The Annual Quality Assurance Report (AQAR)
S.I.E.S (Nerul) College of Arts, Science and Commerce

Academic Year 2017-18

Part – A

AQAR for the year *(for example 2013-14)*

> June 2017-May 2018

1. Details of the Institution

1.1 Name of the Institution

> SIES (NERUL) COLLEGE OF ARTS, SCIENCE & COMMERCE

1.2 Address Line 1

> SRI CHANDRASEKHARENDRA SARASWATHI VIDYAPURAM

Address Line 2

> PLOT I-C, SECTOR V, NERUL (E)

City/Town

> NAVI MUMBAI

State

> MAHARASHTRA

Pin Code

> 400 706

Institution e-mail address

> ascnsies@sies.edu.in

Contact Nos.

> 61196402/27708371

Name of the Head of the Institution:

> Dr. Milind Vaidya

Tel. No. with STD Code:

> 022-27713836

Mobile: 9321595050

Name of the IQAC Co-ordinator: Dr. Koel RoyChoudhury

Mobile: 9820230340

IQAC e-mail address: NIL

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   MHCOGN13983

OR

1.4 **NAAC Executive Committee No. & Date:**   EC (SC)/10/A&A/50.2 & 15-11-2015
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

1.5 Website address: www.siesascn.edu.in

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.80	2009	31/12/14
2	2nd Cycle	A	3.10	2015	14/11/2020
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   04/01/2010

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

    i.   AQAR 2011-12 (31/12/2012)
   ii.   AQAR 2012-13 (18/11/2013)
  iii.   AQAR 2013-14 (03/12/2014)
  iv.   AQAR 2014-15 (21/11/2016)
   v.   AQAR 2015-16 (21/11/2016)
  vi.   AQAR 2016-17(17/10/2017)

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

   (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 ☑

1.10 Type of Faculty/Programme

     Arts ☑ Science ☑ Commerce ☑ Law ☐ PEI (Phys Edu) ☐

     TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

     Others   (Specify) [.]

1.11 Name of the Affiliating University *(for the Colleges)*   UNIVERSITY OF MUMBAI

1.12 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 [11]

2.2 No. of Administrative/Technical staff [2]

2.3 No. of students [2]

2.4 No. of Management representatives [1]

2.5 No. of Alumni [1]

2. 6 No. of any other stakeholder and

    community representatives [1]

2.7 No. of Employers/ Industrialists [-]

2.8 No. of other External Experts [-]

2.9 Total No. of members [18]

2.10 No. of IQAC meetings held [4]

2.11 No. of meetings with various stakeholders: No.   Faculty   4

Non-Teaching Staff 1   Students 1   Alumni 1   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. 11   International [ ]   National [ ]   State 1   Institution Level 10

    (ii) Themes

1) One day work shop was organised on 7th October 2017 to help colleges to understand the new accreditation and assessment process under NAAC. The objective of the workshop was to help colleges with the NAAC accreditation process. The workshop was organised for faculty members from Mumbai, Navi Mumbai and Raigad district.

2) One day workshop on minor research was organised for all the faculty members. The topic was on preparation of Minor research proposal to be submitted to the University of Mumbai.

3) One day workshop was organised for teaching and non teaching staff to orient teachers on common health issues and tips for healthy living.

4) Workshop was organised on Academic Performance Indicator (API) on Career advancement.

5) A series of lectures were organised by IQAC in association with SIES Central training Institute for faculty members appearing for NET/SET examinations. Various resource persons from Mumbai University were invited to deliver lectures during workshops.

6) Session on Innovation in teaching and learning was organised on the subject of e-learning and e-content development.

7) A seminar on Intellectual Property Rights was organised by the IQAC for the students of M.Sc.EVS, M.Sc. IT and M.Sc. CS.

8) Workshop on "Statistical Methods in Research" was organized for all the teaching staff. The objective was to explain the importance of statistical methods in research.

9) The Alumni Committee in association with IQAC organized "Tattva-workshop on professional ethics". The workshop focused on the importance of professional ethics.

10) A workshop on photography was organised for all faculty members.

11) Spandan was a workshop organized for non-teaching staff on the topic of stress management.

2.14 Significant Activities and contributions made by IQAC

1) IQAC has helped in identifying training requirements of faculty members.
2) IQAC organized workshop to help colleges to understand the new accreditation and assessment process under NAAC.
3) IQAC organized faculty development program on E-Content development.
4) IQAC helped to organize series of lectures on NET/SET for IT/CS faculty members.
5) IQAC conducted internal academic audit.
6) IQAC was actively involved in the ISR activities of the college like BMS- Self defence workshop, BMM-Hymn Humanity Promotional event and BMS job fair.
7) IQAC helped in promoting research by organizing workshops on Minor research, Statistical methods and research competition among students.
8) IQAC played an active role in inculcating value education through departmental fests.

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
Performance Enhancement Practices	Intensive coaching by senior faculties and experts from other colleges for various subjects.
	Open book tests conducted for effective learning.
	Mentoring sessions are conducted for the students
	Organising research competition among students.

	Industrial/Field visits providing practical exposure to students.
	Organising guest lectures on project work.
Promotion of quality enhancement Measures	One day workshop was organised on 7th October 2017. The workshop was organised to help colleges to understand the new accreditation and assessment process under NAAC.
	A series of lectures were organised by IQAC in association with SIES Central training Institute for faculty members appearing for NET/SET examinations.
	Session on Innovation in teaching and learning organised by IQAC along with Rotaract club as part of faculty development program on the subject of e-learning and e-content development.
	A seminar on Intellectual Property Rights was organised by the IQAC for the students of M.Sc.EVS, M.Sc. IT and M.Sc. CS. The objective of the seminar was to encourage the post graduate students undertake research and to inculcate the research culture in them.
	Workshop on "Statistical Methods in Research" was organized by Research Committee and IQAC for all the teaching staff. The objective was to explain the importance of statistical methods in research.
Up gradation of computer laboratory facilities	Number of computer Laboratories increased from 7 to 8.
	Computer rams were increased from 4 GB to 8GB.
	34 new computers have been added in computer laboratory.

Organizing various social outreach programmes	The volunteers from BMM helped to organise a band known as Hymn Humanity, trained by Haroon Hanif, an SIES Alumni who studied music under AR Rahman. The band performed at Shanmukhananda Hall. The profits of the concert conducted by the band are forwarded to two villages adopted by SIES.
	A two day of women self defence program was conducted in partnership with Iron Wolf207. 545 girl students were trained in the 2 day workshop.
	Value education was imparted through departmental fests.

* Annexure I and II

2.15 Whether the AQAR was placed in statutory body   :   Yes

Management √   Syndicate ☐   Any other body ☐

Provide the details of the action taken

Management supported the various initiatives undertaken by the IQAC by providing necessary infrastructure and sanctioning the budgetary requirements.

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	-	-	-	-
PG	4	-	4	-
UG	8	-	8	-
PG Diploma	-	-		
Advanced Diploma	-	-		
Diploma	-	-		
Certificate	4	1		5
Others	-	-	-	-
Total	16	1	12	5

Interdisciplinary				1
Innovative				

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

<div align="center">

Pattern	Number of programmes
Semester	12
Trimester	-
Annual	-

</div>

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

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

* Annexure III

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

Sr. No.	Course	Semester	Subject Revision in Syllabus
1.	B.Com. (Financial Markets)	Semester III	Computer Skills, FC-III (Money Market), Portfolio Management (Earlier in Sem. V)
		Semester IV	Business Economics II (Earlier in Sem. II), FC – III Foreign Exchange Market (Earlier in Sem. V), Commodity Derivatives
		Semester V	Technical Analysis, Organisational Behaviour (Earlier in Sem. III), Marketing in Financial Services (Earlier in Sem. VI), Corporate Accounting
		Semester VI	Strategic Corporate Finance, Corporate Restructuring, Venture Capital and Private Equity
2.	B.Com. (Accounting & Finance)	Semester III	Financial Accounting – III, Business Law - II, Taxation – II (Direct Taxes Paper I), Foundation Course – Financial Market Operations, Information Technology – I, Business Economics – II
		Semester IV	Financial Accounting IV – Special Accounting Areas, Foundation Course in Management IV (Introduction to Management), Taxation – II (Direct Taxes Paper I), Information Technology Paper – II (Applications in Business), Research Methodology in Accounting & Finance
3.	B.Com. (Banking & Insurance)	Semester III	Financial Market (Earlier in Sem. IV), Direct Tax (Earlier Direct and Indirect Tax), Mutual Fund Management, Foundation Course in Banking
		Semester IV	Corporate Law (Earlier in Sem. III), Customer Relationship Management (Earlier in Sem. III), Macro Economics, Foundation Course in Insurance
4.	B.Com.	Semester III & IV	All Subjects
5.	BMS	Semester III & IV	All Subjects
6.	BSC (Computer Science)	Semester III, IV, V & VI	All Subjects
7.	BSC (Information Technology)	Semester III & IV	All Subjects

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
35	32	0	1	2

2.2 No. of permanent faculty with Ph.D. | 8 |

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
0	0	-	-	1	-	13	-	14	-

2.4 No. of Guest and Visiting faculty and Temporary faculty | 0 | | 16 | | 12 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	1	-
Presented papers	4	1	
Resource Persons	1	-	-

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

1. Various teaching pedagogies like experiential learning have been adopted.

2. Use of ICT for conducting lectures/seminars for students.
3. Blended learning method is adopted for effective learning.

 4. Problem based approach and Case studies adopted for practical exposure.

5. Google class rooms are created for uploading notes/Presentations/Case studies/Question banks

6. Educational games are played in courses like BMM and BMS.

7. Intensive coaching by senior faculties and experts from other colleges for various subjects.

8. Open book tests are conducted for effective learning.

9. Alta performer-poster competition is organized for advanced learners..

10. Subscription to online journals and e-books by library.

11. Organising research competition among students.

12. Industrial/Field visits providing practical exposure to students.

13. Organising guest lectures on project work.

14. Mentoring sessions for the students.

15. Inter departmental exhibitions on current issues in the area of finance and accounting.

16. Various add on courses on Microsoft Excel, Digital marketing and SAP available for improving the skill development of students.

2.7   Total No. of actual teaching days during this academic year   209

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

University

1) E-question paper delivered for first year and second year for regular and supplementary examinations.

2) Uniform time-table followed across all the colleges for first and second year examinations.

3) Result of first year and second year to be uploaded at university portal.

4) Seat number to be allotted by university.

College

1) Centralized internal assessment process for all courses.

2) Standard question paper pattern for internal assessment.

3) The examination committee maintains log book for restricted entry while taking e-question papers. Separate Xerox machine in the Principal's cabin for printing of university question papers.

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

| - | - | - |

2.10 Average percentage of attendance of students | 63% |

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division			
		Distinction %	I %	II %	Pass%
B.COM					
TYBCOM SEMESTER -V	235	24%	64%	10%	2%
TYBCOM SEMESTER -VI	231	23%	65%	10%	2%
B.COM(Accounting & Finance)					
TYBCOM (A/F) SEMESTER -V	60	28%	45%	27%	-
TYBCOM (A/F) SEMESTER -VI	60	35%	53%	11%	1%
BCOM					

(BANKING &INSURANCE)					
TYBCOM (B/I)SEMESTER -V	51	14%	55%	31%	-
TYBCOM (B/I)SEMESTER -VI	54	6%	61%	31%	2%
BCOM(FINANCIAL MARKETS)					
TYBCOM (FM) SEMESTER -V	64	12%	53%	29%	6%
TYBCOM (FM) SEMESTER -VI	64	14%	48%	29%	9%
BMS					
TYBMS SEMESTER -V	123	44%	47%	9%	-
TYBMS SEMESTER -VI	123	32%	57%	9%	2%
BMM	-	-	-	-	-
TYBMM SEMESTER -V	66	23%	55%	22%	-
TYBMM SEMESTER –VI	66	28%	42%	25%	5%
BSC.(INFORMATION TECHNOLOGY)					
TYBSC(IT)SEMESTER –V	47	21%	67%	12%	-
TYBSC(IT)SEMESTER -VI	47	15%	77%	8%	-
BSC.(COMPUTER SCIENCE)					
TYBSC(CS)SEMESTER -V	39	33%	64%	3%	
TYBSC(CS)SEMESTER -VI	39	26%	56%	18%	
MSC(COMPUTER SCIENCE)					
MSC(CS)-SEMESTER III	20	-	65%	35%	
MSC(CS)-SEMESTER IV	20	-	94%	6%	
MSC(INFORMATION TECHNOLOGY)					
MSC(IT)-	20	-	100%	-	-

SEMESTER III					
MSC(IT)-SEMESTER IV	20	6%	94%		
MCOM					
MCOM-SEMESTER III	50	18%	61%	21%	
MCOM)-SEMESTER IV	50	57%	35%	6%	2%
MSC(ENVIRONMENT SCIENCE)	-	-			
MSC(EVS)-SEMESTER III	20	5%	85%	10%	
MSC(EVS)-SEMESTER IV	20	-	60%	40%	

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

IQAC monitors the teaching learning process as under:

1) Preparing academic and event calendar for the year.

2) Conducting regular audit of education delivery process.

3) Centralized internal assessment conducted for all courses.

4) Induction /training organized for the newly appointed staff and students in the beginning of the academic year in order to inform the staff/students about various academic activities and rules and regulations.

5) Counselling new teachers in effective teaching.

6) Helping result improvement committee for conducting remedial lectures.

7) Organizing mentoring program for effective student teacher interaction.

8) Review of teaching process by periodic review of teaching plans and feedback from teachers.

9) Deputation of faculty to syllabus revision and subject related workshops.

10) Helping courses to organize intensive coaching program by internal as well as external faculties for various subjects.

11) Introducing performance improvement measures like poster competition for alta performers, Open book tests, intensive coaching and preliminary examinations for third year students.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
UGC – Faculty Improvement Programme	
HRD programmes(In-house)	48
Orientation programmes	2
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	22
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	23	-	-	1
Technical Staff	2	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

IQAC jointly with Research Committee organised workshop on Minor research project and statistical tools to promote research culture among faculties.

Student research was promoted by conducting research competition among students through power point competition.

Orientation program was organized by research committee to orient the students on Avishkar- the intercollegiate research competition organized by University of Mumbai.

A workshop was organised on Intellectual property rights for post graduate students of MSC.EVS, MSC.IT and MSC.CS.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	**17-19**	**Ongoing**	**1**	**Not Yet**
Outlay in Rs. Lakhs	**26 lakhs**			

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4   Details on research publications

	International	National	Others
Peer Review Journals	19	3	1
Non-Peer Review Journals	1		
e-Journals	3		
Conference proceedings	2		

3.5 Details on Impact factor of publications:

Range 4.3 to 6.30   Average 5.3   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	**16-19**	**BRNS**	**26 Lakhs**	**Yes**
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*	**Not Funded**			
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No. [ ]   Chapters in Edited Books [ ]

ii) Without ISBN No. [ ]

3.8 No. of University Departments receiving funds from

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   Any Other (specify) BRNS

3.10 Revenue generated through consultancy   **Rs. 20, 000**

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons 20

2017-18

No. of Chairperson: 02

No. of Paper Setter: 12

No. of Expert: 05

No. of Resource Person: 01

3.13 No. of collaborations: International [ ] National [ ] Any other [ ]

3.14 No. of linkages created during this year each dept activity 3

3.15 Total budget for research for current year in lakhs :

From Funding agency 6, 97,200/- From Management of University/College 6000/-

Total 7, 03,200

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
2				University of Mumbai and Savitribai Phule Pune University		

3.18 No. of faculty from the Institution who are Ph. D. Guides $\boxed{1}$

and students registered under them $\boxed{6}$

3.19 No. of Ph.D. awarded by faculty from the Institution $\boxed{2}$

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

JRF $\boxed{1}$ SRF $\boxed{}$ Project Fellows $\boxed{}$ Any other $\boxed{}$

3.21 No. of students Participated in NSS events:

University level $\boxed{80}$ State level $\boxed{}$ National level $\boxed{}$ International level $\boxed{}$

3.22 No. of students participated in NCC events:

University level $\boxed{}$ State level $\boxed{}$ National level $\boxed{}$ International level $\boxed{}$

3.23 No. of Awards won in NSS:

University level $\boxed{}$ State level $\boxed{}$ National level $\boxed{}$ International level $\boxed{}$

3.24 No. of Awards won in NCC:

University level $\boxed{}$ State level $\boxed{}$ National level $\boxed{}$ International level $\boxed{}$

3.25 No. of Extension activities organized

University forum $\boxed{}$ College forum $\boxed{}$ NCC $\boxed{}$ NSS $\boxed{24}$ Any other $\boxed{13}$

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

- The volunteers from BMM helped to organise a band known as Hymn Humanity. The band performed at Shanmukhananda Hall. The profits of the concert conducted by the band were forwarded to two villages adopted by SIES.
- NSS conducted Swacch Bharat Abhiyaan activities in NMMC School.
- The volunteers of NSS marched in a rally from SIES College to the adopted area of the College, SHIVAJI NAGAR. The rally was all about making people aware of waste segregation with the help of posters and slogans.
- DLLE conducted workshop for students on Event management.
- Students of DLLE participated in a Skit on the Topic " Save food " and won Second prize in Poster making Competition conducted by University of Mumbai at "UDAAN Festival" .
- ROTARY YOUTH LEADERSHIP PROGRAM was organised with the aim at polishing the leadership skills of the participants by conducting programs on Emotional Intelligence, video presentations and interactive sessions. Around 90 students were beneficiaries of the program.
- HALF-TICKET TO CELEBRATION was based on the spirit of 'Diwali'. 170 children from three NGOs- Vinayank Naik, Blessing NGO and Warrier Foundation - were invited to participate in the celebrations.
- The Department of Financial Markets conducted a social event to inculcate the value of inclusion amongst students by honouring and felicitating their "Everyday Heroes" i.e. the cleaning staff of the college.

- Two day of women self defence program was conducted in partnership with Iron Wolf207. 545 girl students were trained in the 2 day workshop.
- Blood Donation was conducted in the college premises with the help of TATA Kharghar Hospital. A total of 83 blood packets were collected.

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	6847.36sq.mt	-	-	6847.36sq.mt
Class rooms	25	-	-	25
Laboratories	10	01	Management	11
Seminar Halls	02	-	-	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	49	92	Management	141
Value of the equipment purchased during the year (Rs. in Lakhs)	24,81,566	38,53,927	Management	63,35,493
Others	38,35,260	727471	Management	45,62,731

4.2 Computerization of administration and library

1) Numbers of computer laboratories have increased from 7 to 8.
2) 34 new computers have been added in computer laboratories.
3) RAM Up gradation has been increased from 4 to 8GB.
4) Team-up app is being used for coordination of cultural activities.
5) Implementation of admission and attendance software using Digital Edu.

4.3 Library services:

	Existing 2016-17		Newly added 2017-18		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25404	4666822.98	2617	305753.21	28021	4972576.19
Reference Books	1782	3120147.6	180	298758.29	1962	3418905.89
e-Books	74138-N LIST 85000-PLUS BCL	34500-N LIST 10000-BCL			74138-N LIST 85000-BCL	34500-N LIST 10000-BCL
Journals	58	148470(Renewal amount)			54	141845.5
e-Journals	3736 N LIST &SAGE	83580 N LIST & SAGE			3738 NLIST &SAGE	86342 N LIST & SAGE
Digital Database						
CD & Video	1392				1411	
Others (Projects)	1578				957	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	220	07	155MBPS (campus-sharing)	08	03	13	36	12
Added	34	01	50mbps (Dedicated)	-	-	01		
Total	254	08	50mbps (Dedicated)	08	03	14	36	12

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

> Faculty Development Program was conducted by the add-on committee in association with NIIT SWIFT on Advanced Excel.
>
> Advanced Excel workshop was conducted for the non-teaching staff.
>
> Training was provided to faculty members on Team-up App.
>
> Training was provided to faculty members on Google Classroom as part of e-content development.
>
> Add on committee has conducted certificate course on Advanced Excel for students.
>
> Training was provided to faculties on the admission module/attendance module of Digital Edu.
>
> College is using online screen marking (OSM) for third year and post graduation paper assessments.

4.6. Amount spent on maintenance in lakhs:

   i) ICT   3182727.65

   ii) Campus Infrastructure and facilities   8864190.83

   iii) Equipments   592830.00

   iv) Others   69979495.80

Total: **82619244.28**

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC facilitates Student Support system by the following initiatives

- Organising orientation programmes for first year students.
- Class to class campaign is conducted to spread awareness about special events and services.
- Special desks are set up at the college entrance during departmental festivals and committee events providing information and assistance. Posters and Banners are put up in various prominent places in the college.
- SIESNET the video magazine and SERIES, E-Newsletter, also cover the college events.
- CACHE -college magazine contains all the important information about students and faculty achievements during the year.
- Annual report of the college highlighting various students oriented programs are sent to the management for their inclusion in Annual report of the management.

5.2 Efforts made by the institution for tracking the progression

ACADEMIC PROGRESSION

All teachers are mentors and guide the students.

Bridge courses are conducted for first year students.

Based on internal assessment, remedial lectures are conducted for weak students.

Counselling services are available in the college for the assistance of the students.

Students who have any difficulties and problems both personal and academics approach the counsellor.

 Academic and other achievers are felicitated in the annual Prize Distribution Function.

CAREER PROGRESION

Placement cell organises training for final year students for placements and also facilitates campus recruitment.

SIESNAA, the Alumni Association of the college maintains a data base of the Alumni who have passed out of the organization.

Progression of the students is also tracked from the transcripts provided and recommendations given.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2605	215	-	-

(b) No. of students outside the state

175

(c) No. of international students

NIL

Men

No	%
1114	39.50%

Women

No	%
1706	60.50%

	Last Year 2016-17					This Year 2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2145	251	128	276	22	2822	2143	251	128	276	22	2820

Demand ratio   3.62 :1   Dropout % Drop –out rate is negligible

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

Orientation programs were organised for post graduate students regarding UPSC Examinations.

Library is equipped with books for competitive examination like UPSC, MBA entrance and overseas education.

MBA institutions like SIESCOMS, ITM and MBA coaching institutes like Endeavour delivered sessions on career opportunities in management.

Alternative examination schedule is provided in the event of competitive examinations clashing with regular college internal examination/Viva-voce.

No. of students beneficiaries

582

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

Details of student counselling and career guidance

- With respect to the different courses offered, pre and post admission counselling was provided.
- During the orientation programmes conducted for first year students and their parents, information is provided regarding the following:

o Academic requirements
o Library facilities
o NSS unit activities
o Department of Life-long Learning and Extension scheme
o Gymkhana activities
o Rotaract club activities
o Cultural activities
o ISR activities
o Counselling cell

- Parent teacher meetings were held for interactive counselling.
- Teachers as mentors guide the students in academic and extracurricular activities and monitor their progress.
- An in house professional counselling centre provides counselling free of cost to the students. This centre also gives presentations and brief guidance to all streams.
- Placement cell arranges workshops; guest lecture for career guidance and invites companies for campus placement.
- Departments also arrange lectures/seminars/workshops to enlighten the students on different career options
- Career Counselling: The placement cell and departments organise various activities related to career counselling.
- Examination related counselling is provided by faculty regarding University examinations by providing question paper pattern, question bank and model answers.

No. of students benefitted | 800 |

5.7 Details of campus placement

On campus			*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
12	**545**	**149**	**43**

5.8 Details of gender sensitization programmes

- On the occasion of International Women's Day, Free Medical Camp and Workshops on Women's Fitness and Hair and Skin Treatment Care were organized.
- Members of Women Development Cell showcased a skit on the topic "UPLIFTMENT OF GIRL CHILD".
- WDC organized intercollegiate event DREAM 2 ASPIRE

- A two day of women self defence program was conducted in partnership with Iron Wolf207. 545 girl students were trained in the 2 day workshop.
- Ms. Seema Dasgupta from the Yog Prabha Bharathi Trust delivered a speech on the topic "Youth – Being Change Agent".
- **GENDER INEQUALITY SURVEY** Through this survey the committee tried to address the problems faced by women in the society. Around 300 and more responses were gathered and analyzed to obtain meaningful directions.

5.9 Students Activities

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

State/ University level | 30 | National level | 4 | International level | - |

No. of students participated in cultural events

State/ University level | 8 | National level | | International level | |

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

Sports: State/ University level | 15 | National level | 4 | International level | - |

Cultural: State/ University level | - | National level | - | International level | - |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	43	8,17,540
Financial support from government	29	
Financial support from other sources	5	25,000
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 ☐ 24

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

> The College is guided by the vision and mission of the South Indian Education Society, which is
>
> "This society should sincerely serve the cause of education needs of the common man of this cosmopolitan city."

6.2 Does the Institution has a management Information System

> The College has MIS (Digital Edu) designed to have an effective communication of information, to measure, control and manage the events of the institution.
> The scope of MIS consists of the following:
> - Admission data
> - Students Record
>   Railway Concession
>   Examination
>   Attendance
>   - Faculty records
> - Feedback
>   Other Software for HR & Payroll maintained by Central HR
>   Purchase
> - Library

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

6.3.1 Curriculum Development

> The faculty members are deputed to Syllabus Revision Workshops whenever there is a change in the syllabus of any subject.

6.3.2 Teaching and Learning

- Teachings Plans are made by the faculties and periodic review is taken at the department level. In addition, semester wise internal audits are also conducted.
- Industry interface by conducting guest lecture of industry experts and alumni.
- Organising Educational field visits by various departments.
- Usage of ICT enabled teaching methods.
- Providing E-learning resources to faculty.
- Interactive teaching methods such as Poster Competitions, Role Plays, skit performances, debates, case studies, quiz etc are used for effective teaching and learning.
- Availability of Computer facility with internet for students and staff.
- Introduction of innovation in teaching and learning through e-learning and e-content faculty development program.
- Creation of Google classroom for effective communication with students and interactive teaching methods.
- Alta performers- Poster Presentation by Students (Star Performers).The academic toppers were asked to prepare posters on important topics to help improve the performance of weak students.
- Central Training department is established by SIES Management for conducting training for faculties on various topics as per the needs of faculties.

6.3.3 Examination and Evaluation

- An examination committee is appointed for the smooth functioning of examinations.
- The Institution conducts Semester end examination as per the instructions from and schedules designed by University of Mumbai.
- Internal Examination are centralised and conducted by the Examination Committee
- Re-internal tests are conducted for attendance defaulters and medical students
- Preliminary examinations are conducted for students by departments to enhance student's confidence and performance
- Internal audit is conducted to check and monitor examination and evaluation process of internal as well as external examinations
- Open book test is been conducted in respective class in all the courses to give writing practise to students before final examinations.

6.3.4 Research and Development

- Research committee is established to encourage research amongst faculty and students.
- Teachers are encouraged to present research papers in conferences and also publish papers in UGC recognised journals.
- Registration money for seminars is reimbursed to teachers
- Duty Leave is granted for attending seminars and workshops
- Research centre with 8 computers and SPSS software is available for the staff and students.
- Workshop was organised on PREPARATION OF MINOR RESEARCH PROPOSAL to be submitted to the University of Mumbai
- Workshop ON STATISTICAL METHODS IN RESEARCH was organised to explain the importance and application of statistical methods in research.

- Seminar was organised ON INTELLECTUAL PROPERTY RIGHTS for the students of M.Sc.EVS, M.Sc. IT and M.Sc. CS. The objective of the seminar was to encourage the post graduate students to undertake research.
- Workshop on RESEARCH ORIENTATION was conducted with special reference to AVISHKAR.
- **"SLIDE GEEKS":** M.Com in association with Research Committee organised "Slide Geeks" - a student research paper presentation competition on "Recent trends in Science, Technology & Management" to give a platform to students from all courses to showcase their research talent.
- **Major Project: (In progress)**

The Department of Environmental Science has received a major project entitled "Spatial Distribution of Uranium and associated Water quality parameters in groundwater/drinking water of five districts (Mumbai, Mumbai Suburban, Thane, Raigad, & Nasik) of Maharashtra". The project is funded by Board of Research in Nuclear Sciences (BRNS), Department of Atomic Energy, and Government of India. The project is for 2 years. The college has received with two year grant of Rs 25,23,150/- for the project. – The project is headed by Dr. Jyoti G. Koliyar - Principal Investigator

- **Minor Project**
  Dr. Neera Kumar undertook a Minor Research Project Mumbai University "Role of NMMC in economic empowerment of women."

6.3.5   Library, ICT and physical infrastructure / instrumentation

LIBRARY

• Library has a Research Centre with 8 Computers, Printer, Scanner and internet facility for the staff as well as students

- Browsing facility on 11 computers.
- Photocopying facility is available for staff as well as students.
- 180 new reference books and 21 E-journals (SAGE) have been added
- Repository of Students' projects.
- Book Bank
- Providing soft copy of question papers
- Separate space for physically challenged students.
- Library committee emphasized on Information Literacy by organising sessions on Civil Services, NET/SET Guidance to create academics and career awareness. Session on Importance of reading and writing habits was also organised by Mr. Rishi Vora, author, to inculcate literary culture amongst students.

ICT & PHYSICAL INFRASTRUCTURE

• The number of computer Laboratories has increased to 8.

• An Electronics laboratory and two Environmental Laboratories are available.

• SPSS software and Language Lab software are available.

- No of computer in the college has increased from 220 to 254.
- The RAM has been upgraded from 4 to 8GB.

6.3.6 Human Resource Management

The Human Resource Development function is centralised for all the SIES institutions.
The Department is responsible for
- Recruitment, selection and training of employees
- Fixation of salary
- Promotion
- Training of teaching and non- teaching
- Maintenance and monitoring of attendance and leave records
- Staff welfare facilities such as gratuity, medical insurance etc are provided to staff members.
- Central Training Department under Central HR is responsible for training of Teaching and Non-Teaching staff

6.3.7 Faculty and Staff recruitment

- The staff recruitment process is conducted as per the University norms. The vacancies are identified at the end of the academic year for next academic year. The vacant posts are advertised in three leading English News Papers and Marathi News Paper after taking the approval from Management and University of Mumbai.
- After proper scrutiny, eligible candidates are called for an interview.
- The shortlisted candidates are asked to give a demonstration lecture.
- Ad-hoc faculties are appointed through interview and lecture demonstration.
- Where the workload does not justify a fulltime appointment or the subject requires special knowledge or experience, visiting faculty may be appointed.

6.3.8 Industry Interaction / Collaboration

- **CONSUMER GUIDANCE SESSION**: In association with Consumer Guidance Society of India, the seminar was held in 3 sessions, for students of B.Com, DLLE and Junior college.
- **WORK SHOP ON ERP & SAP**: Technoria Technologies Pvt. Ltd. Conducted the workshop for students of FY, SY and TY B.Com and BFM students.
- **INDUSTRY VISIT**: Students of SYBAF along with a staff member visited Bharat Bijlee Ltd, Airoli.
- **RECRUITMENT DRIVE**: More than 10 Renowned & well - established firms like Aviva Life Insurance, Recruit indeed, visited the campus to select and place the students.
- **MEDIA SUMMIT**: Mr. Ram Punyani and Mr. Javed Anand, senior journalists were the Resource Persons at the conference for students of Journalism.
- **WORKSHOP ON JAVA AND ANDROID TECHNOLOGIES**: A Workshop on "Java Technology and Android" for students of FY, SY and TY was conducted by the experts, Mrs. Vijalakshmi Ramesh and Mrs. Nidhi Shweta from Seed Infotech (Vashi).
- **ROTARY YOUTH LEADERSHIP AWARDS (RYLA)**: This event aimed at polishing the leadership skills of the participants by conducting programs on Emotional Intelligence, video presentations and interactive sessions. Around 90 students were beneficiaries of the program.
- **WORKSHOP ON EVENT MANAGEMENT**: Dr. Jitendra Joshi, Founder, CEO, Sports Consultz (leading sports event Management Company) and MR. Harmeet Singh Gupta, Founder And MD – U & I Entertainment were the guests of honour at the workshop for students on event management organized by the DLLE OF the college.
- **WORKSHOP ON INVESTMENT**: Lotus Knowledge Wealth (Capital market Advisory and Training Co.) conducted a program to create awareness among students about various investment avenues.
- **SEMINAR ON OVERSEAS EDUCATION**: HDFC CREDILA organised a seminar for the students aspiring to pursue further studies abroad.
- **FACULTY DEVELOPMENT PROGRAM**: Add-on committee in association with NIIT SWIFT (Global Talent Development Corporation) organised FDP on Advanced Excel for teaching and non-teaching staff.
- Industry interaction and collaboration are encouraged. Students are encouraged to undertake live projects to get industry exposure.

6.3.9   Admission of Students

The Admissions are granted as per the guidelines and schedule given by the University of Mumbai.

An Admission Committee is constituted to manage and monitor the admissions.

Our College is a Capitation free institution and admissions are purely on merit basis.

Merit lists are prepared as per the guidelines of the University and displayed on the College notice board as well as Website.

An Ombudsman has been appointed by the management to address the grievance related to admissions.

The management conducts an admissions audit.

6.4 Welfare schemes for

Teaching	Provident Fund from the time of appointment Gratuity on retirement Medical Insurance Medical Insurance reimbursement for self and family Reimbursement of registration Fees for paper presentations Felicitation of teachers on completion of 25 years of service and completing PhD, in the Annual Day organized by the Management. Admission to wards of teaching staff in any of the sister institutions based on merit. Free tea provided to teachers
Non teaching	Provident fund at the time of retirement Medical insurance reimbursement for self and family Sponsoring participation in sports and other activities Felicitation of non-teaching staff on completion of 25 years of service Admission to wards of non- teaching staff in any of the sister institutions Free tea provided to non-teaching staff
Students	Endowment Prizes for meritorious students Instalment facility for the payment of fees SIES Education Assistance Trust(SEAT) scholarship for deserving and needy students Sponsoring fees for needy students by the SIES Nerul Alumni Trust Free internet facilities Free personal counselling service Appreciation certificates to students for their outstanding contribution in academics, extra- curricular & co–curricular activities and for community services

6.5 Total 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	Yes	LRQA	Yes	IQAC and internal auditors
Administrative	Yes	LRQA	Yes	IQAC and internal auditors.

The institution successfully completed transition audit and upgraded from ISO 9001:2008 standards to ISO 9001:2015 standards.

6.8 Does the University/ Autonomous College declare 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?

[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

PHOTOGRAPHY SEMINAR: In association with IQAC, a seminar on photography was conducted by in house faculty on clicking photos.

COLLOQUIUM: A Panel Discussion was organized by the alumni for the Third year students on the topic – "Retail and Institutional investment".

KAIZEN WAVE: Kaizen Wave is a series of corporate interactive sessions between the industry experts and the students to bridge the gap between the academic and corporate world. The session was organized on Digital Marketing and Travel Reporting for the students of BMS and BMM students.

YOUTH EMPOWERMENT SESSION: A seminar on youth empowerment was conducted by AIESEC and Alumni Committee for the benefit of the students who are interested in doing foreign internships

SEMINAR ON OVERSEAS EDUCATION: Students aspiring to pursue further studies abroad were given adequate practical and relevant information in a seminar hosted by the he Alumni Committee in association of HDFC CREDILA.

SEMINAR ON DIET AND NUTRITION: Ms. Seethalakshmi Ravi Shankar, Clinical nutritionist, Fortis Hospital addressed the sportspersons of the college to provide guidance on the right type of food to be consumed by them to support their physical activity.

ALUMNI MEET: The event was conceived with the aim to establish longstanding bond between the college and its former students. Alumni Meet 2018 saw close to 200 alumni coming together across batches. At the meet, SIESNAA honoured all the teachers who had contributed over a decade's service to the College.

DEGREE DISTRIBUTION CEREMONY: Students who consistently topped from Semester I to Semester VI were felicitated by Dr. Meena Chintamani, Registrar of NMIMS Deemed University. This was followed by Graduation Day where around 450 graduates of the 2014-17 batches from all the courses were awarded their degrees.

TATTVA: The Alumni Committee in association with IQAC organized "Tattva- workshop cum competition on professional ethics". The event conducted by Mr. R. Aditya Subramanyam who is an alumnus of the College. The workshop focused on the importance of ethical values. Around 30 odd teams of 70-75 students participated in the event.

SIESNAA Sponsors the fees of 5 five needy students amounting to Rs25,000.

6.12 Activities and support from the Parent – Teacher Association

PTA MEETING: The event was graced by the Chief guest Dr. Charanjeeth Kaur, (Associate Director of SPARROW – Sound & Picture Archives for Research on Women) who expressed her views regarding parenting in the modern times and gave practical inputs for bridging the generation gap between students and parents. The program was also graced by the Guest of Honour, Dr. Padma Deshmukh, who expressed her views on the importance of PTA in Degree colleges.

6.13 Development programmes for support staff

WORKSHOP ON HEALTHY LIVING: This workshop was organised for teaching and non teaching staff. The workshop was conducted by doctors from D.Y Patil Hospital. The doctors demonstrated exercises for knee, shoulder, lower back, and neck.

WORKSHOP ON ADVANCED MICROSOFT EXCEL: It was conducted for Non-teaching staff in association with NIIT SWIFT.

WORKSHOP ON HEALTHY LIVING & EXERCISE: It was conducted by Dr. Ramkrishnan (Professor & HOD of Kinesiotherapy & Physical Department), Dr. Sathya and Dr Sukhada Prabhu from D.Y Patil Medical College. Exercises were demonstrated for lower back, shoulder, neck and knee pain. Also important tips were provided on how to avoid problems which are common among non-teaching staff.

SPANDAN 2018: One day workshop on Stress Management and Creativity was held to encourage teamwork and interaction.

SOCIAL EVENT ON HUMANITY AND GRATITUDE: B.Com (Financial Markets) course conducted a social event to inculcate the value of inclusion amongst students by honouring and felicitating their "Everyday Heroes "i.e. the cleaning staff of the college. The occasion was graced by Mr. Rajendra Sonawane, Chief Sanitary Officer of the NMMC.

IGT [INDOOR GAMES TOURNAMENT]: Sports committee had organised the tournament which included games like Table Tennis, chess and carom.

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

TREE PLANTATION: A Tree Plantation Drive was undertaken in Ashok Vatika – a location in the College campus.

TREE PLANTATION: Tree plantation in the Kharghar Hills was executed in association with the Mumbai Waste Management and professionals from the Indian Institute for Environmental Management. A total of 170 volunteers participated in the event and planted about **2200** plant saplings all around the region.

E – WASTE COLLECTION: An e – waste collection drive was organized in the college campus to gather all the waste and recycle, reuse and remake the useless ones to useful ones. The committee successfully made a total collection of 110 kgs of e waste and donated it to an NGO, Ecorox.

PAPER BAG MAKING ACTIVITY: The main aim of the event was to take a small step towards eradication of usage of plastic bags. 30 NSS volunteers made 640 paper bags in the time span of one hour and thirty minutes and distributed them among the local vendors to prevent the usage of plastic bags.

SWACHH BHARAT ABHIYAN: A cleaning-up activity was conducted in the premises of the college.

WASTE SEGREGATION: The volunteers marched in a rally from SIES College to the adopted area of the College, Shivaji Nagar. The purpose of the rally was to make people aware about waste segregation with the help of posters, slogans and street plays.

EARTH EXHIBITION: Students displayed models on the themes like Earths Magnetism, Earth and Transportation, Ecotourism and Geological Wonders of the World at SIES High School, Matunga.

GANESHOTSAV: Ganesh Utsav was celebrated in the college by worshipping Eco Friendly Ganpati idol.

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.

The college has introduced the online education process. It is based on digital Edu software.

It has helped in stream lining the following processes

1) Admission
2) ID Generation
3) Attendance
4) Railway Concession

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

1) The workshop was organised to help colleges to understand the new accreditation and assessment process under NAAC.

2) A two day of women self defence program was conducted in partnership with Iron Wolf207. 545 girl students were trained in the 2 day workshop.
3) The volunteers from BMM organised a band now known as Hymn Humanity. The band performed at Shanmukhananda Hall. The profits of the concert conducted by the band are forwarded to two villages adopted by SIES.

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

1 Hymn Humanity as part of social initiative.
2 Cumulative Learning and Skill Development Practices

Annexure IV

7.4 Contribution to environmental awareness / protection

> 1) Tree plantation drive have been undertaken in college campus.
>
> 2) E-waste collection drive with the help of NGO EcoRox.
>
> 3) Organizing competition related to environmental awareness.
>
> 4) Putting environmental awareness posters in front of classrooms, laboratories.
>
> 5) Creating awareness about environment in the neighbouring vicinity on a regular basis.
>
> 6) Celebrating Ganapati Celebrations with Eco friendly Ganapati.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]
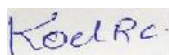
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

> The numbers of computer laboratories have increased from 7 to 8. The numbers of computers have increased from 220 to 254. The RAM has also expanded to 8GB. This has contributed towards effective teaching.

8. **Plans of institution for next year**
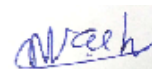
> 1) Conduct of academic and administrative audit based on University of Mumbai.
> 2) Two national conferences in management and Information technology.
> 3) Introduction of add-on courses in foreign languages, GST and IT.
> 4) Establishment of incubation centre.

Name: **Dr Koel RoyChoudhury**   *Name:* **Dr Milind Vaidya**

_____   _____

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

_____***_____

Annexure I

Academic Calendar 2017-18

The arrangement of terms for the academic year 2017-2018

Term	Duration
First term	**5th June 2017 to 16th October 2017**
Second Term	**9th November to 12th May 2018**
Mid Term Break	**17th October 2017 to 8th November 2018**
Winter Break	**25th December 2017 to 1st January 2018**

(In all cases, both days included)

Schedule of Exam Related Activities Second Half 2017

Sr. No.	Subject	Date
1	Commencement of Supplementary exam Semester-II & Semester- IV (7 Point Grading Systems)	12th August 2017
2	Commencement of Supplementary exam Semester-I & Semester- III (7 Point Grading Systems)	6th September 2017
3	Submission of Internal Marks of Semester I to IV (7 Point Grading Systems)	10th August 2017
4	Commencement of Additional Examination for First Year Semester - I & III	6th September 2017
5	Submission of Supplementary exam marks II & IV / I & III (7 Point Grading Systems)	24th August 2017 / 20th September 2017
6	Internal Exam for First year Sem-I & second year Sem-III	21st to 23rd August 2017
7	Internal & Practical Marks for first year Sem-I	4th & 6th December 2017
8	Commencement of Regular exam First Year Semester-I	20th November 2017
9	Commencement of Regular exam Second Year Semester-III	9th November 2017
10	Submission of Practical examination Marks for second year	5th October 2016
11	Submission of Corrected Papers For First year except BMS & BCOM	9th December 2017
12	Submission of Corrected Papers For First Year BMS	11th December 2017

13	Submission of Corrected Papers For First Year BCOM	16th December 2017
14	Submission of Corrected Papers For Second Year except BCOM & BAF	28th November 2017
15	Submission of Corrected Papers For Second Year BCOM	12th December 2017
16	Submission of Corrected Papers For Second Year BAF	6th December 2017
17	Moderation for except First year BMS, B.Com.	20th December 2017
18	Moderation for except Second year IT, BMS, B.Com., BAF, BMM	29th November, 2nd & 4th December 2017
19	Result for all the courses of First & Second Year (Sem - I & III)	22nd January 2018

Schedule of Exam Related Activities First Half 2018

Sr. No.	Subject	Date
1	Commencement of Supplementary exam Semester-II & Semester- IV (7 Point Grading Systems)	20th February 2018
2	Commencement of Supplementary exam Semester-I & Semester- III (7 Point Grading Systems)	9th February 2018
3	Internal Exam for Exam First year Sem-II & second year Sem-IV	5th February 2018
4	Commencement of Regular exam First Year Semester-II	12th April 2018
5	Commencement of Regular exam Second Year Semester-IV	24th April 2018
6	Commencement of Supplementary exam Semester-I & Semester- III	20th March 2018
7	Submission of Internal marks for Supplementary Exam First year Sem-I & second year Sem-III	5th April 2018
8	Submission of Practical marks for (Regular Exam) First year Sem-II & second year Sem-IV	16th April 2018
9	Submission of Internal marks for (Regular Exam) First year Sem-II & second year Sem-IV	9th & 16th April 2018
10	Submission of Corrected Papers For First year BCOM & BMS	27th April 2018
11	Submission of Corrected Papers For First Year BAF, BBI,	25th April 2018

	BFM	
12	Submission of Corrected Papers For First Year BMM & CS	24th April 2018
13	Submission of Corrected Papers For First Year IT	21st April 2018
14	Submission of Corrected Papers For Second Year BBI, BAF, BFM. BMS	7th May 2018
15	Submission of Corrected Papers For Second Year B.Com.	10th May 2018
16	Submission of Corrected Papers For Second Year CS	5th May 2018
17	Submission of Corrected Papers For Second Year IT	4th May 2018
18	Moderation for except First year BMS, B.Com.	28th April 2018
19	Commencement of Additional Examination for First Year Semester - II & IV	5th May 2018
20	Result for all the courses of First & Second Year (Sem - II & IV)	24th May 2018

Annexure III

SIES (Nerul) College of Arts, Science and Commerce

Teachers' Evaluation Questionnaire (2017-18)

Teacher evaluation on a 1-5 scale with respect to each of the following:
1- Poor   2 - Average   3 - Good   4 - Very Good   and 5 - Excellent

Parameter/ Criteria

1. Punctual in the class and Regular in taking lectures/Practical

2. Displays a thorough knowledge of curriculum and subject matter

3. Covers and completes syllabus on time

4. Motivates students to learn and participate

5. Have ability to generate & sustain interest

6. Clarity of explanation (teacher delivers the lesson clearly in an effective style)

7. Establishes and maintains discipline in the class

8. Is audible and have good Command over the medium of instruction (English)

9. Provides study material /notes in class and uses appropriate teaching methods to enhance learning

10. Is available/ approachable to students outside class time (for tutoring/review work etc.)

Under Graduate Courses

Department \Parameter	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	Average
B.Com.	3.73	3.78	3.67	3.57	3.48	3.59	3.64	3.7	3.55	3.54	3.63
B.Com.(AF)	3.79	3.83	3.73	3.64	3.55	3.66	3.68	3.77	3.65	3.62	3.69
B.Com. (FM)	3.83	3.88	3.79	3.7	3.61	3.71	3.73	3.81	3.69	3.67	3.74
B.Com. (BI)	3.83	3.86	3.79	3.71	3.61	3.69	3.74	3.82	3.68	3.66	3.74
BMS	3.83	3.85	3.78	3.69	3.61	3.7	3.72	3.81	3.68	3.66	3.73
BMM	3.83	3.85	3.78	3.7	3.61	3.7	3.73	3.81	3.68	3.66	3.74
BSc. CS	3.81	3.84	3.77	3.68	3.6	3.68	3.72	3.8	3.67	3.65	3.72
BSc. IT	3.83	3.85	3.78	3.7	3.62	3.7	3.74	3.81	3.69	3.66	3.74
Average	3.81	3.84	3.76	3.67	3.59	3.68	3.71	3.79	3.66	3.64	3.72
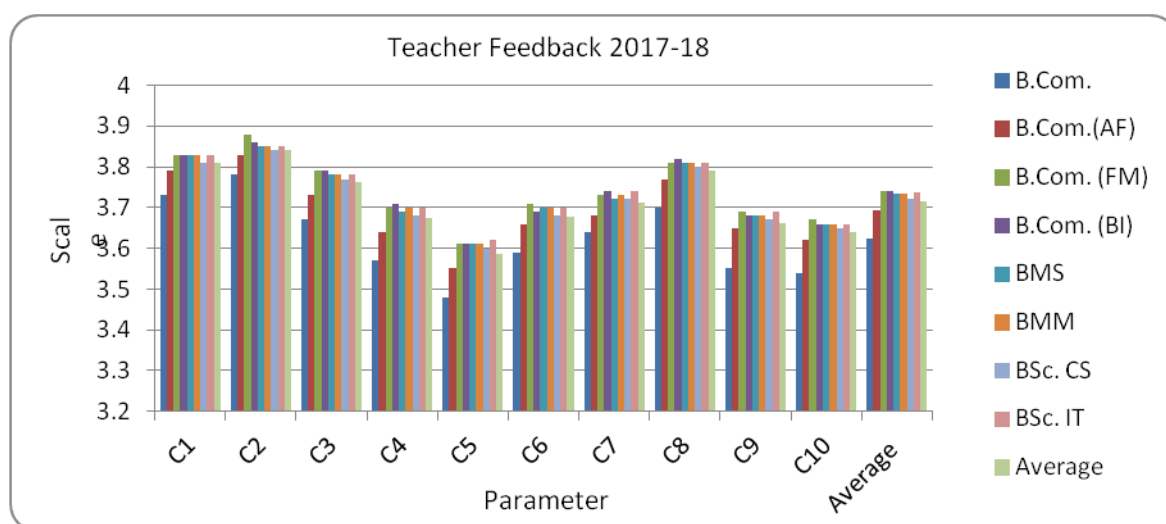
Post Graduate Courses

Department	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	Average
M.Sc. (C.S.)	3.72	3.93	3.53	3.76	3.66	3.69	3.81	3.92	3.78	3.68	3.75
M.Sc. (I.T.)	3.65	3.64	3.39	3.69	3.55	3.58	3.65	3.76	3.56	3.57	3.6
M.Sc. (E.V.S.)	3.6	3.62	3.47	3.52	3.44	3.51	3.58	3.67	3.3	3.42	3.51
M.Com.	3.66	3.68	3.51	3.53	3.47	3.54	3.6	3.71	3.37	3.45	3.55
Average	3.66	3.72	3.48	3.63	3.53	3.58	3.66	3.77	3.50	3.53	3.60

Teacher Feedback 2017-18
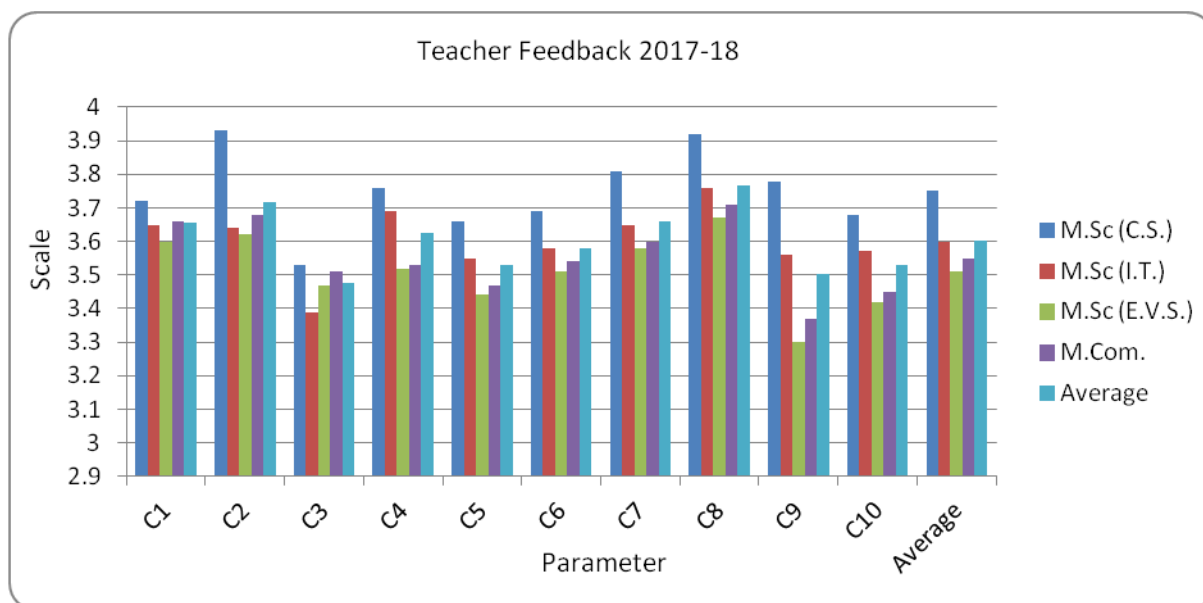
SIES (Nerul) College of Arts, Science and Commerce
FEEDBACK FROM PARENTS (2017-18)

Date:

Dear Parents,

The SIES (Nerul) College of Arts, Science and Commerce was founded in the year 1998. The college provides all the facilities for the students to turn entrepreneurs and professionals. Since its inception, college has tried to pursue excellence in every aspect it touches whether academics, infrastructural or environmental. We have a questionnaire for you to give us feedback about our institute and its system.

PARENT'S INFORMATION

Parents Name   :   Occupation:
Contact No.   :   Email Id:
Students Name   :   Class:

You are requested to give marks against each question as per following norms:
1 - Strongly Disagree; 2 – Disagree; 3 – Neutral; 4 – Agree; 5 - Strongly Agree
✓ (Put a tick mark against the rating you agree)

S. No.	Questions	1	2	3	4	5
1.	Getting admission in SIES College is a matter of pride for me					
2.	Admission process of college is fair and transparent					
3.	I am happy with the high standard of discipline of this college					
4.	I am satisfied with safety of my ward in college					
5.	The atmosphere of college is conducive to learning					
6.	Extracurricular activities are useful in overall development of my ward					
7.	College examination results are declared on time					
8.	The college has satisfactory teaching-learning process					
9.	I am satisfied with teaching standards & teachers approach towards students					
10.	Teacher is approachable for support & progression of my ward					
11.	Guest lecturers organized by the college are very useful for students					
12.	The soft skills training & subsequent placements are good in this college					
13.	My ward's intellectual ability has improved whist studying in this college					
14.	I am satisfied with the holistic development of my ward					

Suggestions and areas of attention for further improvement (if any):

_____

_____

_____

Thank you for taking the time to go through the items carefully and writing down your thoughts honestly.

**FEEDBACK FROM PARENTS (2017-18)**
SUMMARY OF ANALYSIS

Parameter	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14
Strongly Disagree	3	3	3	6	3	6	6	6	3	6	3	3	3	3
Disagree	3	0	6	0	3	6	14	3	3	0	0	0	3	3
Neutral	6	3	6	9	11	9	17	11	3	6	11	11	6	3
Agree	37	37	37	20	43	34	43	46	43	37	46	46	37	43
Strongly Agree	51	57	49	66	40	46	20	34	49	51	40	40	51	49
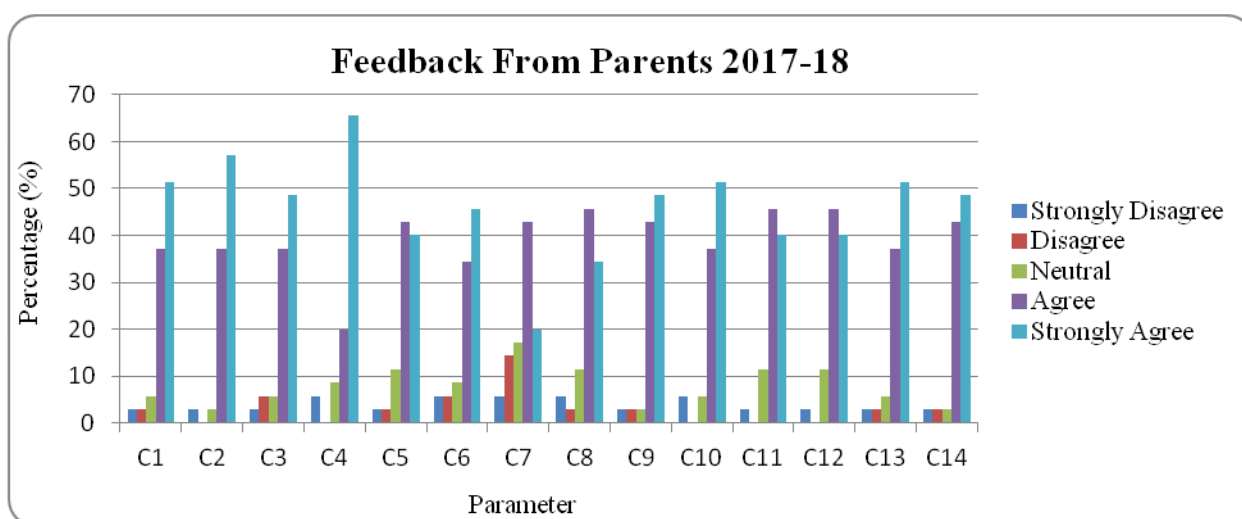
FEED BACK FROM CORPORATE/EMPLOYERS (2017-18)

 The feedback was taken from TCS, Wipro, ICICI Lombard GIC, Axis Securities Ltd., Outchem.com, WNS Global Services (P) Ltd and Eclerx Services where our students had been placed in 2017-18. The seven parameters on which employers' feedback was taken were:

   a) Language skills of students
   b) Numerical Skills of students
   c) IT skills of students
   d) Personality development of students
   e) Interview performance
   f) Suitability for the post
   g) Institutional Support

Employers' Feed back on student's Skills
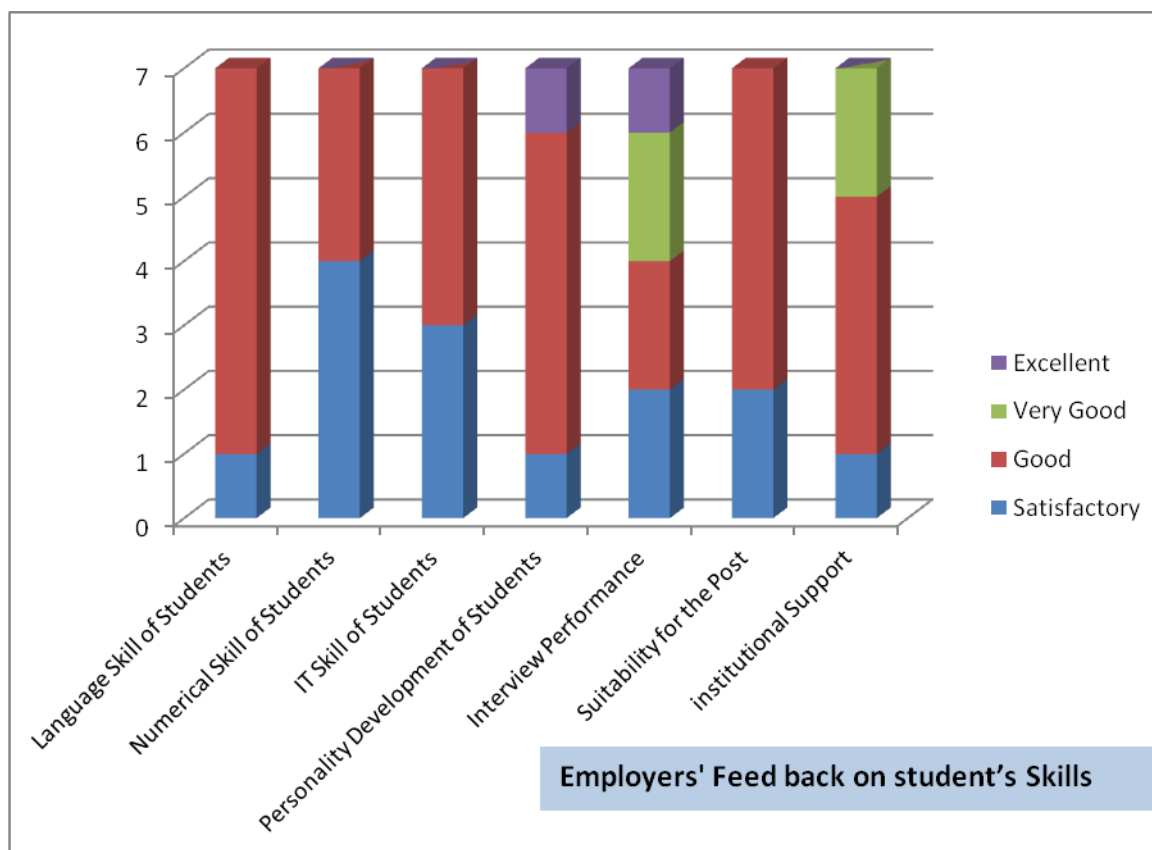
Alumni Feedback Questionnaire

Personal details

Name   :
Contact No.:
Email Id.   :
Course   :
Year of Study   : From _____to _____

1. Whether Placed Thru College:
   ☐   Yes   ☐   No
2. Name of the organization currently working:
   ☐   Designation:
   ☐   Package received:
3. Whether pursuing higher education:
   ☐   Name of the Institution joined:
   ☐   Name of the Program admitted to:
4. Whether selected/qualified for any of the following competitive examinations?
   ☐   NET/SLET   ☐ GMAT   ☐   GATE   ☐ TOFEL   ☐ CAT

   ☐   RGE   ☐ Civil services   ☐ State government examinations

Choose from 1-5 where the numbers denote:
1 - Strongly Disagree; 2 – Disagree; 3 - Satisfactory; 4 – Agree; 5 - Strongly Agree
✓ **(Put a tick mark against the rating you agree)**

S. No.	A. About College	1	2	3	4	5
1.	I feel proud to be associated with college as Alumni					
2.	The developments in the college in recent year is appreciative					
3.	There exists opportunities for overall development in the college					

S. No.	B. Facilities with respect to the following infrastructure is excellent	1	2	3	4	5
1.	Classrooms					
2.	Computer Lab./Equipments					
3.	Library/Reading Room					
4.	Canteen					
5.	Sports and Cultural facilities					

S. No.	C. Office Administration with respect to the following is excellent	1	2	3	4	5
1.	Cooperative from Office staff					
2.	Processing time to obtain document					
3.	Courtesy of office staff					

S. No.	D. Department & Faculty	1	2	3	4	5
1.	Education imparted at college is useful & relevant in my present job					
2.	Motivation to pursue higher studies was provided by the faculty					
3.	Proper Academic initiatives are taken by the college to improve know-how of the students:					
	(a) Industry Visits					
	(b) Seminars &Workshop					
	(c) Guest Lectures					
	(d) Special Training Classes for bridging Industry/Academic gap					

S. No.	E. About Training & Placement cell	1	2	3	4	5
1.	Placement Cell provided ample on campus placement opportunities					
2.	Career counseling and guidance for higher studies was provided by Placement Cell					

F. Do you receive communications from the college/department through Mails/ Calls/SMS etc?
   ☐   Yes   ☐   No   ☐   Maybe

G. Would you like to contribute to the development of the college as alumni?
   ☐   Yes   ☐   No   ☐   Maybe

   If yes how?

H. If invited to deliver A Guest Lecture/A Special Talk/A Motivational Session for your juniors, will you be interested?
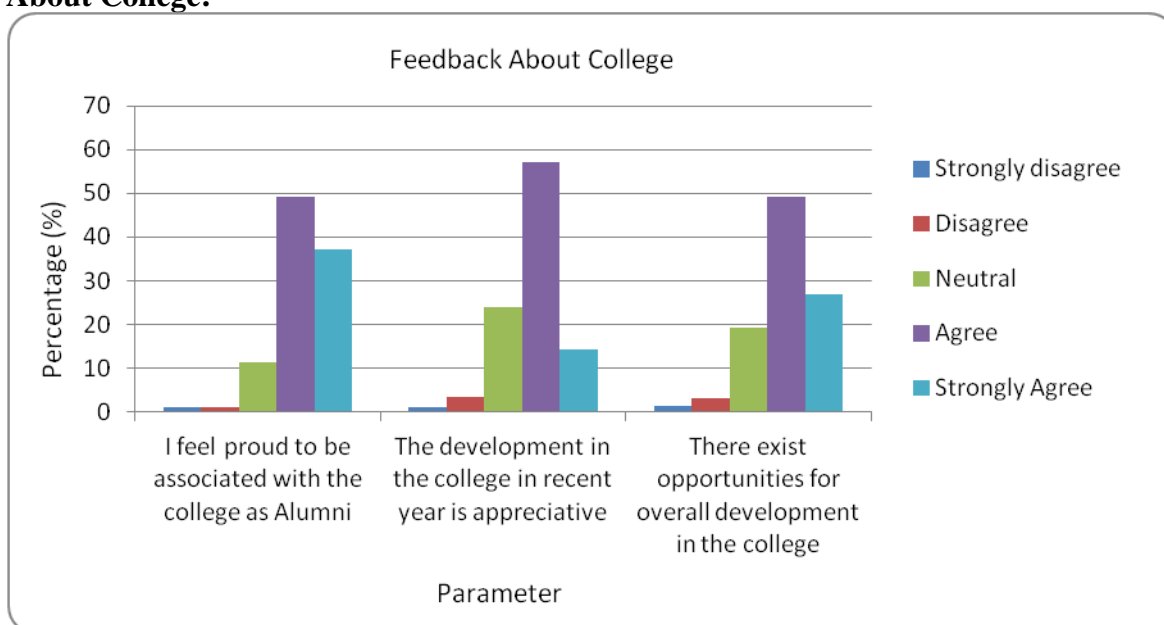   ☐   Yes   ☐   No   ☐   Maybe

I. Would you recommend the college to a friend or relative?
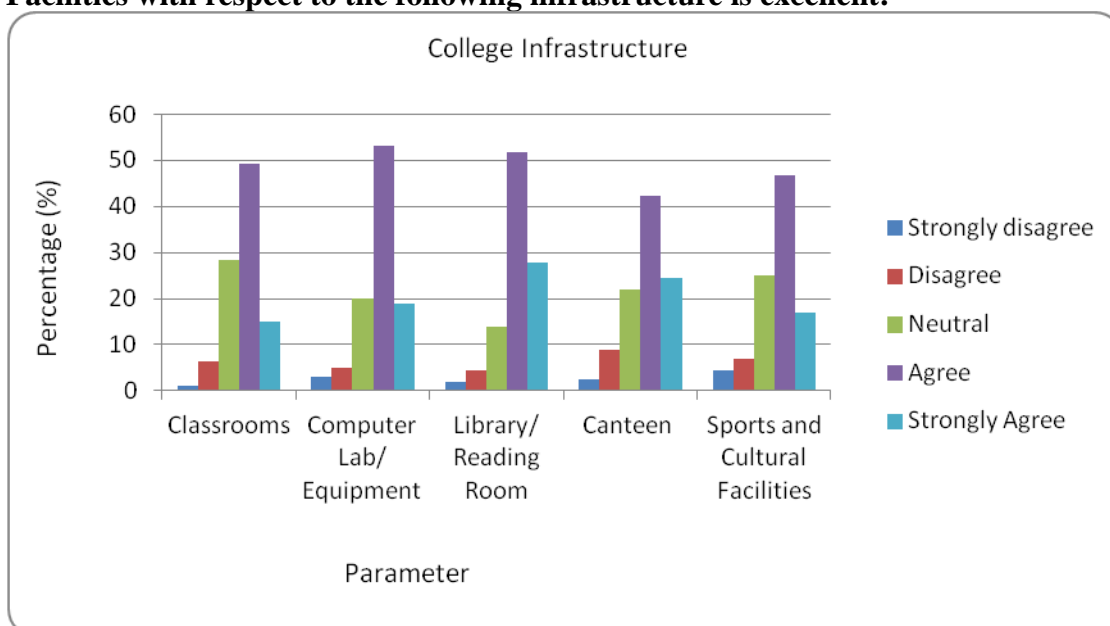   ☐   Yes   ☐   No   ☐   Maybe

Suggestions and areas of attention for further improvement (if any):

_____

_____

_____

_____

Thank you for taking the time to go through the items carefully and writing down your thoughts honestly.
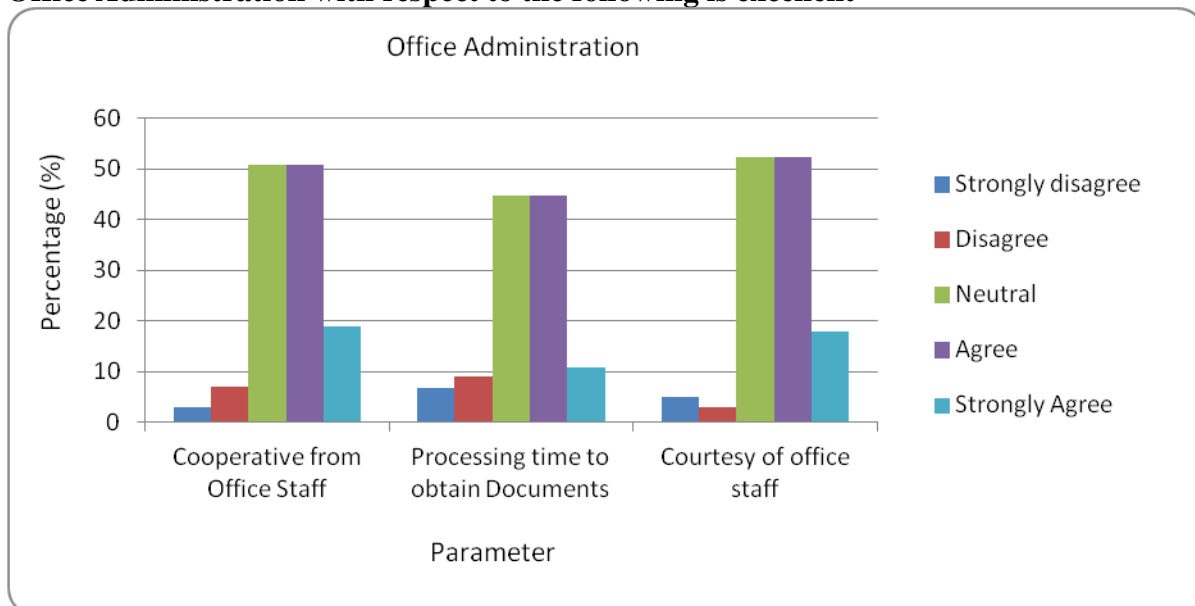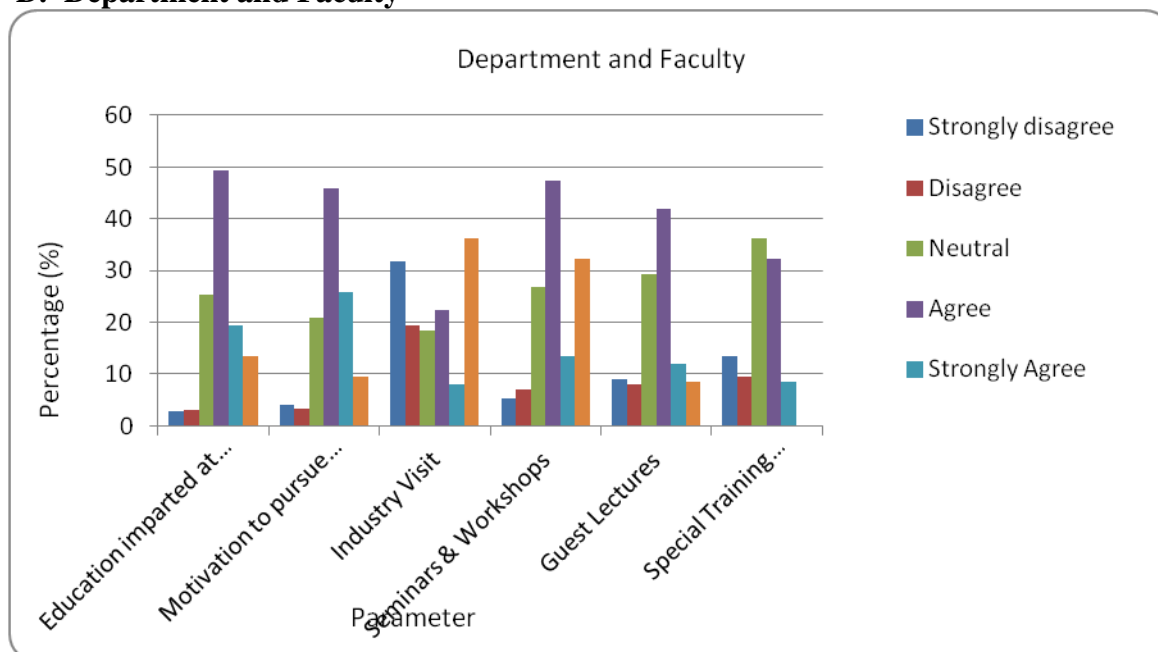
A. About College:

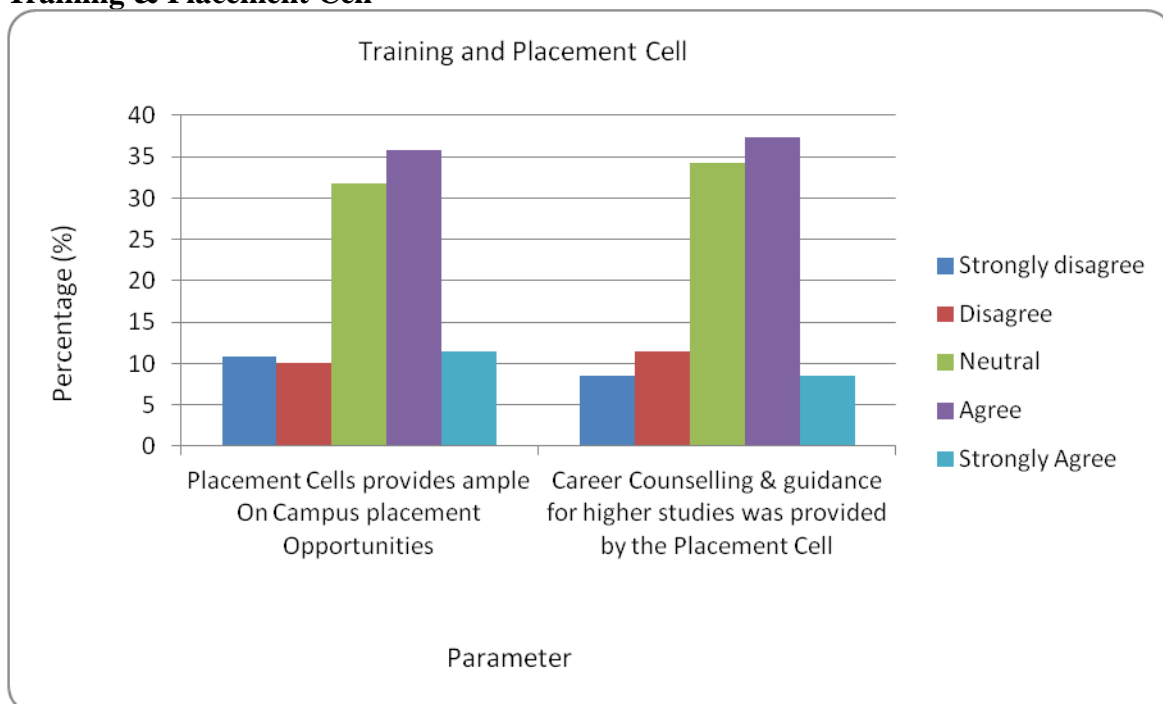## B. Facilities with respect to the following infrastructure is excellent:

C. Office Administration with respect to the following is excellent

D. Department and Faculty

E. Training & Placement Cell

Training and Placement Cell

<div align="center">Annexure IV</div>

Best Practice: 1

Title 1: HYMN HUMANITY: Chords to Conquer

1. **Goal:** As an institution, SIES ASCN aims at inculcating values of social responsibility in its students, in addition to the academic knowledge imparted to them. To achieve the same, the College encourages the students to organize and participate in various social outreach programmes. Accordingly, students and faculty of each department undertake to launch a socially committed initiative from time to time, one of them being the Hymn Humanity Project.

2. **Context:** The Hymn Humanity Project was devised as a social outreach programme by the Department of Mass Media (BMM) to give expression to the Institutional Social Responsibility of the SIES Management. Conceived in the academic year 2016-17, the Project aimed at creating a music band comprising of talents from SIES, which would subsequently perform to raise funds for the social causes undertaken by the Management. In addition, it was to provide a platform for the students – both alumni and existing ones – to showcase their talent as musicians after a reasonable training session under a professional. Thus, the project was designed to benefit the students, the needy and society at large through the healing power of music.

3. **Objectives:**
   (i)   To recognize and advocate Institutional Social Responsibility
   (ii)   To challenge the disparities in the society and uphold the spirit of cooperative living in a society
   (iii) To develop an empathetic attitude in the students towards the underprivileged sections of the society.
   (iv)   To nurture the creative talents of the students

4. **The Practice**: The students of BMM Department were entrusted with the digital promotion of the project Hymn Humanity. Accordingly, the students began with deliberations about the logo and tag line and after short listing several options, they arrived at a logo comprising of a tricoloured Mandala and the tag line "Chords to Conquer"; the Mandala symbolizing the never ending cycle of life with its three representative colours green (for love), blue (for inner peace) and yellow (for learning and wisdom) along with the tag line defined the thought behind the Hymn Humanity project – that of blending music and social reforms on a mutually beneficial platform. In addition, the students also designed a website for Hymn Humanity (http://www.hymnhumanity.org/) to create awareness about the initiative and win external support for the same.

   Having laid the groundwork, the students then visited the Goethegaon School as part of the programme and captured the mindscapes of the young children on their camera further shaping it into a video the showcased the beauty of their aspirations and dreams. Further, the students uploaded the same on You-tube (https://youtu.be /QHiYLR-wAMMERMM) as well as the official website of Hymn Humanity (https://youtu.be/AnYr405)with a view of sensitizing the students of SIES and the society towards their concerns. Finally, in order to achieve the true purpose of forming a music band, the student volunteers provided assistance in conducting auditions at various institutions of SIES, and the musicians thus finalized were trained by Mr. Haroon Hanif, an SIES Alumni who studied music at AR Rahman's Academy.

   Conclusively, the band Hymn Humanity was launched on 15th of August, 2017 receiving overwhelming support for its performance from the audience at Shanmukhananda Hall in Matunga, Mumbai. Further, the band performed on the 25th of February, 2018. Following its initial success, this endeavour initiated by the Department of Mass Media (BMM), SIES Nerul was adopted by the entire community of SIES.

5. **Evidence of Success:** The entire process fulfilled the objective of making the students more responsible and empathetic towards society. This was evidenced in newfound enthusiasm for socially relevant activities in the students of BMM after the success and fruition of the Hymn Humanity Project. Also, the money raised from the Hymn Humanity band performances along with the sponsorships from SIES Management was utilized in the development of infrastructure of Goethegaon School. The inauguration of the same is scheduled in the month of October 2018. Lastly, the program was successful in identifying and encouraging music talents from SIES (Nerul), SIES (SION, East and West) ,SIES School, Matunga in the form of vocalists, composers, and instrumentalists. However, the most gratifying part of the programme was empowering several visually impaired students by including them in the band and celebrating their music skills at par with others truly realizing the idea of **Hymn Humanity.**

Best Practice: 2

Title 1: Cumulative Learning and Skill Development Practices

1. Goal: Being a nodal centre of various academic programmes, the College insists on tailoring the teaching learning methods as per the requirements of each discipline of study with the holistic development of its students in view. Accordingly, it conceptualizes educative platforms that augment the intellectual as well as the professional skills of the students during the course of an under graduate and/or post graduate programme, thereby conforming to its mission - "Rise with Education".

2. Context: Considering that the College admits students from vernacular and non-vernacular backgrounds, it becomes imperative to impart knowledge in a student friendly manner. Accordingly, the student centred framework adopted by the College incudes practices like: Interactive Learning, Participatory Learning, ICT Enabled Teaching, and Innovative Practices of Teaching. All of these bring about an all-encompassing growth in the student's knowledge acquisition and performance levels.

The basis of **Interactive Learning** is the policy of positive discrimination, whereby the students are grouped as per their strengths and weaknesses so that they can be guided by the teachers and industry experts to enhance their potential further. Thus, the motive of this

practise is to cater to individual students and their respective concerns. This method also ensures to increasingly set difficult benchmarks for students and undertakes to equip them to overcome their challenges at every level, and ultimately boost their self-confidence.

The essence of **Participatory Learning** is to actively engage the students in the learning process instead of being a passive recipient; it enables to break the monotony of classroom teaching and to promote the idea of learning through participation. Further, it enables the students to develop professional as well as soft skills that meet native and international industry standards.

Considering the needs of the young generation growing in the age of globalization, the implementation of **ICT Enabled Teaching Learning** becomes an imperative need based transformation. Therefore, the College encourages the use of technological audio-visual aids and a global connectivity through internet in classroom teaching. This again serves as an effort to achieve the idea of learner centred education by allowing an extensive access to information within and beyond classroom, and from library as well as web resources to both the teacher and the students. Such a method of teaching learning is advantageous in not only upgrading the recipient but also that of the gatekeepers of knowledge – the teachers.

3. Objectives:

i) **To adopt and encourage a 'You Attitude' in teaching learning**

ii) **To achieve improved levels of knowledge acquisition and skill development in students through innovative methods of teaching learning**

iii) **To provide platforms of experiment and exhibition to students**

iv) **To shape students into individuals of positive character and optimum potential**

4. The Practice:

Interactive Learning: This practise focuses on developing the intellectual skills of the students. Some of the methods under this practise emphasize on a student-teacher equation, while a few others on a student-student one. For instance, Bridge Course is an initiative that enables to bridge the gap between the academically weak and strong students by resolving the subject specific problems of the former. This is achieved in two ways: primarily with the teacher – student interaction, and also with bright student – weak student interaction. Further, classroom sessions involving problem solving between student clusters of the aforesaid nature also allows a weaker pupil to acquire knowledge through cooperative learning. Similarly, Intensive Coaching is another approach to address the subject specific issues of

the students. In the same vein, sessions by industry experts are also provided on career guidance, UPSC competitive examinations, and MBA coaching. Apart from the above, initiatives like academically oriented guest lectures, seminars, workshops are also conducted to expose the students to advanced levels of information thereby broadening their horizons.

Participatory Learning: This method emphasizes on developing the professional skills of the students whereby they undergo a complete personality transformation acquiring leadership, linguistic, persuasive, and other soft skills, apart from acquiring information. To begin with, the Departmental Fests that are purely designed on the basis of course contents insists the engagement of students as organizers, performers as well as audience. This becomes a creative platform of learning that encourages students to transform classroom knowledge into games, exhibits, business schemes, and other expressions of their imagination. Such fest like Frames - an international film festival - organised by Department of Mass Media on film making; Sharpshooters organised by the Department of Management Studies on management games and business quiz; Renegade and Technovision organised by Computer Science and Information Technology Department on IT topics, all add to the student centred scheme of teaching learning. Besides this, the students are also encouraged to take up live projects in the area of finance, marketing, insurance, journalism and IT under the guidance of teachers. Further, the interdepartmental debate competition like Expressions brings student groups together whereby they research on subject specific debate topics selected by the teacher, and gain knowledge about current market conditions and their implications in real life. Further, in courses like BMM and BMS, industry oriented case studies are incorporated as a part of teaching learning which invites inputs from the students and acts effectively on their problem solving skills. Likewise, students of courses like B.Com, BAF, and BBI hold exhibitions on various topics like Investment, Insurance and Merger and Acquisition through PPTs and charts. Students of B.Sc.C.S and BSc IT participate in Avishkar – an intercollegiate Research competition conducted by University of Mumbai. Also, Alta Performers are an event where advanced learners compete through poster competition, and in turn teach a subject to the class under the supervision of the faculty. Further, Role Plays are also used in the class to generate interest in the course content among students. Alongside these academic endeavours, the College also undertakes a number of extension programs under NSS, Rotract Club, DLLE whereby students organise as well as participate in socially committed programs like Swatch Bharat Abhiyaan, Blood Donation Camps, and Social Awareness Initiatives including skits, rallies, as well as

donations and volunteering for NGOs. Thus, Participatory Learning aids acquisition of knowledge through practical exercises.

ICT Enabled Teaching Learning:

Considering the paradigm shift in teaching methodologies, the College organizes workshops for teachers to upgrade their knowledge and the means to impart it. It also encourages the faculty to develop reading material and other such learning contents for students including Power Point Presentations and Tutorial Videos. To ensure results in this area, the College organized workshops on e- Content Development, Advanced Excel, SPSS and AMOS in Research, and also training sessions on use of Google Classroom to share the web resources developed by them. In addition to these, the College also supports the faculty in arranging online lectures and the lecture series by Dr. Manu Vohra was a result of such efforts.

Innovative methods: Innovation is essential to perpetuate the success of survival for an academic institution, especially for one which deals with a student population coming from diverse backgrounds. Therefore, the College introduces new techniques of augmenting the performance of its students through activities inside and outside the classroom. Some of the innovative practices adopted in the College are Open Book Test, Subject-wise Semester Assignments, and Class Presentations; each of these familiarizes the students with the contents of their study material at regular intervals preparing them for the Semester End Examinations in advance. Further, the students are trained in certain professional areas through regular college activities. For instance, students of BMM are included in designing the College Magazine or covering the College events training them in advertising, reporting, photography and videography; managing the college website and designing the feedback software of the College gave hands-on training to the students of IT. To add to this, the College also allows for learning beyond the campus through field visits to institutions like SEBI, RBI, IT industries to provide practical exposure to students. Drawing from these experiences, the students then students submit reports highlighting the knowledge gained thereby and also partake in a classroom discussion based on the same. Also, the College associates with external educational centres to bring professional courses to the campus at a subsidized cost through the Add-on Committee of the College. Accordingly, courses in Tally, TCS, Training for BPO, SAP

Along with these, the College also believes in imparting value education to the students to make them more empathetic to the needs of the underprivileged. Accordingly, all the

departments conduct social outreach program as part of their extracurricular activity from time to time; some of them being Awareness Programme on Mobile Addiction (B.Com), Bike Rally Promoting Road Safety (BBI), Rally in Support of Differently Abled People (BFM & BBI), Self Defence Programme for Girls (BMS).

5. Evidence of Success:

The Teaching –Learning scheme focusing on the above discussed four fronts has been enriching at the Institutional level; it is particularly so, in familiarizing the students with the recent changes in the academic and professional front. Also, the success of this learner centric approach is testified by the performance of the students at Inter-collegiate events as well as University Examinations with most of the courses achieving passing standards over 90%. Further, the ultimate sign of success of all these schemes are seen in the number of campus recruitments that take place every year. During the academic year 2017-18, over 100 students from the College were placed in companies like L&T Infotech, Infosys, Maxval Technologies, and Axis securities.

Thus, the Student centric approach of the institution leads its pupils to the best of their potentials through a cumulative learning and skill development process. Beginning at the First Year level of Undergraduate programme, such attempts bear fruits not just at the end of graduation or post-graduation, but continue to show effect in producing professionally established alumni. Owing to the commitment of the College in shaping the lives of its students through education, the knowledge, skills and values inculcated in them distinguishes their professional trajectory from that of others.