
- opted by both the students and staff
- **19 student-toppers and 5 teacher-toppers**
- **P.G. Diploma in Hindi** approved by University of Mumbai.
- **Advanced Excel** in association with **Ocean –Infotech**
- **Soft Skills**
- **Creative Writing**

In addition to these new courses, following Self-Enrichment Programmes and Autonomous Courses are being conducted:

- Certificate course in Hindi Translation approved by University of Mumbai.
- **Ufaberskill** based course on **HADOOP**
- **Ufaberskill** based course on **Perfect English Speaking**
- NET/SET Lecture series

IQAC encourages teachers to use digital media for reaching out to students in a faster and easier manner. Also students are encouraged to take advantage of the vast collection of books and online resources in the library.

- Open access to Library resources with a repository of 67,993 books, 2,249 e-books, 10 e-journals, 79 Magazines, 2,270 CDs/VCDs / DVDs and 95 maps/ charts.
- Virtual classrooms implemented through Skype /Google Hangout.
- Use of Social networking apps on mobile phones for sharing information, solving the queries, posting lecture synopsis, assignments
- Increased number of Industrial/Field visits enabling sensitization, creating awareness and comprehending socio-economic needs
- Various ISR activities, workshops on health & hygiene, anger & stress management and team building; puppet shows with different socio-cultural themes, survey visits to widen the scope for experiential learning
- Various cultural programmes for under privileged across age, caste and gender
- Well-equipped Prajnya Vision centre with assistive technological gadgets for the visually challenged students with a full-time coordinator
- Organisation of seminars, workshops, guest lectures, training programs, screening of films, exhibitions for students.

2.7 Total No. of actual teaching days during this academic year: 

182
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2.8 Examination/ Evaluation Reforms : initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

As a college affiliated to the University of Mumbai, we adhere to the evaluation reforms as per its guidelines. The evaluation pattern is as follows.

- **First Year Classes:**  
Semester end examination of 100 marks in each paper, except in the subject of Foundation Course, in which Semester end examination is of 80 marks and Internal



Evaluation is of 20 marks. Centralised Question paper setting by university for the first year classes implemented from 2016-17. Additional examinations are conducted as per university rules.

- Second Year and Third Year classes:  
In each semester, one Internal Evaluation class test of 25 marks and a Semester end examination of 75 marks in each paper. Additional examinations as per university rules.
- E - supervision slips to notify staff about examination duties
- Photo copy of answer books made available to students on request to maintain transparency in evaluation process.

**‘Do not copy, be happy’** institutional campaign conducted where students go from class to class to spread word on the adoption of fair means in any examination.

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

Member of Board of studies	Member of Syllabus Revision Committee	Attended Syllabus/ Curriculum Development workshop
4	28	16

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage:

April-2016 Results							
Course	'O' Grade	'A' Grade	'B' Grade	'C' Grade	'D' Grade	'E' Grade	College Pass %
TYBA	9.78	32.60	20.11	11.96	4.35	0	78.80
TYBSc	26.92	32.69	12.18	4.49	1.92	0	78.21
TYBCom	1.87	48.60	27.10	14.95	0.47	0	92.99
TYBMM	2.94	45.59	32.35	5.88	7.35	0	94.12
TYBMS	10.61	62.12	19.70	1.52	0	0	93.94
TYBSc(IT)	9.09	54.54	10.91	5.45	0	0	80

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

The IQAC organized:

- **a workshop on Career Advancement Scheme**
- Training sessions on the **effective use of ICT and smart boards**
- **Induction training and Guidance** for the newly appointed staff for effective transaction of the syllabus

To monitor the teaching-learning process:

- Heads of the Department meet to review the progress of teachers' lesson plan on a monthly basis
- Any deviations in the lesson plans are noted and rectified
- Students' evaluation of teachers is analysed and Heads of the Department forward the feedback to the staff members

## 2.13 Initiatives undertaken towards faculty development

<b>Faculty / Staff Development Programmes</b>	<b>Number of faculty benefited</b>
Refresher courses	<b>5</b>
UGC – Faculty Improvement Programme	<b>2</b>
HRD programmes	<b>3</b>
Orientation programmes	<b>7</b>
Faculty exchange programme	<b>0</b>
Staff training conducted by the university	<b>16</b>
Staff training conducted by other institutions	<b>78</b>
Summer / Winter schools, Workshops, etc.	<b>0</b>
Others	<b>6</b>

## 2.14 Details of Administrative and Technical staff

<b>Category</b>	<b>Number of Permanent Employees</b>	<b>Number of Vacant Positions</b>	<b>Number of permanent positions filled during the Year</b>	<b>Number of positions filled temporarily</b>
Administrative Staff	99	03	NIL	11
Technical Staff	12	00	NIL	NIL

## **CRITERION – III**

### **3. Research, Consultancy and Extension**

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

- In order to inculcate scientific aptitude and enrich research culture among students, IQAC was instrumental in the introduction of a Research Hub-Jigyasa. Under the aegis of Jigyasa, IQAC organized: research scholar meet, guest lectures by eminent scientists and entrepreneurs which was well received by the students.
- IQAC organized a panel discussion by staff members who have availed of various fellowships such as Fulbright; Humboldt and ICSSR with a view to encourage and inspire other faculty members to apply for such programs.

#### 3.2 Details regarding major projects

	<b>Completed</b>	<b>Ongoing</b>	<b>Sanctioned</b>	<b>Submitted</b>
<b>Number</b>	-	1	1	-
<b>Outlay in Rs. Lakhs</b>	-	13.60	9.45	-

#### 3.3 Details regarding minor projects

	<b>Completed</b>	<b>Ongoing</b>	<b>Sanctioned</b>	<b>Submitted</b>
<b>Number</b>	2	2	1	1
<b>Outlay in Rs. Lakhs</b>	0.55	5.2	0.35	0.25

#### 3.4 Details on research publications

	<b>International</b>	<b>National</b>	<b>Others</b>
<b>Peer Review Journals</b>	19	03	--
<b>Non-Peer Review Journals</b>	04	09	04
<b>e-Journals</b>	-	--	--
<b>Conference proceedings</b>	02	02	--

#### 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(Rs.)	Received(Rs.)
Major projects	1 ongoing	UGC	13,60,000/-	9,45,000/--
Minor Projects	2 ongoing	UGC UGC	3,10,000/- 4,50,000/-	2,65,000/- 2,55,000/-
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	1 ongoing 2 submitted	University of Mumbai	35,000 30,000 25,000	35,000 30,000 25,000
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)	--	--	--	--
<b>Total</b>	6		22,10,000/-	15,55,000/-

3.7 No. of books published i) With ISBN No.

ii) Without ISBN No.

iii) No. of 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- Nil

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	5	1	---	----
Sponsoring agencies	---	ICSSR & other agencies	ACTREC & other agencies	----	----

3.12 No. of faculty served as experts, chairpersons or resource persons 29

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

3.14 No. of linkages created during this year 2

3.15 Total budget for research for current year in lakhs : 7 lakhs/-

From funding agency --- From Management of University/College 7 lakhs/-  
Total 7 lakhs/-

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
24	1	14	--	3	1	5

3.18 No. of faculty from the Institution

who are Ph. D. Guides 8  
and students registered under them 12

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  SR  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

- Under the institution's **Central Training Programme** teachers are encouraged to contribute valuable research articles for **ADHIGAM**, monthly e-journal
- Participation of students in Blood donation camps
- Participation in pulse polio drives
- Participation in voting awareness rally
- One week NSS camp at Kawthewadi
- Kawthewadi villagers were motivated to sew and sell aprons and thereby financially empowering the villagers. The villagers were successful in selling around 100 aprons

## **CRITERION – IV**

### **4. Infrastructure and Learning Resources**

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

<b>Facilities</b>	<b>Existing</b>	<b>Newly created</b>	<b>Source of Fund</b>	<b>Total</b>
Campus area	25,000 sq.ft.	NIL	-	25,000 sq.ft.
Class rooms	33	NIL	-	33
Laboratories	23	NIL	-	23
Seminar Halls	1	NIL	-	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.		1*	College	1*
Value of the equipment purchased during the year (Rs. in Lakhs)	191.92	44.69	UGC & College	236.61
Others	81.11	18.57	UGC & College	99.68

\* IBM Lenovo Server purchased

#### 4.2 Computerization of administration and library

- 1) i- web for faster and paper free admission process
- 2) E- supervision slips to notify staff about examination duties
- 3) Development of attendance software
- 4) Fully automated library with KOHA version 3.22.01.000 software
- 5) OPAC is provided on cloud computing
- 6) Mail alerts are sent to the users to ensure timely return of library books
- 7) Access to internet is provided along with INFLIBNET and other e-resources

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	64,895	105,31,913	835	6,33,867	65,730	111,65,780
Reference Books	2,245	9,06,063	18	36,948	2,263	9,43,011
e-Books	2,249	-	-	-	2,249	-
Journals	95	2,76,833	94	2,13,855	94	2,13,855
e-Journals	10	-	-	-	10	-
Digital Database	-	-	-	-	-	-
CD & Video	2,212	58,728	58		2,270	58,728
<b>Others (specify)</b>						
Magazines	86	79,819	79	68,941	79	68,941
Newspapers	16	20,014	16	19,613	16	19,613
Maps/ Charts	95	15,965	-	-	95	15,965

#### 4.4 Technology up gradation (overall)

	Total computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	299	5	10 mbps	21	7	23	70	206
Added	38	-	10 mbps	-	-		35	3
Total	337	5	20 mbps	21	7	23	105	209

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

Training in optimum usage of Office 365 for teachers
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#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	0.63
ii) Campus Infrastructure and facilities	8.24
iii) Equipments	1.80
iv) Others	0.06
<b>Total :</b>	<b>10.73</b>



## CRITERION – V

### 5. Student Support and Progression

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

At the beginning of every academic year , the IQAC creates awareness about student support services by designing a blueprint. The activities planned by IQAC are communicated to the students through the following:

- Orientation programmes - Conducted for first year students and parents
- Class to class campaign - to spread awareness about special events and services.
- College notice boards, Website and social networking media like face book, WhatsApp
- Posters and Banners in prominent places in the college - to spread awareness about workshops, seminars, exhibitions, blood donations, competitions.
- The College Magazine (Dakshinayanam) and the college newsletter (Skyline)
- Staff members - play a crucial role in the dissemination of information about student support services.

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

- Spandan – a special cell at the institution level, facilitates financial assistance to needy students
- Class tests are conducted to assess the performance of students
- Remedial program for underperforming students
- Special coaching for slow learners
- Intensive coaching for high achievers
- Placement and internship for UG and PG students
- Special classes are conducted to teach Communication Skills in English for students from vernacular mediums in order to enhance their employability
- A qualified counsellor appointed by Management to provide free Personal counselling to students

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

UG	PG	Ph. D.	Others
3096	234	7	320

(b) No. of students outside the state

29

(c) No. of international students

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Men	No	%	Women	No	%
	1206	32.98		2451	67.02

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3195	93	07	158	16	3469	3463	76	22	79	17	3657
Demand ratio : 8.5 Forms: 1 Seat						Dropout: 3.2%					

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

- The college has a well - equipped library with 67,993 books, 2,249 e-Books, 94 journals, 10 e-Journals, and 79 magazines, 2,270 CDs and 16 newspapers which aid the students in their examination. Library is equipped with guidance manuals and books for TOEFL, GMAT, CPT, GRE, CET, CAT, NET /SET examinations
- Free internet access is provided
- Alternate examination schedule is provided in the event of competitive examinations clashing with regular college test/practical examinations
- Faculty encourages , supports and assists students to prepare for competitive examinations eg : Common Defense entrance test , UPSC, MPSC and Banking Exam, NET, SET
- Staff members also help students appearing for other exams : CAT, CA, Entrance exams for MA and MSc, MCA ,TOEFL, GRE, IELTS, PET as also entrance exams for courses in autonomous institutions like IIT, NCBS, TIFR, IISc, NMIMS, IISER, ICT and IIPS
- Workshops and orientation programmes are conducted for competitive examinations like UPSC and MPSC.

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

- Pre admission and post admission counseling provided with respect to various course combinations
- Orientation programme for freshers and their parents to familiarize with :
  - Academic requirements
  - Library facilities
  - NCC and NSS unit activities
  - Life-long Learning and Extension scheme
  - Gymkhana activities
  - Centre for Excellence programs

- Rotaract club activities
- Cultural activities
- ISR activities
- Counselling cell
- Parent teacher meetings held for interactive counselling
- ‘Teachers as mentor’ concept designed to counsel students
- An in house **professional counseling** centre provides counseling free of cost to the students. This centre also gives presentations regarding career options on a class to class basis
- Placement cell arranges workshops, guest lectures for career guidance and invites companies for campus placement
- Departments arrange lectures/seminars/workshops related to career options
- Centre for Excellence in association with Departments enhance employability skills of the students
- Innovation Hub – A project of Computer Science Department, gives hands on experience to students as they develop software programs for college admission, website & examination committees.

### **Career Counselling:**

The placement cell and departments organise various activities related to career counselling. Details of 45 Career guidance programmes are listed in Annexure - VII

No. of students benefitted 2309

#### 5.7 Details of campus placement

	<i><b>On campus</b></i>		<i><b>Off Campus</b></i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
9	98	26	505

#### 5.8 Details of gender sensitization programmes

- 1) Campaign by FYBMM students for women empowerment at Kawthewadi
- 2) Discussions about rights of LGBTQ
- 3) A street play called ‘Mulgij jhali ho’ was conducted in college by Stree Mukti Sanghatana

## 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

	<b>Number of Students</b>	<b>Amount Rs.</b>
Financial support from institution	85	10,88,600
Financial support from government	15	75,000
Financial support from other sources	1	5,000
Number of students who received International/ National recognitions	-	-

## 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 2

## **CRITERION – VI**

### **6. Governance, Leadership and Management**

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

VISION: To facilitate a student centered environment where the intellectual, cultural, social, physical and recreational needs of the students are fulfilled.

MISSION: With a spirit of sincerity we:

- Foster an integrated character, imbued with high moral, social, ecological and spiritual values in students
- Respect cultural and ethnic diversity in the community
- Set high standards of academic, professional and societal performance
- Empower students with leadership training skills to enable them to be agents of social change
- Equip students with global competency
- Develop inquisitive minds to inculcate a culture of research
- Mould teachers to be Role Models for students

#### 6.2 Does the Institution has a Management Information System:

Yes, The MIS is designed to have an effective communication of information, to measure, control and manage the events of the institution.

The aims of MIS are:

- To guide resource allocation
- To build a culture of continuous improvement
- To manage student attendance, results and student data

The MIS consists of four sections:

- Status of Admission
- Faculty matters
- Student Record Management
- Facilities Management

The reports of the activities include:

- Student Enrolment
- Student Attendance
- Student Performance
- Staffing Pattern
- Utilisation of Grant-in Aid received
- Library

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

#### 6.3.1 Curriculum Development :

Faculty members are encouraged to be on Board of Studies, Syllabus Revision Committees and Academic Council of the University. Our college is in the process of getting the autonomous status; hence all the senior staff members of the college have been involved in curriculum development and framing syllabi.

Syllabus of autonomous courses is revised every year keeping in mind the requirements of the industry.

In the last academic year 9 (Nine) courses were started under the umbrella of Centre of Excellence.

The following programmes were introduced in 2016-17

- Our college has been selected as a centre by IIT Chennai to conduct their online NPTEL courses wherein **19 students and 5 faculty** excelled at the National level

#### 6.3.2 Teaching and Learning

- Lesson Plans are made by staff and periodic review is taken at the department level
- Internal Academic Audit is conducted
- ICT enabled teaching is adopted
- Blended learning is used
- E-learning resources are provided
- Guest lectures by eminent personalities and experts from various fields are held
- Industrial visits, excursions and field trips are organised by departments
- Interactive teaching methods are adopted
- Films are screened to teach classic novels in languages
- Role plays, skit performances, debates, etc. are held
- Computer facility with internet to students and staff is available
- Newspaper clippings on current and relevant topics are displayed
- A Variety of customized programmes are offered in order to bridge the gap during the Academic year

### 6.3.3 Examination and Evaluation

- An examination committee is appointed for the smooth functioning of exams
- Internal audit is conducted to check and monitor examination and evaluation process
- The Institution conducts the Semester End Exams and Internal Exams at a centralized level
- Examination supervision duty is notified via official e-mail
- Preliminary exams are conducted in some departments
- In- house printing of papers to maintain confidentiality
- Separate examination control room with internet and reprographic facilities , equipped with CCTV camera is present.
- Results are declared within 30 days of the Exam

### 6.3.4 Research and Development

- Research Advisory committee is empanelled
- Research Centre with computers, Internet and reprographic facilities is available for PhD scholars.
- Six seminars, both national and state level were organized
- Teachers are encouraged to publish papers in journals
- Registration money is reimbursed
- Duty Leave is granted for attending seminars and workshops
- Students are trained to conduct research activities
- Computers, printers and internet facility are provided to faculty
- Regular colloquia are conducted to create a research atmosphere in the institution
- Students both undergraduate and postgraduate are encouraged to participate in Avishkar, A research scholars' meet conducted by the University of Mumbai and other similar events
- Jigyasa, a research hub has been initiated for students. Weekly meetings are held.

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

- Library has free internet facility and has installed the KOHA software
- Cubicle with computer, printer and internet facility for research students and staff
- 58 CDs, DVDs are added
- Repository of Departmental lectures and presentation for students' reference
- INFLIBNET facility for staff members and PG Students
- Reading Hall with photocopying facilities, computers with Internet and OPAC
- Computer Centre for Visually Challenged students with facilities for recording, scanning, conversion of text and Braille printing
- Five computer laboratories
- Four tissue culture laboratories
- One chromatography laboratory
- All departments are ICT enabled

### 6.3.6 Human Resource Management

- Department of Human Resource Development is instituted by the management to appoint, monitor and manage the process of selection, fixation of salary and other emoluments for the staff appointed in the institution.
- Training is imparted at the centralised level to the staff on various topics so as to enrich the knowledge
- Leave record, attendance record is monitored and maintained by this department
- Facilities like group medical insurance, gratuity are provided to the staff members

### 6.3.7 Faculty and Staff recruitment

- Vacant Posts are advertised as per University Norms one in English and one in regional language newspapers
- Selection process is followed as per the prescribed norms
- Demonstration lecture of the short listed candidates is organised
- Appointment is made with the approval of the University of Mumbai
- Management bears the salary of the new appointees till the University and the Government authorities confirm the appointment
- Qualified faculty with PhD and NET/SET are paid sixth Pay scales by the management.

### 6.3.8 Industry Interaction / Collaboration

- Invited Guest lectures by experts from various industries

### 6.3.9 Admission of Students

Forms have been made available on the college website. Selected students have been informed via SMS besides displaying the merit lists on the College notice boards and College website.

- Admissions are managed and monitored by the admission committee, statutory committee appointed by the authority
- Online process of admission is followed for all classes.
- University provides guidelines and schedules for the admission of students
- Admissions are done strictly on merit basis
- Merit Lists are displayed on the college notice board as well as on college website
- Management has withdrawn its claim over the management quota and have released the seats to be filled completely on merit basis thereby making our college a capitation free institution
- Management conducts audit of the admission process to check that fair and transparent admission process has taken place



#### 6.4 Welfare schemes for

Teaching	Provident Fund from the time of appointment, Gratuity and medical claim, Reimbursement of registration fees for paper presentations, Co-operative credit society, disbursement of loans for emergencies, felicitation of teachers on completion of 25 years and super-annuation, appreciation certificates to teachers for their outstanding contribution in research and publication
Non teaching	Co-operative credit society, disbursement of loans for emergencies and medical insurance, sponsoring participation in sports and other activities, felicitation of non-teaching staff on completion of 25 years and super-annuation, free tea coupons are provided
Students	Scholarships and Endowment Prizes, freship, instalment facility for the payment of fees and for very needy student management waives fees, free meals are provided to visually challenged students, free internet facilities, appreciation certificates for their outstanding contribution in academics, extra- curricular & co-curricular activities and for community services. Management has instituted a special scholarship termed as SEAT for the deserving and needy students

6.5 Total corpus fund generated : Rs. One Crore

6.6 Whether annual financial audit has been done? Yes , at the Management Level and Government Level

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Head of the Institution and IQAC
Administrative	No		Yes	Head of the Institution and IQAC

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

For UG Programmes    Yes     No

For PG Programmes    Yes     No

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

- **NA**

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

6.11 Activities and support from the Alumni Association

- Installed LED lights in the college office and energy saving fans in the classrooms.
- Contributed an audio- visual set in the multimedia room.
- Mounted solar panels in the adopted village Kawathewadi in association with L&T
- Organised a health check up camp for the girl students
- Facilitated in placements and internships
- Visited as resource persons to various departments

6.12 Activities and support from the Parent – Teacher Association

- Interactive meetings with parents held by each department at the institutional level
- Parents help in placements

6.13 Development programmes for support staff

Workshops were organised for enhancing

- Computer Literacy
- Communication skills
- Anti stress management
- English speaking
- Drafting notices
- Improving interpersonal skills
- Improving team work

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

- Conservation of electricity
- New plants are added to Herbal gardens
- Cleanliness drives are carried out
- Rain Water Harvesting initiated in the campus
- Campus made a zero waste campus by installation of a compost pit .The pit is managed by the NSS students of the college

## **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.

- 1) New website designed by the faculty and students of computer science department has made the institution self- reliant
- 2) Online admissions and generation of merit lists has eased out the admission process
- 3) Value lab initiated has enhanced student participation in group activities and extension services

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

Based on the plans made at the beginning of the year:

- 1) Research has increased at both student and faculty level.
- 2) LED lights are being fitted in a phased manner by Alumni as a part of green initiatives
- 3) Social transformation of villagers at Kawathewadi by empowering them with skills such as tailoring.
- 4) Sale of Lab aprons tailored by the people of Kawathewadi was organised
- 5) Students are sensitised towards the needs of rural people by offering their expertise at Kawathewadi

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

- 1) Jigyasa
- 2) Value Lab

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

7.4 Contribution to environmental awareness / protection

- 1) E waste management
- 2) Installation of solar panels at Kawathewadi
- 3) Installation of new fans and LED lights to save energy
- 4) Continuation of composting and rain water harvesting

7.5 Whether environmental audit was conducted? **No**

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

**Strength:**

- Dedicated staff and proactive management
- Student fabric is cosmopolitan though college has a minority status
- Centrally located campus and access from central, harbour and western sides

**Weakness:**

- Space constraint
- Conducting sport activities in hired playgrounds

**Opportunity:**

- Patents
- Inter disciplinary research

**Threat:**

- Competition from neighbouring colleges

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

- 1) Acquiring academic autonomy
- 2) Encourage and train faculty to develop E content and virtual lectures
- 3) Initiate new autonomous academic programmes
- 4) Financially empower the residents of Kawathewadi by imparting skill based education
- 5) Implementation of research programmes under the Star grant.



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*Name : Dr Manju Phadke*

*Signature of the Coordinator, IQAC*



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*Name : Dr Uma Shankar*

*Signature of the Chairperson, IQAC*

## ANNEXURE:I

### Academic Calendar

#### Term Calendar as per University of Mumbai Circular no. UG/1-A of 2016-17

The arrangement of terms for the academic year <b>2016-2017</b>	
<b>First term</b>	6 <sup>th</sup> June 2016 to 25 <sup>th</sup> October 2016
<b>Second Term</b>	15 <sup>th</sup> November 2016 to 30 <sup>th</sup> April 2017
<b>Diwali vacation</b>	26 <sup>th</sup> October 2016 to 14 <sup>th</sup> November 2016
<b>(Winter Break)</b>	26 <sup>th</sup> December 2016 to 1 <sup>st</sup> January 2017
(In all cases both days included)	

## ANNEXURE:II

### EXAMINATION CALENDAR

SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE  
SIES (WEST), MUMBAI - 400 022  
(GREAT WALLS)

**EXAMINATION CALENDAR - 2016 - 2017**

Sl. No.	First Semester Examination for F.Y. Classes	Third Semester Examination for S.Y. Classes	First Semester Examination for F.Y. Classes	Second Paper Examination for F.Y. & S.Y. Classes for B.A. & A.P.P.T. Students	Remarks	Second Semester Examination for F.Y. Classes	Fourth Semester Examination for S.Y. Classes	Third Semester Examination for F.Y. Classes	Annual Paper Examination for F.Y. & S.Y. Classes for B.A. & A.P.P.T. Students	Remarks
1	2	3	4	5		6	7	8	9	10
Date of commencement	As per University	1/8/2016	As per University	---	1/8/16	As per University	1/9/2017	As per University	---	1/8/16
Date of completion of Lectures & tutorials	As per University	1/8/2016	As per University	---	1/8/16	As per University	16/1/2017	As per University	---	1/8/16
Last date of submission of assignments	---	1/8/2016	---	---	1/8/16	---	16/1/2017	---	---	1/8/16
Last date for submission of results	---	SVBC on 15/01/16 BMS, BMM BMS (IT) 16/1/2016 SYBA 11/10/2016 SYBA 24/08/2016	---	---	---	---	SVBC on 15/01/16 BMS, BMM BMS (IT) 16/1/2017 SYBA 24/07/2017 SYBA 25/1/2017	---	---	---

**Annual Assessment - An Class Test for S.Y. & T.Y. Classes - 15, 20, 22 & 23 August 2016**  
**Transition Date - Final Class Test for S.Y. & T.Y. Classes - 16, 17, 18, & 19 January 2017**  
**Additional Second Semester Examination for F.Y. & Fourth Semester Examination for S.Y. Classes - 16/1/2016 onwards**  
**Additional First Semester Examination for F.Y. & Third Semester Examination for S.Y. Classes 15/1/2017 onwards**  
**1st Semester - F.Y. Practicals - 1/8/2016 onwards**  
**3rd Semester - S.Y. Practicals - 15/8/2016 onwards**

**Additional First Class Test - 2 & 3 September 2016**  
**Last date for admission -**  
**First Semester for F.Y. & Third Semester for S.Y. - 28.9.2016**  
**Second Semester for F.Y. & Fourth Semester for S.Y. - 31.12.2017**

PRINCIPAL



## ANNEXURE:III

### FEED BACK ON TEACHERS' EVALUATION BY STUDENTS (2016-17)

All students were administered the following questionnaire and their responses were collected on-line

1. Command over medium of instruction.
2. Command over subject taught
3. Communicates clearly and accurately
4. Utilizes a variety of teaching strategies and resources
5. Recognizes and adjusts teaching to accommodate student differences
6. Regularity in taking lectures/practicals
7. General Knowledge
8. Preparing students for examination : Conducting periodic test/question answer session
9. Class Control
10. General availability/access to students/support for participant in co-curricular activities
11. Usefulness in counseling : personal matters/career/placement
12. Motivating to develop interest in the subject for higher studies

Each of the above questions had the following options:

- ✓ Highly Effective
- ✓ Effective
- ✓ Minimally Effective
- ✓ Ineffective

Each of the responses were then numerically converted to 0-3 scale as follows:

- 3: Highly Effective
- 2: Effective
- 1: Minimally Effective
- 0: Ineffective

## Analysis of feedback on teachers from students

The summary statistics of the data collected are given below:

Parameter	Value on 0-3 scale
Mean score	2.11
Median score	2.21
Standard Deviation	0.41
Range	1.84
Minimum score	0.89
Maximum score	2.73

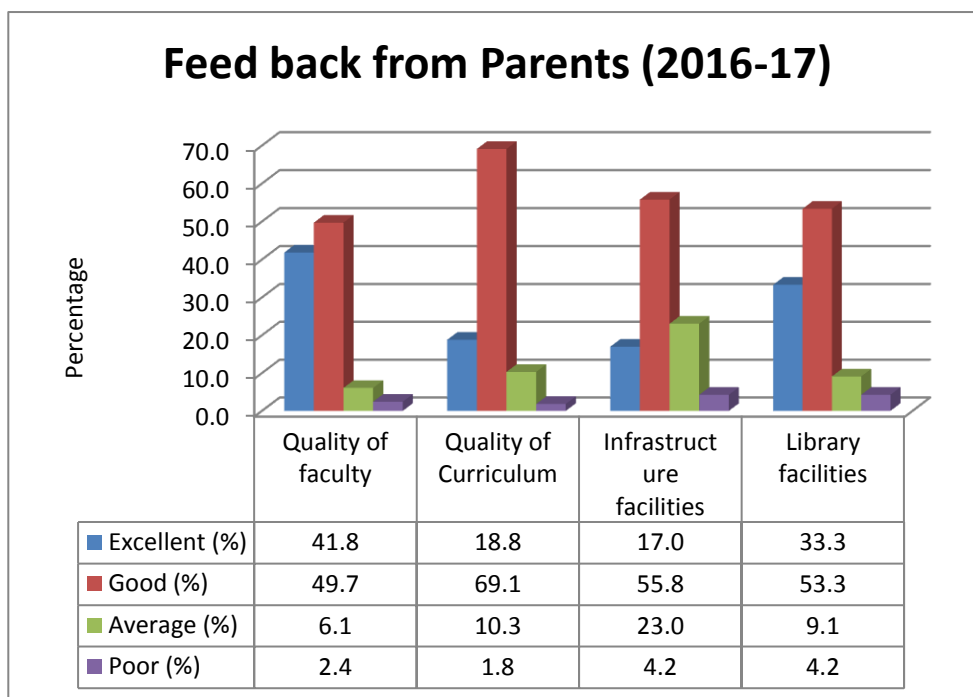
The distribution of scores teachers received on 0-3 scale are as follows:

Average Score on 0-3 scale	Percentage of teachers
0-0.5	0.0
0.5-1.0	2.6
1.0-1.5	6.0
1.5-2.0	25.6
2.0-2.5	48.7
2.5-3.0	17.1

## ANNEXURE:IV

### FEED BACK FROM PARENTS (2016-17)

#### SUMMARY OF ANALYSIS



## ANNEXURE:V

### FEED BACK FROM ALUMNI (2016-17)

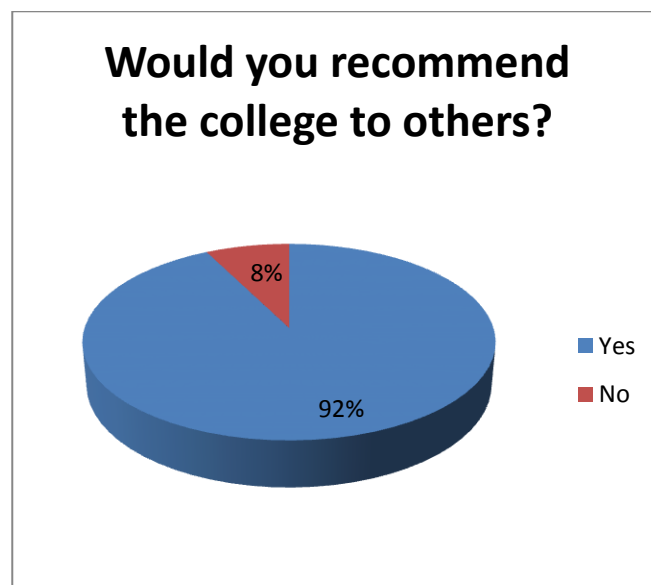
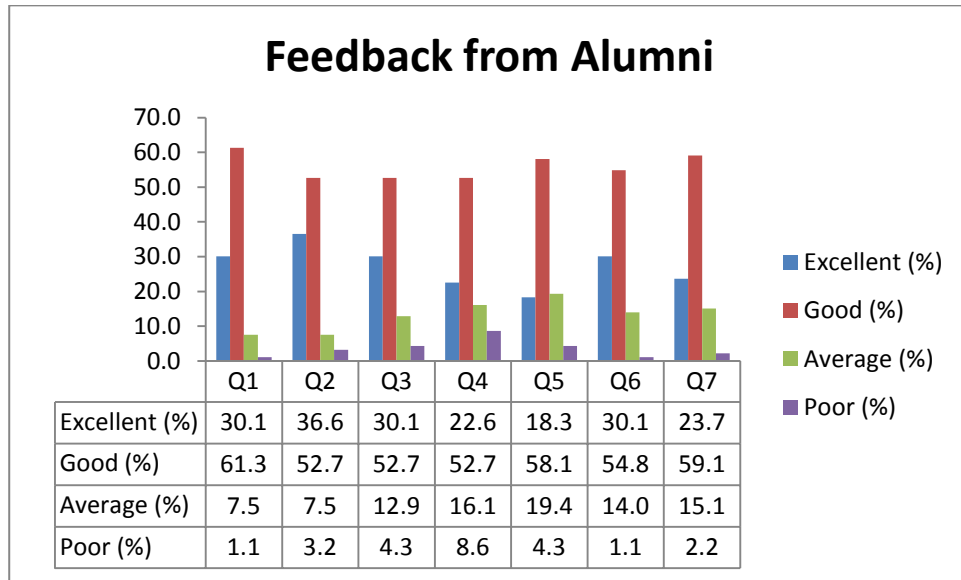
Feedback from alumni was conducted by posting the following questionnaire on google drive and providing the link on their cell phones through whats app groups.

#### Questionnaire

Kindly rate the following with respect to the following:

S.No	Question	To select any one option from below for each question			
		Excellent	Good	Average	Poor
1	Overall Content of the Course:	Excellent	Good	Average	Poor
2	Manner in which course was conducted:	Excellent	Good	Average	Poor
3	Motivation to pursue higher studies provided by the faculty:	Excellent	Good	Average	Poor
4	Employability after completion of the course:	Excellent	Good	Average	Poor
5	Infrastructure Facilities in the college:	Excellent	Good	Average	Poor
6	Library facilities in the college:	Excellent	Good	Average	Poor
7	Opportunities for your overall development in the college:	Excellent	Good	Average	Poor
8	Will you recommend the college to your relatives/friends?	Yes	No		

## Analysis of feedback from alumni (2016-17)



## **ANNEXURE:VI**

### **FEED BACK FROM EMPLOYERS (2016-17)**

#### **Feedback of Companies that conducted recruitment drives in 2016-17**

Companies that conducted their recruitment drive for undergraduate and post graduate students in our college premises during 2016-17 are:

- Tata Consultancy Services
- Precon Automation
- Media.net, IKS Health
- Ernst & Young
- P3 Architectural Solutions
- Microgen Hygiene
- Friction Education

Feedback was taken from the Senior company personnel in charge of campus recruitments with respect to institutional support and candidate quality and performance. Summary of their feed back are as follows:

- All the companies were satisfied with the institutional response to the campus recruitment initiative and support facilities provided to them.
- The companies found that the students were quite suitable for the post and well equipped with language, numerical and technical skills required for the post. They did not identify any particular area where the students need to be trained further.
- TCS remarked that they would like to see more enthusiasm and curiosity among the candidates.
- Microgen Hygiene Pvt Ltd. suggested further career guidance sessions and interaction with industry personnel for the students.

## ANNEXURE: VII

### Details of career guidance activities

Sr No	Name of Department / Association	Date	Brief description of event	Target audience	Number of beneficiaries / Participants
1	English	2/7/16	Talk on Newspaper Report Writing by journalist Ms. Benita Fernando	Degree College	18
2	English	23/7/16	Lecture by Ms. Ritika Narayan, self-published author, on 'Self-publication'	TYBA Literature students	18
3	English	13/8/16	Talk on 'Career in Publishing (Print and Media)' was conducted by Mr. SaikumarShanmugam, Deputy Managing Director, ITP Publishing	TYBA Literature students	18
4	Information Technology	21/6/16	A talk on employability and Industry challenges in IT by Mr. ManeeshJha, Director SQUAD Infotech Pvt. Ltd.	TYBSc. IT &TYBSc. CS Students	63
5	Information Technology	21/9/16	Guest Lecture on "Business Analytics" by Mr. Pranjalmuley, Faculty IT, Vivekanand Education Society	TYBSc. IT Students	35
6	Botany	19/9/16	Students of TYBSc Botany organized Exhibition cum sale of Plants and Plant Products. All the exhibits were prepared by the students of Botany from FY, SY and TYBSc classes. It included sell of Paper Quilling Jewellery, Artistic handmade bookmarks, Decorative Envelopes, Greeting cards, Dry-fruit Chocolates, Nursery plants.	All students of SIES College	150
7	DCE	5/1/17	Counselling students participated in Career Fair at Ratnam College	Counselling Students	23
8	DCE	22/2/16	Counselling students conducted Career Panorama at SIES College Sion	Counselling Students	25
9	Commerce	19/9/16	Finwiz Financial Quiz: Financial quiz to keep students abreast about the recent happenings in finance, tax, etc. across the globe.	Degree College Students	68
10	Commerce	20/9/16	Kommers Forschen: A platform for students to write and present Research Papers.	Degree College Students	8
11	Statistics	27/7/16	Guest lecture on "Statistics and Analytics: Foundations of Decision Making" by Ms. MoumitaSarker, Director,	Students of SIES College	104

Sr No	Name of Department / Association	Date	Brief description of event	Target audience	Number of beneficiaries / Participants
12	Politics	16/7/16	Rashmini Koparkar - "My Years in JNU"	FY/SY/TY BA Politics	40
13	BMS-EDC	16/9/16	To help students to broaden their thought process of doing MBA	Students of SIES college	60
14	Computer Science	5/12/16	Career enhancement seminar by Profound Edutech Private Limited	Students of CS Department	80
15	Physics	16/7/16	An Orientation lecture was conducted for MSc Part I students on 16th July 16 titled "Career Options after BSc Physics" by Mr. MaheshwarFalake	Students	10
16	English	10/2/17	A lecture by Mr. RakeshAnandBakshi on his book Director's Diaries The Road to their first film.	TYBA English Lit	17
17	English	17/2/17	Mr. Murli Subramanian on 'Goal Setting'	All Degree College Students	40
18	Statistics	20/7/16	Lecture conducted by FINSTAT ACADEMY on use of EXCEL for Data Analytics & Acturial Science course	SYBSc and TYBSc students of Stactitics	59
19	Statistics	17/12/16	Mr Suresh Ramalingam, Managing Director, Neilson, Emerging and Growth Markets, an alumnus of our college talked about "Does Statistics matter" . He talked about the importance of statistice techniques in business anlytics& forecasting	SYBSc and TYBSc students of Stactitics	20
20	Statistics	23/3/17	Workshop conducted by N R Hegde on 6 Sigma techniques in the industry and LEAN methods	TYBSc students of Stactitics	20
21	Information Technology	21/6/16	Lecture on "Business Analytics" by Prof. Pranjalmuley, Vivekanand Institute of Management Studies and Research	TY Bsc.IT	35
22	Information Technology	21/9/16	"Pre placement" by Mr.ManeeshJha, Director,,SQUADIn fotechPvt Ltd	TY Bsc.IT	38
23	Information Technology	19/12/16	Seminar on "Ethical Hacking" by Prof.Yasir	SY Bsc.IT	50
24	Information Technology	10/12/16	" Advanced Embedded Systems by Mr. GovindGaundalkar, Partner-Microdevice Technologies	Msc IT Part 1 & Part 2	35



<b>Sr No</b>	<b>Name of Department / Association</b>	<b>Date</b>	<b>Brief description of event</b>	<b>Target audience</b>	<b>Number of beneficiaries / Participants</b>
25	Information Technology	14/1/17	“Cloud Computing” by Mr.ShakeelShaikh	Msc IT Part 1 & Part 2	15
26	Information Technology	21/1/17	Employability Test” was conducted by EDUSHARP Pvt Ltd for	TY Bsc.IT	60
27	Information Technology	9/2/17	Cyber Crime and Cyber Security by SachinDedhia, CEO, Skynet and renowned crime investigator.	FY,SY,TY BSC IT	100
28	Information Technology	10/2/17	“ Strategic IT management “ for TYBSc (IT ) students by Stuart Fitzgerald, Associate Professor , Accounting, Finance and Informatics Kingston Business School	TY Bsc.IT	60
29	Information Technology	11/2/17	“Forensics and its applications” by Amitesh Iyer who is a Digital Forensic Professional with over 10 years of experience in the field.	FY,SY,TY BSC IT	90
30	Information Technology	28/2/17	“ Cyber Attacks on Social Apps ‘ by Mrs. ArchanaJadhav for Degree College staff	TY Bsc.IT	15
31	BMM	3/12/16	Career Orientation by Flame University	FY, SY and TY BMM students	21
32	BMM	1/1/17	TURNING POINT - A Behavioural assessment conducted by EDUSHARP	T.Y.BMM students	17
33	BMM	26/7/17	CET King Educational Institute conducted a workshop on training in Group Discussion and Personal Interview	T.Y.BMM Students	44
34	Microbiology	12/7/16	Guest lecture by Mr. ShreeramGarg (Alumni) on studies abroad in USA	TYBSc students	21
35	Microbiology	11/8/16	Guest lecture by MrSharangKulkarni (Alumni) on studies abroad in Germany	TYBSc students	31
36	Microbiology	13/8/16	Guest lecture by Miss Soumya Nair (Alumni) on Admission to M.Sc course at MSU Baroda	SYBSc students	29
37	Microbiology	2/2/17	Guest lecture on Admission to MUHS recognized two years full time MBA course on Health Care management by Mr. Gawande	TYBSc& MSc students	41
38	Philosophy	2/2/17	8 students with Sasha Job Placement Training programme	Students of SIES College	8

<b>Sr No</b>	<b>Name of Department / Association</b>	<b>Date</b>	<b>Brief description of event</b>	<b>Target audience</b>	<b>Number of beneficiaries / Participants</b>
39	Commerce	3/12/16	Career counselling for MBA Programme by Mr. RavikantKisana, Flame University.	Third Year B.Com students	37
40	Microbiology	1/4/16	Guest lecture by MrVirmal Jain (MSc 16) on How to prepare for NET examination	MSc I & MSc II	21
41	Placement Cell	30/11/16	A free seminar on 'Soft Skills' organized by Placement Cell and Centre for Excellence to help students to understand the personality and other skills to be acquired to face career challenges, conducted by Sasha Training Solutions	Second year and final year students of all faculties	75
42	Placement Cell	9/1/17	Participants were introduced to the 'opportunities in Health Care Sector' , conducted by Professional Info tech	Msc and TYBsc students	92
43	Placement Cell	26/8/ 16	An Aptitude test was conducted to enable students to understand their strengths and weaknesses, administered by Pearl Academy	TYBcom and SYBcom students	134
44	Placement Cell	21/1/ 17	An Employability Assessment was organized to help students identify their career related potentials, conducted by Edusharp Finishing School Pvt. Ltd.	Final year students of all faculties	342
45	Placement Cell	22/2/17	A seminar on 'ERP as a rewarding Career option' was organized, conducted by Depth Consulting Services which runs an Oracle ERP training academy to orient students to acquiring oracle qualification for career development.	Final year students of Bsc IT and Comp Sc	22

## ANNEXURE :VIII

### Best Practices

#### **BEST PRACTICE: I**

**Title:** 'JIGNYASA' – Research Hub

**Goal:** To initiate and enable a healthy interaction amongst faculty and students representing different disciplines thereby inculcating an interdisciplinary/cross disciplinary approach in pursuing higher education.

**Context:** The idea of Research Hub came up during the weekly interactions between few students and the teaching faculty, when they realized the need for a platform required to brainstorm ideas. Work began on the format of this forum, keeping in mind the audience. It was decided to make it an open forum with minimal restrictions.

**Rationale:** Research Hub' – 'Jignyasa' (curiosity) will serve as a platform to encourage faculty members, research scholars and students to participate, discuss and share their views on ideas, concepts, research articles, research papers, book reviews, current affairs among others.

#### **Objectives:**

- ✓ To help students train their minds to think out of our routine academic set-up
- ✓ To allow them to be innovative and creative with their subjects
- ✓ To explore the subject of choice
- ✓ To propagate the news of current scenario in different fields
- ✓ To question and brainstorm over ideas and concepts
- ✓ To have an interdisciplinary approach towards education

**The Practice:** The presentations and discussions did not have a fixed pattern. The format of presenting a topic was any one of the following:

*Paper Presentation:* A paper written by the student after performing and concluding research in a particular topic.

*Paper Review:* A published paper was discussed and reviewed over by the student.

*Book Review:* Students discussed books that they have read and spoke about the highlights of the book. Reference books were also discussed.

*Concept Presentation:* Several concepts (For E.g. - Instrumentation in Analytical Sciences, Model Organisms for Genetic Research, Introduction to String Theory, The Economic Impact of the Great Depression, Criticisms on the Freudian Theory, etc.) were presented by the students in a given time limit.

*News or Article Discussion:* News on recent discovery or similar updates in the field which caught the student's attention in Print or Electronic media was discussed. The students presented the piece using their perspective about it, which would be then open for discussion.

#### **Events:**

1) Plenary Session (On 8<sup>th</sup> December 2016) – *Theme: Research – myths and misconceptions*

The introductory session was a seminar by different faculty members addressing to students from all subjects, undergraduates as well as post graduates, about the concept of research. They were briefed about the research methodology, culture, and also what is expected of them as a

research candidate in an institution. The dos and don'ts, their own perspective of research etc. were also discussed.

The speakers were as follows:

Principal, Dr. Uma Shankar – Idea of Research and inauguration of Research Hub

Dr.Satish Sarfare (Dept of Zoology) – Myths and misconceptions about Research

Dr.SubiYousuf (Dept of Biotechnology)– PhD and her idea of Research

Dr.Pallavi Roy (Dept of Chemistry)– Humboldt experience and her thoughts on research

Mr.Kirankumar Shaw (Guest speaker) – INSPIRE fellow, his invention and his research experience

Dr.Arun Hanchinal (Guest speaker) – Senior research scientist at the Indian Institute of Geomagnetism, his Antarctic expedition experience followed by an interactive session

### 2) On 13<sup>th</sup> January 2017 – *Theme: The Turn of the 20<sup>th</sup> Century*

The topics under the above theme were as follows:

- i. The Rise of Superpower Nations and Their Influence on World Politics
- ii. The Roots of World War: Where it all began
- iii. The Birth of Existentialism
- iv. The Foundation of Professional Psychology
- v. Mendelian Genetics and its Impact on the Theories of Evolution
- vi. The Discovery of Radioactive Elements: Boon or Bane
- vii. How Einstein's Theories Shaped Modern Physics
- viii. The Great Depression That Changed the World

The faculty members across different disciplines made presentations and gave talks. It was an excellent display of interdisciplinary/cross disciplinary approach towards discussing topics. Some students representing the above faculties and subjects also actively participated and enjoyed the session.

### 3) On 14<sup>th</sup> February 2017 – *Theme: Research and Entrepreneurship/Start Up*

Guest Speaker: Ms.Laxmi Iyer Ph.D (Exstudent of SIES, Currently Editor, Co-founder of 'biotechn.asia' 'your biotech and healthcare hub').

Biotechn.Asia is a Singapore-based biotech and healthcare news website. Ms.Iyer told the audience her own story and journey from SIES College to Singapore and how the interdisciplinary approach had helped her carve a niche to be an entrepreneur and come up with a Start Up. The session was also an emotional connect convincing the students the relationship between an alumnus and her alma mater.

**The Mentors Role:** To inspire and motivate students especially undergraduates to be innovative, creative, explore topics/subjects beyond the curriculum, and brainstorm over ideas and concepts. To encourage students, especially undergraduates, to adapt to the research culture.

#### **The Team:**

Staff Coordinator – Dr.Satish Sarfare (Dept of Zoology)

Student Coordinator – Shradha Iyer (TYBSc – Microbiology)

Volunteers - Ketaki Joshi, Vaishnavi Murali, Aditya Nayar, Amit Patil, Bhargavi Oak, Abhishek Shukla, Nidhi Shetty and other jignyasis.

Role of the student volunteers:

- ✓ Coordinate with the respective faculties about the seminars
- ✓ Help in organizing the seminars
- ✓ Spread the information about the latest events
- ✓ Help the students for their presentations, if approached; direct them to the faculty for help
- ✓ Make registrations for each seminar
- ✓ Document the events

**Relevance:** This forum has become relevant in inspiring and motivating students especially undergraduates to be innovative, creative, explore topics/subjects beyond the curriculum, and brainstorm over ideas and concepts. It has certainly made a significant impact to encourage students, especially undergraduates, to change their perspectives towards Research and adapt to the research culture.

**Evidence of Success:** The events experienced an overwhelming response from students across disciplines who were extremely enthusiastic about the sessions.

- ✓ Ms Lynn Dlima, a PhD student working on Green Synthesis of Silver nano particles and their application, was awarded the FIRST prize in Avishkar, A Research Scholars meet at the University level, Second prize at State level and a Gold Medal at Western Zonal level. She represented the Western Zone of Universities at the National level.
- ✓ Ms Lynn Dlima, a PhD student won the Second prize for paper presentation at Indian Youth Science Congress
- ✓ Mr VivekParab, a PhD student working on Biodegradation of Polyaromatic Hydrocarbons won the First Prize at the National Level Konark, Dr Sajjan Gupta Research Scholars meet held in Mumbai in the Environmental Science category
- ✓ Ms. Rajitha Satish, a PhD student working on Mico phage won the First prize at the National Level, Konark, Dr Sajjan Gupta Research Scholars meet held in Mumbai in the Microbiology category
- ✓ Ms. Jose J, an MSc student won the best paper award at an International Conference 'SWAYAZAS' on Environmental Technology.
- ✓ MSc students participated in several National and International conferences
- ✓ Students of SYBSc Microbiology undertook small real time research projects on simple topics and exhibited them in their annual event Micro Explore

## **BEST PRACTICE: II**

### **1) Title of the Practice: VALUE LAB**

**Goal:** Equip the learners with a well-tested and reliable authority to voice on **values**

#### **The Context:**

An initiative started by Principal Dr. UmaMaheswari Shankar in 2015 with a vision to appreciate the significance of values and internalize values. In its experimental spree the first value 'Honesty' rolled out for the Arts undergraduate students. Value Lab is a space created for learners for understanding and enhancing values. The nature of events serves two-fold purpose. Firstly, the theoretical aspect aims in spreading awareness through posters, articles and visual arts. Secondly, the practical phase focuses in organizing informative, creative and competitive events. Eg. Debates, elocutions, guest talks, panel discussions, surveys, arts competitions, humorous events, street plays, visits to old age homes, orphanages, etc. In the past, values like Truth, Patriotism, Compassion, Humour, Justice, etc. have been successfully enunciated. Since then Value Lab has expanded to all courses, classes, and departments led by enthusiastic volunteers, faculty members, coordinators and the participating departments.

#### **The Practice:**

With an aim to fulfil one of the missions of fostering an integrated character for vocalizing values convincingly learners & faculty conduct monthly activities consisting of resourceful and interactive events, namely

- Each month a particular department chooses a value (eg. Courage) to be propagated in consultation with the Chairperson and the value lab team.
- Based on that value the participating department and the value lab team organizes a ray of creative, informative and interactive events
- As the month changes, a new department adopts a fresh value (eg. Joy) for propagation

#### **Role of Student Volunteers:**

- The core team utilizes the social media tools such as WhatsApp Group, Google Group, Instagram and other forms for campaigning and broadcasting
- Notification of events and activities are circulated in these groups
- Volunteers participation are strengthened through prizes and certificates

#### **The Mentors' Role:**

- Flexible, adaptable, diverse and collaborative in organization, management and execution
- Can be accommodated either in the curricular or co-curricular syllabus

- A simple platform for imparting courage, confidence, leadership and wisdom in budding teens.
- A win-win initiative for learners, faculty and the institution

**Evidence of success:**

- Currently in its third year Value Lab's social media presence (facebook) has exponentially improved every month's awareness among students about upcoming events and has provided a platform to every student, past or present to contribute to Value Lab. without formally being a part of it
- Value Lab has featured in prominent newspapers spreading the awareness that indeed it is the need of the hour! We need people of merit but more so of principle
- Value Lab Volunteers have expressed in their own words:
  - *"I had a great time in Value Lab...It's been a creative process and a highly positive one."*  
Kaivalya Pitale, TYBSC
  - *"In my honest opinion, it does a lot to help inculcate a lot of 'values', and we are **sensitized** to a whole new horizon of subjects that we didn't really think were actual issues."* - Ashwini Rao, SYBA
  - *"My first debate in SIES was on the topic euthanasia organized by Value Lab and it was an amazing experience to showcase my talent in the new atmosphere"*  
Akanksha Shenoy, SYBSC
- A simple platform for imparting courage, confidence, leadership and wisdom in budding teens.
- A principled youth means a principled country.
- On future potential: **The sky is the limit!**