



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	SIES (Nerul) College of Arts, Science & Commerce
• Name of the Head of the institution	Dr. Koel Roychoudhury
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02261196401
• Mobile no	9820230340
• Registered e-mail	koelr@sies.edu.in
• Alternate e-mail	ascnsies@sies.edu.in
• Address	Plot 1C, Sector V,
• City/Town	Nerul, Navi Mumbai
• State/UT	Maharashtra
• Pin Code	400706
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>University of Mumbai</b>				
• Name of the IQAC Coordinator	<b>Ms. Bhumika More</b>				
• Phone No.	<b>02261196402</b>				
• Alternate phone No.	<b>02261196415</b>				
• Mobile	<b>9223327824</b>				
• IQAC e-mail address	<b>iqac.siesascn@sies.edu.in</b>				
• Alternate Email address	<b>bhumikam@sies.edu.in</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://siesascn.edu.in/docs/agar/AQAR%202020-2021.pdf">https://siesascn.edu.in/docs/agar/AQAR%202020-2021.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/cril.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/cril.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 3</b>	<b>A</b>	<b>3.01</b>	<b>2021</b>	<b>10/08/2021</b>	<b>09/08/2026</b>
<b>6.Date of Establishment of IQAC</b>			<b>04/10/2010</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>Institution</b>	<b>Maha-DBT</b>	<b>Government of Maharashtra</b>	<b>2021-22</b>	<b>170297</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1. Preparation for NAAC Third Cycle Accreditation Process (NAAC peer team visit): Based on recommendations of Mock NAAC, IQAC guided all departments, committees and various other support systems for their final preparation of presentation and documentation for final peer team visit scheduled on 6th and 7th August 2021. The MOCK NAAC visit was organized on 31st July 2021, wherein an online interaction with students, parents and alumni was conducted. The Effective planning and execution of Departments and Committee PowerPoint presentations were done. Arrangements for exhibitions were also made. IQAC guided college towards timely and effectively completion of Peer team visit process, thereby helping the college in securing A grade. 2. Autonomy-Way Forward: IQAC and autonomy committee actively compiled and prepared reports for application of autonomy proposal to UGC. Training Sessions were organised to understand the guidelines and process for preparation of Autonomy reports. Committee members attended webinars and sought guidance from various resource persons on the autonomy process. The college submitted final proposal report to UGC for securing autonomy. 3. Quality initiatives: a) Centre for Skill Development was constituted in the year 2021-22. Total of 15 certificate courses were run by Centre for Skill Development. b) Faculties were motivated to design and develop certificate courses for students. 2 Certificate courses were offered to our students which were run by in-house faculties. c) IQAC encouraged faculties to develop e-content for bridge courses. Faculties developed bridge course content for 8 courses. d) More usage for ICT was encouraged even in hybrid mode of education e) Applied for NIRF in 2021-22 f)</p>		

Academic and administrative internal audits were conducted twice in 2021-22. External Academic, Administrative, Gender, Information Technology (IT), Green and Environment audits were conducted on 12th April 2022.

4. Quality Enhancement in teaching learning and evaluation process : IQAC facilitated a conducive environment for online and offline (HYBRID) teaching learning and evaluation process. Adequate infrastructure was available for smooth conduct of lectures in hybrid mode. Online mentoring sessions were conducted by all the faculties. Extra assignments and question banks were given to students to prepare them for offline examinations. Offline tests and exams were smoothly conducted as per guidelines of University of Mumbai for first year undergraduate students and part 1 post graduate students. Head of Departments moderated papers assessed by new faculties. Overall the evaluation process was transparent.

5. IQAC also conducted various student development programmes, webinars, online and offline activities for students' development and promote research, extension, career initiatives, value based and skill enhancement activities.

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

Plan of Action	Achievements/Outcomes
1. To submit AQAR for the year 2020-21	AQAR for the year 2020-21 was successfully submitted on 25th March 2022 as per new NAAC format
2. To participate in NIRF	College applied for NIRF in the year 2021-22
3. To conduct feedback from stakeholders	Feedback was taken from various stakeholders such as students, parents, faculties, alumni and employers. Report of syllabus feedback was analyzed and sent to Board of Studies.
4. To conduct student satisfaction survey	Student satisfaction survey for the year 2021-22 was conducted successfully.
5. To calculate Programme Outcome and Course Outcome	Webinar on "PO-CO Attainment" was conducted on 20th April, 2021 for understanding and helping faculties in framing and evaluating attainment of

	<p>learning outcomes. • Programme Outcome and Course Outcome attainment levels were calculated for the year 2021-22.</p>
<p>6. To prepare for NAAC Peer Team Visit scheduled on 6th and 7th August 2021</p>	<p>• The screening of the powerpoint presentation of departments and committees was conducted as per following schedule: a. On 20th July 2021, Department of Commerce, Economics, Accountancy and Banking and Insurance had their PowerPoint presentation and verification of documents was done. b. On 22nd July 2021, Department of Management Studies, Mass Media and Communication, Computer science, Information Technology and Environment Science gave presentation and had verification of documents. c. On 23rd July 2021, Library, Office and Committees had their presentations and document verification. • The MOCK NAAC visit was organized on 31st July 2022, wherein an online interaction with students, parents and alumni was conducted along with a few vital presentations and an exhibition(OFFLINE and ONLINE) • Addendum self-study report for the period 1st August 2020 to 31st May 2021 was prepared.</p>
<p>7. To Prepare for Autonomy</p>	<p>• A committee consisting Principal, Registrar and faculty members was constituted to work for process of autonomy. • On 7th October 21, Dr. Koel RoyChoudhury briefed the teaching staff about Application of Autonomy Report Formats. On</p>

8th October 21, Dr. Neera Kumar presented a talk on "How to Design Certificate course in Autonomy". A webinar on 'Journey from Autonomous to 4th Cycle of NAAC' was organised on 12th October 2021 for all the teaching faculties of the institution to understand the guidelines and process for preparation of Autonomy and NAAC fourth cycle Reaccreditation. • A webinar on "NIRF - A tool for Institutional Branding" was conducted for all the Teaching and Administrative faculty members on 16th December 2021. The objective of the webinar was to understand the outline, methodology and various broad parameters considered by MHRD for bestowing NIRF Ranking to the Higher Education Institutions in India. • A Webinar titled NEP 2020: Innovative Pedagogies For Quality Education was conducted on 11th January 2022 • Online Discussion with Dr Gauri from Abeidaimandar college, Pune was done on "Application of Autonomy Report" on 28th January 2022 through Google meet from 8.30-9.30am. • Guidance session on autonomy process was conducted on 11th April 2022 from 12.30 to 1.30 pm by Mr. Bijith M, Associate Professor at Thakur College, Mumbai. • The proposal for Autonomy was submitted to UGC

8. To facilitate smooth transition from online platform to offline/hybrid mode (Teaching, Learning and

• Adequate infrastructure was available for smooth conduct of lectures in hybrid mode. • Faculties were encouraged to

<p>Evaluation)</p>	<p>develop e-content and increase usage for ICT even in hybrid mode of education. Faculties developed bridge course e-content for 8 courses. • Inhouse faculties of Department of Commerce and Department of Management Studies designed content and successfully conducted Certificate course in Event Management and Certificate course in Student Social Responsibility respectively. • Online mentoring sessions were conducted by all the faculties. • Extra assignments and question banks were given to students to prepare them for offline examinations. • Offline tests and semester end examination for first year undergraduate students and part 1 students of post-graduation were conducted. Online mock test, internals, practicals, semester end examinations for second year and third year students were smoothly conducted as per guidelines of University of Mumbai. • Head of Departments moderated papers assessed by new faculties. Overall the evaluation process was transparent.</p>
<p>9. To increase MOUs and industry linkage</p>	<p>• MOU with M.O.P. Vaishav College of Women was signed for academic collaborations. • Career Guidance and Placement Cell introduced certificate course in association with Chartered Financial Experts and Asha Competitive Career Center. • Centre for skill development introduced 13 certificate courses along with external</p>

	<p>collaboration. • MOU with AIESEC was signed to provide students a platform to build local and international network and avail leadership opportunities. • Collaborations with Guru Angad Dev Teaching Learning Centre, OCHRE (INDIA), LORE &amp; ED Research Associates private Ltd., RSP Conference HUB was done for organising research conferences and workshop and webinars. • For conducting social initiatives, collaboration with Bisleri Charitable Trust was done.</p>
<p>10. To conduct internal and external audits</p>	<p>Internal academic and administrative audits were conducted on 20th July, 22nd July, 23rd July, and 21st December, 22nd December and 23rd December 2021. External academic, administrative, Gender, Information Technology (IT) Environment and Green audits were conducted on 12th April 2022.</p>
<p>11. To promote research amongst staff and students</p>	<p>• An online 2-day International Conference on "Environment, Economy, Management, Science and Technology" (ICEEMST 2021) was organized by the Department of Environmental Science in Association with RSP Conference Hub, Coimbatore on 24th - 25th August 2021. • 3 days training on How to write Research Project Proposal was organised for faculties from 28th to 30th September 2022. • 2-days online International Multidisciplinary Conference on</p>
<p>12. To conduct Student development programmes</p>	<p>• A 6-Day Student Development programme on the "Overview of</p>



Financial Markets Series 1" and 3 days Business Conclave with the theme on Unicorn Startups and emphasis on three specialization HR, Marketing and Finance were organised. A 4-day online National conclave "Darpan - Reflection towards Euniaoa" was organized to have open discussion about mental health amongst students, parents, teachers and experts. • Webinars on current topics such as Hands-On Training on Financial Modelling, ITR Filing Workshop, Banking Frauds, Insurance Frauds and Cyber Frauds, Financial Frauds, Data Science, Crypto currency Trading, Financial Markets, Capacity Building Series and many other were organised. • Career guidance initiatives- Webinar on topics such as Study Abroad, How to Find Internships and Ace Them, Email Etiquettes, Upskilling courses & certifications program for CAT/GMAT/UPSC alongwith Offline Career Exhibition were organised.

13. To organise Extension and Value based learning activities for students

• Solid Waste Management, Plastic Recycling, Mangrove Clean up Drive were some of the main activities organised to inculcate environment consciousness amongst students. • RAT (Rapid antigen test) campaigns and Vaccination Drives were organized by NSS and Disaster Management Cell in association with NMMC • Gandhi Jayanti Celebration, National Quiz, Nelson Mandela International Day, Daanutsav were some of the events

	organised.
14. To organise activities safeguarding security amongst students	Sanrakshan : Webinars on Cyber Crime, Anti-Ragging awareness programme, Cyber Suraksha and Procedure to Report Online Sexual Harassment, Intellectual Property Rights, Workplace Ethics and Workplace Harassment for Men, Women Inheritance Law were organised for students for highlighting safety and security amongst students.
15. To organise training for non-teaching staff	DAKSH- Training Programme for Office Administrative Staff • Dr. Koel RoyChoudhury addressed our non-teaching staff members and guided them on "Effective documentation" on 11th January 2022. • On 12th January 2022, Mr. Murli Krishnan Nambiar presented a talk on "Office Management" and discussed ways to improve functioning of office. • 'Effective Office Administration': A National Webinar was conducted by IQAC (Internal Quality Assurance Cell) in association with DHIMAHI (Deriving Holistic Insights into Management and Academics from the Heritage of India), for the Administrative Staff on 13th January 2022.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
College Development Cell	08/01/2022

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2021-22	29/01/2022

**15. Multidisciplinary / interdisciplinary**

National Education Policy 2020 is a progressive and futuristic document aimed to transform higher education by making it more inclusive, holistic, and multidisciplinary in nature. In this regard, college attempted to connect different areas of study by introducing various certificate courses and organising various curricular and co-curricular activities.

1. The college conducted in total 15 certificate courses Various knowledge driven certificate courses were introduced in online and hybrid mode so that students can have wide options to enrol in different types of financial and technical certificate courses such as investment, trading, mutual fund, GST Goods and Service Tax, Tally ERP 9 (GST), Advance Excel and Android mobile app development. Certificate courses in German, French and Spanish languages were also offered to students for better understanding of foreign languages along with Campus to Corporate transition programme and Course on Vedic mathematics. The career guidance and placement cell also introduced course for making students job ready for BFSI sector and Preparing for competitive career. Faculties of Department of Commerce took initiative and designed and successfully executed certificate course on Event management and Department of Management Studies faculties also designed and conducted new certificate course on Student Social Responsibility.

2. National level webinar "NEP 2020: Innovative Pedagogies for Quality Education" was organised by Department of Accountancy and SIES Central Training Department in collaboration with Guru Angad Dev Teaching Learning Centre under Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMNMTT), Ministry of Education, Government of India, in order to have a comprehensive view of National Education Policy, organised on 11th January 2022. Prof. Ved Parkash, Former Chairman UGC, highlighted that the institution is imperative in implementation of quality education. Prof. A. K. Bakhshi, Chairman, Guru Angad Dev Teaching Learning Centre & Vice Chancellor PDM University, Haryana highlighted how the 21st century is an age of information and artificial intelligence with many challenges for teachers. Prof Vimal Rarh, Project head & Joint Director, Guru Angad Dev Teaching Learning Centre emphasised

the importance of outcome based education for 21st century students with the help of blended learning. Dr. Lalitha Balakrishnan, Principal, MOP, Vaishnav College for Women (Autonomous), Chennai highlighted the NEP 2020 mission with a focus on three main elements i.e. Students enrolling in the Higher Education System, Holistic and Multidisciplinary Education and Educational Technology, and Online Education.

3. An online 2-day International Multidisciplinary Conference was organized by IQAC, Department of Economics, Department of Commerce, Department of Management Studies, and Department of Computer Science on 26th-27th November 2021 on "Post Covid breakthrough in various sectors of the Economy and Technology". The conference had 3 tracks viz. Commerce, Management and Computer Science covering wide spectrum of topics.

#### **16.Academic bank of credits (ABC):**

- College organised a session for all faculties to understand importance and process of Academic bank of credits.
- The college will also plan to conduct more webinars and seminars for students as well as faculties to create awareness about Academic Bank of Credits in next academic year.
- The digi locker would also be created in 2022-23 by collecting necessary data from students.

#### **17.Skill development:**

Centre for Skill Development was constituted in the year 2021-22. NEP 2020 focuses on employability and acknowledges the role of education in providing students with the right skillsets. In this regards, College emphasised on developing technical as well as soft skills amongst students. College ran 15 certificate courses to develop skills for better employability amongst students.

Apart from certificate courses, following webinars were organised to inculcate employability, entrepreneurship skills amongst students:

- **Social Media Marketing:** A webinar was organized by IQAC and Centre for Skill Development in association with VocSkills on 2nd July 2021 to give hands on training to students on how to create Effective Campaigns on Instagram and Facebook.
- **Training on NISM Series V-A [Mutual Fund Distributors]:** An orientation for the programmes was conducted on 17th August 2021. Free training for the programme was conducted for SY and TY students in association with Centre for Digital and Financial Learning (CDFL). Eligible students got one free

attempt to appear for the NISM certification examination. Certification allows the students to get registered with AMFI as a Mutual Fund Distributor.

- **Kaushal-** A skill Development Workshop: An online workshop was organised by Anna Poorna Yojana (APY) on 23rd and 24th February 2022. The purpose of the workshop was to enhance the skill of our audience- homemakers, parents and students. The topics covered in the session were designing with Canva, Powerpoint Presentation, Beneficial use of Internet (how to book tickets, applying for aadhar card, creating linkedin account & applying for job) and a Resume Building Training.
- **Food Fiesta:** An offline Food Stall Event was organised as a Community level event initiated by the Anna Poorna Yojana (APY) Extension on 23rd March 2022. The objective of the activity was to help students to learn various skills such as entrepreneurship, marketing, negotiation, selling, budgeting, and to thus gain a practical experience in regular business transactions.
- **Concetation:** A series of business webinars were planned for the students from 13th December - 17th December 2021 on topics such as How to generate ideas for start up, How individuals can generate funds for a start-up, The growing entrepreneurship opportunities in India and the flourishing start-up culture with the audience, How to get along with the emerging Digitalization Era, and many more
- **How to crack Civil Service Examination:** A webinar was organized on 23rd October 2021 for all the students to enlighten them about the nature of Civil service examination and important points to succeed in the same. The chief guest and the speaker for the webinar was Ms. K. Meera, 6th Rank holder at Civil Service Examination 2020.
- **Career Guidance and Placement cell** organised Various online interactive webinar for students such as CV Building and preparing for Interviews, Decision making and problem solving through case studies, Tips for Virtual Interview, Skills Required for Placement in BFSI Sector for Commerce Undergraduates, Overseas Higher Education Opportunities, Upskilling courses & certifications program for CAT/GMAT/UPSC and many other.
- **How to Find Internships and Ace Them:** A webinar was organised by IQAC, Department of Commerce and Department of Economics in association with SIES Central Training Department on 28th October 2021 for students of all the streams. The objective was to deliver the ways to acquire internships and benefit the most from the experience.

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

College has taken initiatives to promote Indian languages and culture. It inculcates cultural values by organising following activities by respective committees:

### 1. Marathi Vangmay Mandal (MVM):

- Prarambh- Ek Navi Pahat: An online induction programme was organized on 11th October 2021 to welcome and acquaint the newly joined MVM student volunteers regarding the existing faculty and student members of the committee, objectives and various activities conducted by committees. A renowned marathi story-teller Ms. Vibha Kale graced the event with her engaging insights on the importance of Marathi Literature.
- Rang Maharashtra: Marathi Vangmay Mandal in association with Cultural Committee organized an offline event on 10th February 2022, to spread the information about various arts, traditions and cultures of Maharashtra. Various dance and musical performances were exhibited to depict the uniqueness of varied cultures of the state of Maharashtra. The ancient art of singing Povada, Bharud and Ovi was cherished and performed by the students. Traditional folk dances like Koli, Gondhal and Balya showcased the rich ethos of the state. Mr. Manish Desai, President of Swaranjali Group, Khargar and social activist, was the chief guest for the event.
- Shiv Jayanti Celebration: To celebrate the birth anniversary of Maharashtra's renowned king Chhatrapati Shivaji Maharaj and to reminisce about his principles, an offline celebratory event was organized on 18th February 2022. A procession was carried out on the beats of Lezim, along with the palanquin of king, to inaugurate the celebration. Mr. Manoj Patil, Principal of Sarvajanic High School, Pen and faculty of History in University of Mumbai, graced the occasion with a small story about the glorious achievements of Shivaji Maharaj. Durgaveer Pratisthan demonstrated the Lathi-Kathi and Dand-Patta fighting forms. Volunteers of the committee remarkably enacted the important events of the King's life.
- Marathi RajBhasha Divas: An offline event to celebrate the richness of Marathi Language was organized on 5th March 2022 in association with NSS. Various competitions like poetry recitation, singing, and mono act were

organized. The event commenced with a procession viz. Granth Dindi. Mr. Rakesh Shirke (Journalist, Writer), Mr. Pranay Chavan (RJ in All India Radio) and Mr. Bharat Patil (Founder of Melody Expats Music Academy), were the chief guests for the event.

## 2. South Indian Association (SIA):

? Golu Bommai: An online competition was held from 8th - 11th October 2021 for all the students. The objective of this competition was to exhibit and enlighten the students about the Navratri celebrations of South India.

? The Winter Utsavam: A 4-Day online Diwali Celebration event was organized from 10th - 15th November 2021, where the volunteers were given different tasks to complete every day. The objective of this event was to create a bond between the committee members.

? Margazhi Thiruvizha: An online intercollegiate competition was organized on 13th January 2022 with an objective to exhibit different art forms of South India and also to enlighten the students about the Margazhi celebration in different states of South India. The competition had 4 categories namely Katcherify, Nritamrutham, Kolam Podngo and Swaralahari.

- Swaralahari: An offline event was conducted on 8th March 2022 in association with Music Club in order to acknowledge the importance of our mother tongue. The event started by a procession from temple to college quadrangle with Principal, SIA Managing Council and volunteers leading the procession accompanied by Chenda Melam. The event included a classical song, fashion show exhibiting the communities of different South Indian states, making Bathukamma, Kolattam and Thiruvathira, performances on Oyilattam and Karakattam, tamil and Karnataka folk dance respectively and skit to depict the importance of mother tongue.

## 1. Kalasadhana and Hindi Parishad:

? Munshi Premchand Jayanti Samorah: An online event was organized for reminiscing the works of the great poet and author Premchandji on 31st July 2021. The resource person for the event was Hasya Kavi and Environmentalist Dr. Mukesh Gautam.

- Intercollegiate Open Mic contest: An online contest was organized for all interested students to share their poems, parody songs, Shayari, or stand-up comedy on 22nd September

2021.

1. F.A.S.E.S (Faith, Ahi's?, Satyagraha, Equality, Swarajya):

? Nelson Mandela International Day: A celebration was organized on 19th July 2021 to celebrate the life of Nelson Mandela. The key speaker was Mr. Mithun Pillai, faculty of Department of Multimedia and Mass Communication, wherein he acknowledged not only the virtues and values of Nelson Mandela but also the history Mahatma Gandhiji.

? Daanutsav: An exclusive offline event was organized in the college premises from 27th - 29th September 2021 for the students. The objective of the event was to share the experience of charity and to show the students that they can make positive changes in the world from a young age. Donations were given by the faculty members, and students of all streams.

? Gandhi Jayanti Celebration: An event was organized on 2nd October 2021 in the memory of our beloved leader Mohandas Karamchand Gandhi. The objective of the event was to make today's youth celebrate Mahatma Gandhi's values and his contribution to the nation.

? National Level Quiz: An online quiz was organized on 2nd October 2021 in the memory of our beloved leader Mohandas Karamchand Gandhi. This Quiz was conducted via Google form. The objective behind organizing Quiz competition was to evaluate the knowledge of the participants within academics as well as beyond academics with regards to values, morals and principles of our eminent leader Mohandas Karamchand Gandhi.

Elocution Competition: To spread awareness about Gandhian principles and thoughts and to focus on relevance and application of these valuable principles in modern times and to commemorate Martyr's Day, an online competition was held on 29th January 2022. The topic of competition was "Relevance of Gandhian principles in modern times".

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

1. CO-PO mapping and its attainment calculation has major importance in Outcome Based Education. Time to time calculation of CO-PO Attainment is needed for holistic approach in education. Hence, it was formulated to measure quality of program that a graduate had to acquire from the college during his/her studies.

Programme Outcome and Course Outcome attainment levels were calculated for the year 2021-22 in following manner:



University has prescribed syllabi which states POs/COs and their objectives which deal with the need of the course and expected outcomes. These syllabi are available to all stakeholders at the University or College website or at library .While developing the POs, PSOs and COs, teachers attended workshops organized by the College to gain conceptual clarity.

The College took a number of steps in dissemination of the vision, mission and programme outcomes among all stakeholders. Wide-ranging objectives and outcomes of different programmes are well-preserved in the vision and mission statement of the college. Our College motto is 'Rise with Education'. Diverse programs produces learners with different area of knowledge with the ultimate goal of education to benefit students grow into responsible and good citizens.

There is a coordinated effort on the part of the College and students in achieving the desired outcomes by mentoring and skill enhancement sessions.

Microsoft office Excel spread sheet were used for CO-PO calculations. Assessment methods were categorized as following:

Direct Method (80%)

Students' knowledge and skills from their performance in the continuous assessment tests, semester examinations and supporting activities like assignments, case study, online quiz, mini project etc were considered.

- Programme Outcome, Programme Specific Outcome and Course Outcome were defined
- CO-PO/PSO Target Articulation matrix were set
- CO Assessment (setting and measurement)

Internal Assessment (25%)

External Assessment (75%)

- Attainment of PO/PSO

Indirect Method (20%)

- Program Exit Survey were conducted through google form for the final year pass out students
- Attainment of PO/PSO was calculated

2. Webinar on "PO-CO Attainment" was conducted by Dr. Balchandra Bhole, Mentor IQAC Cluster, India, on 20th April, 2021 for understanding and helping faculties in framing and evaluating attainment of learning outcomes.

3. Prof Vimal Rarh, Project head & Joint Director, Guru Angad Dev Teaching Learning Centre emphasised the importance of outcome based education for 21st century students with the help of blended learning in National level webinar "NEP 2020: Innovative Pedagogies for Quality Education" on 11th January 2022. She highlighted how NEP is an evolution of pedagogy and how academicians need to have reflective learning, various assessment measures and multicultural competency to make students achieve learning outcomes.

#### 20.Distance education/online education:

Bridge Course- Faculties across all departments, themselves designed the syllabus, modules and e-content of bridge course to acquaint the students with skills and knowledge and successfully be at par with other students. Learner centric approach was adopted while designing and creating interesting and engaging digital videos to stimulate students learning experience.

The college has planned to design e-content(4Quadrant approach) from academic year 2022-23

On securing autonomous status, the college plans on introducing various online programmes in the field of commerce, science, arts, sports and management, keeping in mind National Education 2020 policy.

### Extended Profile

#### 1.Programme

1.1 510

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

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1 4119

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 **646**

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 **1357**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1 **53**

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 **53**

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>510</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>4119</b>
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	<b>646</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>1357</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>53</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	53
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	30
Total number of Classrooms and Seminar halls	
4.2	173.61
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	258
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The Institution ensures effective curriculum delivery as designed and prescribed by the University of Mumbai. The college geared up for hybrid mode for which planning was executed and infrastructure facilities were created.

The meeting of Principal, IQAC and Head of Department was conducted at the start of the academic year to discuss the college's academic planning, workload, timetable for 2021-2022. The academic calendar containing curricular and co - curricular activities was uploaded on the website. Curriculum delivery was continued in Hybrid Mode. Teachers used ICT, blended learning, Flip classroom, experiential learning, peer learning (TUTOR). A Teaching Plan, created by the faculty and reviewed by the department head and Principal. Regular academic review meetings and audits were held.

Induction program for newly appointed faculty was conducted by

IQAC. Online Faculty Exchange Programme was organized in collaboration with SIES College of Commerce and Economics, Sion (E) for B.Com. (Financial Markets) and M.Com Advanced Accountancy students with an objective to facilitate diverse learning environment and promote inclusive system of teaching and learning.

Orientation programmes were organized for all the First Year students. Special Efforts were made to prepare students for semester II and PG offline exams by giving individual assignments. Assessments were conducted for SY, TY and PG in online mode through the JUNO ERP License system and Microsoft Teams. Academic feedback was taken by students at the end of each semester.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA1/1_1_2.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA1/1_1_2.pdf</a>

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

University of Mumbai decided to conduct an online examination for UG and PG programmes for the year 2021-2022. The university established clusters and the lead college of the cluster was entrusted with the responsibility of supervising examinations.

To conduct monitored examination the college had decided to use Juno ERP and Microsoft Teams in accordance with University of Mumbai circular. Teachers of our college were appointed as paper setters. In the Even Semester SIES (Nerul) was selected as the lead college for few Programmes i.e. TYBCOM Economics. The college conducted ATKT examinations and regular examinations. Multiple Choice questions exam pattern was adopted for external and internal examinations and for the internal examinations of subjects like Foundation Course, Projects and Presentations/Viva were conducted.

Regular examinations of PG and UG for Semester I , Semester III and Semester IV were conducted through the new ERP software JUNO and Microsoft Teams. As per the new circular received from the University of Mumbai in the month of February 2022 the Semester II regular and ATKT (Allowed to Keep Term) examinations were held

offline in the college, as 50% descriptive type examination and 50% multiple choice question type examination. Assessments of lower and university examinations were completed by the faculties. Further, the process of revaluation for the Semester II was taken up according to the guidelines issued by the University.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="#">NA</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**Academic council/BoS of Affiliating University**

**Setting of question papers for UG/PG programs**

**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**

**Assessment /evaluation process of the affiliating University**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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

12

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

15

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

1431

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

A variety of cross-cutting activities are designed in the areas :

### PROFESSIONAL ETHICS:

The courses that address this aspect include: Organizational Behavior, Ethics and Corporate Governance. Following initiatives



were organised to help students in integrating the value :

- Sessions on Cyber Crime, Financial Frauds, consumer protection and rights
- Media Summit on "Truth in handcuffs: Where does Press freedom end and Trial by media begin?".

#### GENDER:

The Foundation Course taught across programmes addresses Gender issues like Female Feticide, Dowry etc. The students are also sensitized by conducting following initiatives:

- The Rakshin Project organized by the NGO 'Sakshi'
- International Day of The Girl Child.
- Webinars on Sexuality and Gender Equality

#### HUMAN VALUES:

Foundation Course emphasizes on the core beliefs that highlight the inherent goodness of individuals and society as a whole. Committees like F.A.S.E.S (Faith, Ahi's?, Satyagraha, Equality, Swarajya), Institutional Social Responsibility are established to culminate human values in the students. Also, following programmes were organised:

- Activities around health: Yoga, Vaccination drive
- Attachment to one's country : Independence Day, Gandhi Jayanti
- Respect towards society: Visit to Charitable trust

#### ENVIRONMENT AND SUSTAINABILITY:

The courses like Green Computing, Environmental Studies address Environment and Sustainability.

The College encourages environmental consciousness by:

- **Solid Waste Management**
- **Bisleri Bottle for Change**
- **Cleanliness Drive**

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

169

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

3280

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students**  
**Teachers**  
**Employers**  
**Alumni**

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/1_4_1_feedback.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/1_4_1_feedback.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/1_4_2_ATR.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/1_4_2_ATR.pdf</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

4119

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

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

435

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

Our institution has taken best possible efforts to serve students of different backgrounds and abilities, through an effective Hybrid teaching learning process and creating a system to identify students abilities.

1. Identification and classification of students into advanced (aggregate 75% and above), less advanced (between 50% and 75%) and slow learners (below 50%), based on their performance in various components like entry level marks, Observing and assessing the participation of students in regular classes, assignments and presentations and Evaluating the performance of students in Internal Tests and Semester examinations
2. Organizing various academic, co-curricular and extra curricular activities and exercises to raise the attainment level of students. Following measures are implemented to enhance the intellect of all students :-
  - Online Orientation Programmes for the First Year students were organised at the beginning of the academic session.

- Preliminary Examinations, Assignment, Quiz were conducted online.
- Students were provided online Training Sessions to acquaint them with the working of JUNO ERP Software.

**Advanced Learners:** Online Faculty Exchange Programmes were organised in collaboration with other colleges. Project and PowerPoint presentations, Video Making, Debate Competitions and Technical Exhibitions were organised online. Online guest lectures, webinars were organised in which eminent resource persons and industry experts enhanced the knowledge of students and created awareness about relevant topics.

**Slow Learners:** Bridge Course was conducted online to acquaint the students with basics of new subjects and to enable them to be at par with other students. Mock Examinations, Remedial Lectures, Assignments and Intensive Coaching were conducted online.

File Description	Documents
Paste link for additional information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA2/adv_slow.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA2/adv_slow.pdf</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
4119	53

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

The overall goal was to accomplish the learning outcomes without sacrificing quality. Virtual platforms were incorporated with modern teaching and learning methods. Inhouse faculties designed and implemented certificate course as per need of learners.

Activities and Methods Employed Expected enhanced learning

outcomes:

**Experience-Based Learning Methods:**

Academic Research Project like Avishkar, Conferences, and Seminars to increase researchability. Projects and assignments for group learning. Case Studies, Group Discussions, Debates, Role Plays Group Presentations and Envision to increasing a variety of technical and soft skills. Summer internships at many public and private organisations are available to student to enhance professional capabilities.

**College festival and departmental celebrations:**

SIESONS, BAMMC, FRAMES, BMS, SHARPSHOOTERS, BCOM PROGRAMS, ADVAITA IT, and the Techno-vision College Festival all take part. Increase student participation in learning by introducing them to program-specific skills as well as dispute resolution, event management, and leadership techniques.

Activities conducted as in-class group exercises on a range of subjects, including management, media, and economics. Boost your ability to communicate and deliver ideas. Newspaper reading, movie watching, and book reviews Media and management lessons in the classroom cultivate a reading habit among students. critical reasoning technical demonstration. Departments like CS and IT activity utilising functional models to comprehend theoretical topics Webinars, both local and global Activities at the department and committee levels to be informed on modern information abilities to solve issues Current Affairs Study, Business Games, Business Quiz, Assignments, Quizzes, Presentations, Tutorials Management lessons and business problem-solving are taught in the classroom Student

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NA</a>

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

The Institution has a virtuous set-up for enhancing teaching-learning practices. Keeping in mind the importance of use of ICT,

E-learning environment is created in the class rooms with well-equipped smart boards, LCD projectors, and audio-visual facilities. In addition to chalk and talk method of teaching, the faculty members are using IT enabled tools that help teachers to undertake coursework.

1. Faculties use blended learning platforms like MS-Teams and Google classroom to deliver online education resources and there e-content's to effectively deliver teaching and provide enhanced learning experience to the students.

2. The College has eight smart boards in various classrooms which make teaching learning convenient and interesting for the faculty as well as or students.

3. You- Tube, E- mails, WhatsApp group and Google classrooms are used as platforms to communicate, make announcements, uploading presentations, materials and conducts tests, address queries, mentoring etc.

4. To automate the entire teaching and learning administrative process, the college has which is ERP Software Juno and is used for evaluation, result processing etc.

5. Innovative teaching methods using free and paid software are utilized for teaching, evaluating, mentoring and distribution of assignments. Faculties have made there e-content and One drive for students to refer.

6. Bridge course were successfully conducted through google classrooms

7. Video making competitions for students were conducted to encourage use of ICT

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

**2.3.3.1 - Number of mentors**

53

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

53

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)****2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

14

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



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

#### 2.4.3.1 - Total experience of full-time teachers

418

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The college follows the evaluation pattern framed by the University of Mumbai for Internal and external examination.

The institute has a separate exam room, with dedicated computer, web camera and password protection to maintain complete secrecy and transparency. Dedicated and separate Assessment room for online as well as offline paper assessment were made available.

In the year 2021-2022 the University of Mumbai decided to conduct an online examination for UG (Except First year) and PG programmes. To conduct proctored examination the college had decided to conduct the examination through Juno ERP and Microsoft Teams. The university established clusters and the lead college of the cluster was entrusted with the responsibility of supervising examinations. Based on the Experience, teachers of our college were appointed as paper setters. The lead college decided the time table and provided a question set for examination accordingly. Scrutiny Committee was established to ensure errorfree question papers. To maintain confidentiality, question paper are collected and printed only one hour before commencement of examination. For Semester-I & II the college itself had to create the question paper set by respective subject teachers and not through cluster as per the new guidelines by the University of Mumbai.

During the year all Allowed to Keep Term, Additional examinations, Practical examination, Project Viva-voce, regular examinations of Semester V and Semester VI and PG examination were conducted

online

The Semester II regular and ATKT examinations are held offline in the college in accordance with the new circular that was obtained from the University of Mumbai

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NA</a>

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

It was a challenge for the college to conduct examinations without any grievance; University had provided guidelines to the colleges for conducting online examinations. The students with Learning Disabilities were given extra time and extra marks as per the university of Mumbai guidelines. College conducted mock tests for the students to make them acquainted with the online examination as per examinations norms and procedure. In case a student faced any difficulty the college provided a examination help desk or facility of internet or computer system .

The Examination committee prepared timetables and displayed on the official college website. Exam Seat numbers were allotted to the students as per the University of Mumbai guidelines. Uploading the question papers, conducting online examination, evaluation and Verification of marks of the students were done through ERP Software JUNO. The results were declared within 30 days from the date of examination and the consolidated result was put up on the college website within 45 days as per the University of Mumbai guidelines.

University cancelled revaluation for online examination, but for semester I the revaluation and Unfair means guidelines were followed due to offline examination.

Eventhough there was no moderation prescribed for semester I examination, the institute took initiative wherein the Head of the Department of each programmes moderated few answersheetsto reduce grievances.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NA</a>

## 2.6 - Student Performance and Learning Outcomes

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

### Students Performance and Learning Outcome

Wide-ranging objectives and outcomes of different programmes are well-preserved in the vision and mission statement of the college. Our College motto is 'Rise with Education'. Diverse programs will produce learners with different area of knowledge, the ultimate goal of education would be to benefit students grow into responsible and good citizen's.

### Programme Specific and Course Specific Outcomes

University has prescribed syllabi which states POs/COs and their objectives which deal with the need of the course and expected outcomes. These syllabi are available to all stakeholders at the University or College website or at library .While developing the POs, PSOs and COs, teachers attended workshops organized by the College to gain conceptual clarity.

The College takes a number of steps in dissemination of the vision, mission and programme outcomes among all stakeholders.

- The vision and mission statement is displayed at all strategic locations.
- During the admission process, the teachers counsel the prospective students and parents on the expected outcomes and for the same orientation programmes are organized for first year students.

There is a coordinated effort on the part of the College and students in achieving the desired outcomes by mentoring and skill enhancement sessions.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://siesascn.edu.in/igac/uploads/POCO.pdf">https://siesascn.edu.in/igac/uploads/POCO.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

CO-PO mapping and its attainment calculation has major importance in Outcome Based Education. It should be formulated of attributes to measure quality of program that a graduate has to acquire from the college during his/her studies. Time to time calculation of CO-PO Attainment is needed for holistic approach in education. Each subject is mentioned as a course in NAAC. A sample of CO-PO attainment calculation for program BCOM (FM), batch 2019-2022 and MSC(CS), batch 2020-2022 is discussed. Microsoft office Excel spread sheet has been used for calculations. Assessment methods are categorized as following:

#### Direct Method (80%)

- Define Programme Outcome, Programme Specific Outcome and Course Outcome
- Setting the CO-PO/PSO Target Articulation matrix
- CO Assessment (setting and measurement)

#### Internal Assessment (25%)

#### External Assessment (75%)

- Attainment of PO/PSO

#### Indirect Method (20%)

- Exit Survey
- Attainment of PO/PSO

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA2/POCO_FM_MSc_merged.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA2/POCO_FM_MSc_merged.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

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

1349

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/gaz_copy.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/gaz_copy.pdf</a>

### 2.7 - Student Satisfaction Survey

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

[https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA2/SSS\\_2122.pdf](https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA2/SSS_2122.pdf)

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

2694300.00

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

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

#### 3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	No File Uploaded

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

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

01

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://brns.res.in/">https://brns.res.in/</a>

## 3.2 - Innovation Ecosystem

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

The institute has created an ecosystem for Research and Innovation by taking initiative for creation and dissemination of knowledge.

The Institution provides a favourable environment for promotion of Innovation and Incubation. Students are encouraged to actively get involved in the application of Technology for societal needs. Necessary support is provided for Publication of Research Papers.

Institution has organized two international research conferences in this academic year. One workshop has been conducted by department of environmental science. Media Summit was organised where journalists and experts spoke about prominent issues in contemporary society

The faculties have published more than 40 research papers in various UGC CARE Listed Journals. The faculty members have also published several research papers through National/International Conferences, Chapters in Edited Books and International Journals. Faculty was also invited as resource person in the International Conference.

Institution has its inhouse Incubation centre to promote and spread awareness about entrepreneurship and start-ups among the students. 5 days series on Business Webinars - Concetation was organised for students to help them generate ideas as well implement start-ups.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

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

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

32

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	<a href="#">nil</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	<a href="#">View File</a>

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

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

48

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

18

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>



### 3.4 - Extension Activities

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

SIES (Nerul) College of Arts, Science and Commerce believes in providing an innovative educational environment, opportunities and experiences that would enable the students and faculties to grow, thrive and prosper. The students are empowered through value-based education, discipline and extension activities thus providing them a holistic approach towards life. The various activities conducted include:

- Health & Welfare (International Yoga Day, Cardiac Arrest Resuscitation, Blood Donation drive, World Mental Health Day, Holistic Approach towards Healthy Lifestyle, Vaccination Drives in collaboration with NMMC,AIDS Awareness, Plastic Collection drives)
- Value (Daanutsav, Nelson Mandela International Day, Gandhi Jayanti Celebration, Golu-Bommaai celebrations, Rashtriya Ekta Diwas Programme, Kisan Divas, Food Donation Drive, Republic Day, Shiv Jayanti Celebration, Marathi RajBhasha Divas)
- Environment Consciousness (Grow your own Microgreens, Seed Collection Drive, Solid Waste Management, Scorched Earth, Climate Change and Communication, Mangrove Clean-up Drive, Wetland Day Marine Matters)
- Preventive Measures of Frauds (Cyber Security, Awareness session on Financial Frauds, Cyber Suraksha and Procedure to Report Online Sexual Harassment, Banking Frauds, Insurance Frauds and Cyber Frauds, Sanrakshan)
- Civic sense (Cyber Crime, Anti-Ragging awareness programme, Aashakiran)
- Gender Equality (Gender Equality and Prevention of Child Sexual Abuse, Women's Equality Day, Talk on Feminism, Hygiene for her, Smart Girl Training Workshop, Women Inheritance Law, ADAMYA- The unconquerable, Workplace Ethics and Workplace Harassment for Men)

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

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

01

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

78

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

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

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

10516

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

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

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

21

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

15

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution has sufficient teaching and learning resources, including classrooms, laboratories, technology, etc. The college's facilities are sufficient for holding classes, extracurricular activities, and co-curricular events. Storage facilities for departmental records, student projects, and completed assignments are included in 29 classrooms which are well-ventilated and with adequate seating arrangements. The institution operates in two shifts, with designated rooms for each program's classes. Seven classrooms are smart classrooms with virtual classroom facilities and a total of 15 classrooms have a LAN facility.

The institute has ten laboratories. The Institute has 4 servers and 258 computers with antivirus software. Computer science and information technology practical courses are held in the computer and electronics laboratory. Students facilitated by well-equipped media and EVS laboratories. The campus has a secured Wi-Fi connection.

Login credentials are provided to students and faculties for the smooth functioning of academics. Activities were initially carried out online and thereafter in a hybrid format. In the library, Divyangjan students benefited from Readit scan to speech software, which made it easier for them to read the reference book.

As per the University of Mumbai guidelines, the examinations were conducted in online/offline mode.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA4/4_1_1.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA4/4_1_1.pdf</a>

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

The uniqueness of the SIES (Nerul) College is the holistic development of students and nurturing young minds for job

readiness. Academic learning and extra and co-curricular activities are benchmarks of the Institute. The institution has adequate facilities to conduct different cultural, sports and yoga activities.

### Yoga

The college has established Yogsadhana kendra with a capacity of 50. In the year 2021-22, the International day of Yoga was conducted by NSS Unit and Sports Association

### Sports

The Sports Committee has made the college extremely proud by bringing laurels to the Institution. There is a gymkhana of 833.25 sq. ft. area with in door, outdoor games facilities to conduct various games. The college students are participating in events at Intra-Collegiate, Inter-Collegiate, District, State and National level.

In the year 2021-22, the Sports committee conducted various events such as Cherron, Personality development, Work hard but work right, Champions Cup, League of Strikers.

### Cultural

The institute has various avenues such as a multipurpose hall and 2 auditoriums in campus for hosting cultural events. The various committees and departments are promoting the rich cultural heritage of our country. These committees and departments conduct several activities and fest wherein there was an active participation by students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA4/4_1_2.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA4/4_1_2.pdf</a>

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

28

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">nil</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

23.42

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

In the academic year 2021 -22, the college library continued to use the Juno software thereby ensuring the process of complete automation.

The library module enabled efficient handling of all the important aspects of the library and its functions some being :

- management of books
- journals/CDs/DVDs/magazines management
- membership management

- catalogue management
- online public access control (OPAC)
- book bank management
- transactions
- digitization
- auditing
- reporting

Also during the hybrid mode of functioning the software was used for circulation of books and records of the users were successfully maintained.

Further remote access for users is another important feature wherein they can access the library data on any phone , laptop or desktop with internet.The software can also incorporate library policies , purchase details , stock audit etc. and is quite comprehensive.

Data uploading as well as exporting data both can be done. Attendance monitoring is also possible. And so also Bar code generation.

The software has enabled the library to make the ongoing transition process both smooth and effective and also cater to user requirements prioritizing their library needs and requirements, both the present and future.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="#">nil</a>

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

**books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)****4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)****6.44**

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

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)****4.2.4.1 - Number of teachers and students using library per day over last one year****80**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Information Technology has become an invaluable asset for the functioning of every institution especially with increasing stake holders and to meet their increasing demands ,the IT



infrastructure is frequently updated and upgraded. In the year 2021-22 because of pandemic the college was functioning online in the first term of the year then slowly started with hybrid mode in second term.

In this year 20 computers were upgraded with RAM from 2 GB to 4 GB. And 32 new SSD hard disks were added. The wifi access points were increased from 10 to 15 access points.

The LAN facility in the classrooms was increased from 7 classrooms to 15 classrooms. The projectors were also increased to help faculties to conduct the lectures smoothly. MS - Teams was used to conduct the online lectures. The Media Lab was provided for the online paper assessment of University examinations. MS credentials were provided to students and faculties. The ERP module JUNO was actively used for Library, Examination and result generation purposes and daily academic activities. The E packages such as N List and J Gate were renewed in 2021-2022 and an additional e resource Delnet was subscribed.

For visually challenged and differently abled students the new speech software Read It scan was installed in the Library. The previous all softwares in computer Laboratories, Library and College were renewed.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">nil</a>

#### 4.3.2 - Number of Computers

258

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

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

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

134.90

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

There are established systems and procedures for maintaining and utilizing physical, academic, and support facilities - laboratory, library, sports complex, computers, classrooms, etc. These facilities are regularly maintained by Annual Maintenance Contract (AMC) and Purchase/Replacement whenever required. The requirement/upgradation for the facility is discussed at different forums, viz CAPEX consisting of the College Development Committee, IQAC, and in the meetings of the Head of Departments with the Principal.

The Institute follows the policies laid down by the Management for the disposal of obsolete/damaged goods. The purchase order for new hardware, software, and books is approved by the principal. The AMC vendor appointed by the college and central purchase department also takes care of the maintenance of all the equipment.

The Institute follows the reduce-reuse-recycle policies laid down by the Management for the disposal of obsolete/damaged goods. The examination module in ERP software was tested, and customized to conduct an online examination and to generate results.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">nil</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

17

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

101

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

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

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://siesascn.edu.in/naac/criteria5/cap sk.php">https://siesascn.edu.in/naac/criteria5/cap sk.php</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**947**

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

**947**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent**

**A. All of the above**

**mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

222

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

211

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

9

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

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

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

6

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

College Development Committee is formed which actively participates in discussions with the Management. The CDC is the highest decision making body in the college. Therein student representatives play an active role.

The IQAC of the college ensures participative management through its meetings with all stakeholders wherein they discuss the developmental activities of the college. Student representatives put forth their ideas and suggestions.

Each Department has a Head of Department who is in charge of academic, curricular and co-curricular activities of that course. HOD ensures that activities are being organized along with students who brainstorm and effectively implement ideas.

Various committees - statutory and non-statutory are in place to provide exposure to students. Every committee has a Convenor, Co-convenor, other faculty members and a team of students who make up the Committee. Students are given the freedom to make decisions regarding the activities to be conducted, the scale of operations, whether intra or inter-collegiate, guests to be invited, etc. The students get trained in various practical skills.

The Student Council is the representative body of students in the College. It consists of academic toppers from all classes and heads of various committees.

The Student Council, National Social Service scheme (NSS), Gender Sensitization Cell, Rotaract and other committees organizes various events and celebrates various days in the college.

Students also organise annual and departmental festivals.

In order to ensure holistic development of the students, it is being encouraged that students excel in various curricular and extra curricular activities along with balancing academics.

File Description	Documents
Paste link for additional information	<a href="#">Nil</a>
Upload any additional information	<a href="#">View File</a>

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

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

10

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The College has a recognised Alumni Association, the SIES (Nerul) College of Arts, Science and Commerce Alumni Trust (SIESNAA).

The broad objectives of SIESNAA are

1. To institute a network between the alumni, staff, and students of the institution.



2. To take an active and abiding interest in the work and progress of the Institute.
3. Raising funds for social welfare and scholarship funds for the deserving students.

The Alumni Association of our college has been actively working to meet these objectives.

Mr. Aditya Subramaniam, Secretary of SIES Nerul Alumni Association took part in an endowment inauguration ceremony for introducing a new Endowment Award in fond memory of his maternal grandmother, Late. Smt. Lakshmi G. Krishnan. The new Endowment Award was to be given to the student with all-round achievements.

A total amount of Rs. 50000/- was provided as scholarship to the 9 deserving students of the institution.

An online capacity building sessions series was organized on 13th and 20th October 2021 for the students to understand the changing role of HRM in the new normal and to acquire core competencies in tackling the pandemic positively. The speaker for these sessions was Mr. Arun Kaimal, Alumnus of the college. Around 150+ students attended both the sessions.

Graduation Day, an annual initiative by SIESNAA was conducted on 26th February 2022, to conduct a graduation ceremony for the pass out students of the batch 2020-2021. An oath taking ceremony was conducted followed by a group photograph. Around 508 students attended the Graduation Day.

File Description	Documents
Paste link for additional information	<a href="#">Nil</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The Management of SIES is proactive and dynamic. Hence, the vision and mission of the founders is extended 'to make SIES one of the most admired academic institutions in India.' Assimilating the unique features of the New Education Policy (NEP), College has initiated several steps to implement the NEP. A national level webinar to understand innovative pedagogies in NEP was organised in which former Chairman of UGC and other eminent academicians participated.

This shows that the vision of the college is working in accordance with the Ministry of Human Resource Development (MHRD).

The College having completed successfully the third cycle of NAAC with an A grade has applied to the UGC for autonomy status.

The College progresses in the steps of the Society. The Motto of the College is to "Tirelessly strive towards perfection and scaling greater heights." This is achieved by offering holistic development to students with the following benchmarks:

- i. Stressing on high standards of academic, professional and societal performance.
- ii. . Encouraging industry based academic interaction.
- iii. Imparting knowledge keeping abreast with changing technologies.
- iv. Responding in a creative manner to a continuously changing cosmopolitan society.
- vi. Supporting cultural and ethnic diversity in the community.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

College practices decentralization and participative management in several areas of administration.

In the beginning of the academic year, the objectives of the College are laid down by participative management wherein the Principal and Heads of all the Departments (HODs) sit together to identify the goals to be achieved in the year.

The Registrar, with the team of non-teaching staff-members is in charge of the entire administrative work of the College.

Let us look at the case-study of First year admissions to undergraduate programs in college. The admission process is monitored by the Admission Committee headed by the Principal and consists of HODs and Senior Faculty members. The process begins with sale of Admission Forms; interested candidates apply by filling the forms in an online process. Forms are collected by non teaching staff-members and data is processed by them. The forms and data is verified by Faculty members. Principal along with Admission committee members declare the merit lists. The faculty members help the administrative staff members in conducting the Admission Process.

Decentralization and participative management is also practiced through various commmittes which organise curricular and extra curricular activities.Each faculty member is assigned multiple committees and guide student members.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College constituted a Centre for Skill Development was constituted in the year 2021-22.

11 Certificate Courses were introduced in this academic year through the Skill Development Centre in addition to Tally and

Campus to Corporate Transition Programme, in order to enhance the learning experience for the students beyond their pre-set syllabus and curriculum. These Courses are certificate courses with duration of 30 hours.

A Memorandum of Understanding (MOU) was also signed with M.O.P. Vaishnav College Chennai and our college. The objective of the MOU is to foster academic excellence and Promote faculty exchange programmes and academic and research activities. Collaborations with Guru Angad Dev Teaching Learning Centre, OCHRE (INDIA), LORE & ED Research Associates private Ltd., RSP Conference HUB was done for organising research conferences and workshop and webinars.

MOU with AIESEC was signed to provide students a platform to build local and international network and avail leadership opportunities. For conducting social initiatives, collaboration with Bisleri Charitable Trust was done

Seven classrooms are smart classrooms with virtual classroom facilities and a total of 15 classrooms have a LAN facility. The ERP module JUNO was actively used for Library, Examination and result generation purposes and daily academic activities. The E packages such as N List and J Gate were renewed in 2021-2022 and an additional e resource Delnet was subscribed.

Hybrid mode of learning was followed as per University of Mumbai directions. Thus we initiated the process of following the NEP

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

The organization is headed by the Managing Council of SIES. The Principal is the Head of the Institution appointed by the Managing Council. There are two academic bodies CDC and IQAC which monitor and plan the activities of the college.

The Registrar heads the office administration and is responsible

for the administration and maintaining all official records and documents.

Each department is led by a Head of the Department [HODs] who is appointed by the Principal and approved by the Managing Council. The Head of the Departments co-ordinates all activities of the department.

The Librarian is in-charge of the College library.

The office superintendent allots duties to the office staff members under the guidance of the Registrar

Faculty members in each department conduct lectures and organize various activities under the guidance of Principal and HODs.

In the college office, clerks, peons undertake day to day activities like documentation of students, collection of fees, issuing letters to students etc.

There are various statutory and non-statutory committees comprising of staff members and students. These committees organize different co-curricular and extra-curricular activities which enrich the lives of students.

File Description	Documents
Paste link for additional information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA_6/policies.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA_6/policies.pdf</a>
Link to Organogram of the institution webpage	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA_6/ORGANOGRAM.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA_6/ORGANOGRAM.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

List of welfare measures provided by SIES Managing Council to Teaching & Administrative Staff :

- Provident Fund from the time of appointment
- Gratuity on retirement
- Medical expenses reimbursement for self and family
- Felicitation by SIES Management in the Annual Staff Get Together of the staff members who have completed 25 years of service, Teachers who completed PhD.

Reimbursement of registration fees for Research Paper Presentation/Publications

Free tea

Vehicle arrangement for staff for attending programmes organised by Management.

Parking space facility given for two wheeler as well as four wheeler of staff

During pandemic, following additional welfare measures were taken :

Government policy related to Covid Norms were followed.

Staff-members were paid full salary with no deductions of any kind

during pandemic.

Staff or their family members suffering from COVID19 were given Full pay and leave was granted

Work From Home facility was provided to teaching and non- teaching staff members

Free vaccination Drive was organized by the management for staff members and their spouses. Covisheild vaccination was provided by a reputed private hospital chain Fortis India.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

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

35

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

9

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

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

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

17

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

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

The mechanism of the Performance Appraisal System focuses on a fair transparent system and based on Academic Performance Indicator (API ) guidelines. Feedback of all faculty members is taken from the students in both the semesters. The online feedback



on teachers is taken on a rating scale that includes aspects such as subject knowledge, coverage of syllabus, clarity of explanation and use of appropriate teaching methods. This feedback is then submitted to the Head of the Institution for necessary action.

Faculty members also submit a self appraisal form on an annual basis.

After self assessment by the staff-members, this form is given to the Head of the Department. In case of faculty members the HOD is the reporting officer and for the office staff- members the Registrar is the reporting officer.

Once the reporting officer puts in their remarks and ratings, it is then given tto the Reviewing officer, Head of the institution. HOI reviews both the ratings of the employee as well as the reporting officer and accordingly puts in his score and remarks for further recommendations. The appraisal forms are then sealed and sent back to the central Human Resources (HR) department at the Head Office.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

Financial audit is aimed at ensuring financial transparency.

The Budget of the Institution is prepared in two parts, viz., Capital Budget and Revenue Budget. For the requirements of academics, it is done by HODs of various courses in consultation with other faculty members of their department.

The Accounts department gives the income and expenditure statement of the previous academic / financial year and accordingly in consultation with the Accounts department,

The budget is reviewed and submitted to Ms. Sushmita Sahu the approving authority for all SIES institutions.

At every level it is ensured that actual expenses are within the budgeted amount.

The Management has appointed V. Sankar Aiyar & Co. as the external auditor for auditing the financial statements of the Society at the end of the financial year ending 31st March, in accordance with the accounting principles generally accepted in India. Based on the audit of financial statements, the responsibility of the auditor is to express an opinion in the form of Auditor's Report on whether the statements are fair and free from material misstatements.

The audited report is published by the Management in the Annual Report of the Society.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

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

18,14,060

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The Vision of the college is to provide quality education and hence the institution mobilizes the funds and resources in efficient ways possible. Expenses are monitored so as to avoid wastage of funds.

The major sources of revenue are:

- a. Fees collected, Rental income.
- b. Sale of application forms for admission.
- c. Charges for various application forms and fees for services rendered to students.
- d. Interest received on saving deposits.
- e. Surplus from Certificate courses.
- f. Donations.
- g. Sundry income generated through sale of scrap.

The funds collected are spent only for planned expenditure reflected in the Budget.

During the preparation of annual budget, inputs are obtained from IQAC, departments and committees.

The College also makes operational budgetary allocations for salaries of all teaching and administrative staff members. All financial transactions are controlled and monitored by internal and external audits.

Smart class room, Projectors, LCD & mike system in classrooms were utilised to the optimum

Maximum teaching workload as per university norms shared by the teachers and the remaining workload is contributed by visiting faculties.

Experienced and trained teachers appointed as internal auditors for smooth functioning of College activities.

Job rotation of non-teaching staff to enhance versatile skill development is undertaken.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

The IQAC initiatives which have become institutionalized practices to improve quality are-

1. Centre for Skill Development was introduced. Faculties were encouraged to design and implement certificate courses. Certificate course on Event Management was Student Social Responsibility was successfully conducted by inhouse faculties.
2. Based on NAAC Recommendations, review meetings were conducted to plan future strategy and action plan to implement it were discussed. IQAC alongwith autonomy committee actively compiled, prepared and submitted final proposal report to UGC for securing autonomy.
3. The IQAC has initiated a feedback process of the syllabus from all stake holders, viz., Students, Teachers, Employers, Alumni and Parents through the use of online Microsoft forms. Feedback was collected from 2043 students, 53 teachers, 130 alumni, 79 parents and 2 employers. Action taken reports are placed before IQAC. Curriculum feedback is collected, analyzed statistically, compiled and communicated to the BOS members of university of Mumbai for their consideration and is available on website. Responses from BOS members were confirmed.
4. The IQAC has also instituted internal and external audit mechanism to verify and improve teaching learning processes. Two internal audits and one external audit were conducted in the academic year 2021-22. Four types of Audit ie Academic, Administrative, Gender and Information Technology audits are conducted. Internal audit was conducted by the Academic monitoring committee between 20th July to 23rd July and 21st December to 23rd December 2021. The external audit was conducted by a peer team of eminent academicians on 12th April 2022. The observations of the peer team and recommendations were placed before IQAC and would be implemented.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

#### Student Development

A 6-Day Student Development programme was organized by IQAC and Result Improvement Committee on the "Overview of Financial Markets Series 1" conducted by Bombay Stock Exchange Broker's Forum from 22nd-27th November 2021.

Business Conclave was initiated by Department of Management Studies was conducted from 10th-12th January 2022 for students of various colleges. The theme for this event was Unicorn Start-ups with emphasis on three specialization HR, Marketing and Finance.

Darpan - Reflection towards Eunia was a 4-day online National conclave was organized from 5th to 8th January 2022 for students, parents and teachers. The conclave had speakers who spoke on mental health issues and impact of covid on mental well being.

Solid Waste Management and Plastic Recycling were main activities organised to inculcate environment consciousness amongst students.

#### Faculty Development

In order to have a comprehensive view of National Education Policy, Department of Accountancy and SIES Central Training Department in collaboration with Guru Angad Dev Teaching Learning Centre organised a National level webinar on 11th January 2022.

IQAC organized a webinar for all the Teaching and Administrative faculty members on 16th December 2021 to understand the outline, methodology and various broad parameters considered by MHRD for bestowing NIRF Ranking to the Higher Education Institutions in India. A webinar on 'Journey from Autonomous to 4th Cycle of NAAC' was organised on 12th October 2021 for all the teaching faculties of the institution to understand the guidelines and process for preparation of Autonomy and NAAC fourth cycle Reaccreditation

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/Final Annual Report Jun-Mar2022_Combined.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/Final Annual Report Jun-Mar2022_Combined.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

**Safety & Security:** The rules & regulations related to online lectures are displayed on the college website. The ICC consisted of 3 Female student members. Discipline rules are formed and uploaded on the college website. The institution has CCTV cameras.

**Counselling :** Mentoring sessions were held by the faculty members at the department level. The objective is to develop rapport with the students and guide them for academic and co-curricular activities. Sakhi Box is installed near girls common room to

express their grievances.

A professional counsellor is available on campus for personnel and group counseling. The counsellor is either voluntarily approached by students themselves or referred by teachers.

Common Rooms : There is separate Girls and Boys Common rooms available.

In 2021-2022, various departments and committees of SIES organised webinars both online and hybrid mode addressing gender issues.

Program

Date

Women's Equality Day Quiz

26/8/21

Stree Mukti Sanghatana

1/10/21

Anti-Ragging awareness programme

9/10/21

Gender Equality by Akshara

18/11/21

Cyber Suraksha and Procedure to Report Online Sexual Harassment

25/1/22

SAGE (Sexuality and Gender Equality)

29/1/22

Rise in Awareness of Mental Health during the Covid-19 Pandemic

24/2/22

Women Inheritance Law:

4/3/22

ADAMYA- The unconquerable

8/3/22

Homeopathy for mental health

12/3/22

Workplace Ethics and Workplace Harassment for Men

28/3/22

File Description	Documents
Annual gender sensitization action plan	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA7/7_1_1_Final.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA7/7_1_1_Final.pdf</a>
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsiesascn.edu.in%2Fdocs%2Faqar%2F7.1.1Facilities%20for%20women.pdf&amp;data=05%7C01%7CAdityaj%40sies.edu.in%7C0ac80ecc95c743e7af6f08dae3f43ccd%7C405ddc34d66046e5b52dbfd0be156bb5%7C0%7C0%7C638072935390294426%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IklhaWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&amp;sdata=6lsoXrLR2pIMjBQLtxbUHcsYlWQPQWmjBhqwwcMpCsY%3D&amp;reserved=0">https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsiesascn.edu.in%2Fdocs%2Faqar%2F7.1.1Facilities%20for%20women.pdf&amp;data=05%7C01%7CAdityaj%40sies.edu.in%7C0ac80ecc95c743e7af6f08dae3f43ccd%7C405ddc34d66046e5b52dbfd0be156bb5%7C0%7C0%7C638072935390294426%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IklhaWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&amp;sdata=6lsoXrLR2pIMjBQLtxbUHcsYlWQPQWmjBhqwwcMpCsY%3D&amp;reserved=0</a>

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

**C. Any 2 of the above**



File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Waste is generated out of all sorts of routine activities carried out in campus including garden waste, garbage, paper, e-waste, and laboratory waste.

The biodegradable waste from the college campus is converted into compost, in a 24sq ft compost pit and Dual Biocomposting Tumbler. Ready compost is used as manure in the garden and sold to the students and staff.

Single-sided used papers are reused. Confidential reports/ papers are shredded and sent for recycling. Metal, wood, glass, and plastic scrap generated at a college campus is collected and given to scrap dealers for recycling. Signboards are displayed on the college campus for encouraging ideas of a plastic free environment.

Three Sanitary Pad Incinerators have been installed in Girl's washroom. The liquid waste from the college is connected to the municipal sewage system.

The college works towards generating minimal e-waste by reusing it. An E-waste bin is provided for the collection of the e-waste.

The plastic Collection drive was organised by NSS volunteers and BMS department and sent for recycling through "Bisleri Bottles for Change" and PJC Foundation

Solid waste sent for recycling during academic year 2021-22 as follows:

Type of waste

Paper

Metal

Plastic

E-Waste

Quantity

1410kg

156kg

728kg

83kg

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** **A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** **A. Any 4 or All of the above**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles

**3. Pedestrian-friendly pathways****4. Ban on use of plastic****5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

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

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The institution strives towards maintaining an inclusive environment for all stakeholders. The college promotes linguistic, regional, cultural diversity among the students.

#### 1. F.A.S.E.S.

The committee consists of students & teachers working for promoting the teachings of Father of Nation Mahatma Gandhi. F.A.S.E.S. stands for Faith, Ahimsa, Satyagraha, Equality and Swarajya. The committee organises activities to show the relevance of Bapu's thoughts among the younger generations.

#### 2. Marathi Vangamaya Mandal

India is multi-lingual country. Marathi Vanmaya Mandal organizes different activities which highlights Culture & create a bond with Language. Activities Like Marathi Bhasha Diwas, Chatrapati Shivaji Maharaj Jayanti are celebrated by this Club.

#### 3. Hindi Parishad

We often say "Unity in Diversity" about India. Thread that unites the whole India is Hindi which is the national language of India. Hindi Parishad was established with an objective of highlighting this Unity among different cultures of India. The club organizes Hindi Bhasha Diwas by inviting eminent hindi poets during the event.

#### 4. South India Association:

Being a Tamil linguistic Minority college, South India Association (SIA) has been formed to highlight and promote south Indian culture and create a bond with language. Festivals like Onam, South Indian Food Festival are organized by the club.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

We at SIES institution strive hard to inculcate national values and duties among our students which are at par with the duties of Indian citizens mentioned in the constitution of India. Various activities organized throughout the year to sensitize students towards constitutional obligations.

Sr. No.

Name of the Event

Date of the Event

1 International Yoga Day 21/6/21

2

Independence Day

15/8/2021

3

Gandhi Jayanti Celebration:

2/10/2021

4

National Unity Day pledge

31/10/2021

5

Constitution Day

26/11/2021

6

Republic Day

26/1/2022

7

Drop of hope: A blood donation camp

2/7/2021

8

Women's Equality Day Quiz

26/8/2021

9

Gender Equality and Prevention of Child Sexual Abuse webinar

23/9/ 2021

10

World Mental Health Day: A webinar

9/10/ 2021

11

Children's Day: A donation drive- "Fist Bump"

11/11/2021

12

Gender Equality session by Akshara

18/11/ 2021

13 World AIDS and Human Rights Day 17/12/21

14

Food Donation Drive

18/12/2021

15

National Voter's Day celebration

25/1/ 2022

16

SAGE (Sexuality and Gender Equality): A webinar

29/1/2022

17

Movie Screening on importance of Women's Empowerment

17/2/2022

18

Aashakiran: A CSR event

21/2/2022

19

Smart Girl Training Workshop (online) in association with BJS  
(Bharatiya Jain Sanghatana) NGO

22-27/2/2022.

20

Organ Donation Awareness: A webinar and Training Session

7/3/2022

21

5-day workshop for housekeeping

15-20/3/ 2022

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsiesascn.edu.in%2Fdocs%2Fagar%2F7.1.9_Any_document.pdf&amp;data=05%7C01%7Cacityaj%40sies.edu.in%7C0ac80ecc95c743e7af6f08dae3f43ccd%7C405ddc34d66046e5b52dbfd0be156bb5%7C0%7C0%7C638072935390450670%7CUnknown%7CTWFpbGZsb3d8eyJWIjojMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&amp;sdata=x18jGxc%2BHksnjBxKcWXl%2BJARMukbTLKWo3mXUKM2POc%3D&amp;reserved=0">https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsiesascn.edu.in%2Fdocs%2Fagar%2F7.1.9_Any_document.pdf&amp;data=05%7C01%7Cacityaj%40sies.edu.in%7C0ac80ecc95c743e7af6f08dae3f43ccd%7C405ddc34d66046e5b52dbfd0be156bb5%7C0%7C0%7C638072935390450670%7CUnknown%7CTWFpbGZsb3d8eyJWIjojMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&amp;sdata=x18jGxc%2BHksnjBxKcWXl%2BJARMukbTLKWo3mXUKM2POc%3D&amp;reserved=0</a>
Any other relevant information	<a href="https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsiesascn.edu.in%2Fdocs%2Fagar%2F7.1.9_Any_document.pdf&amp;data=05%7C01%7Cacityaj%40sies.edu.in%7C0ac80ecc95c743e7af6f08dae3f43ccd%7C405ddc34d66046e5b52dbfd0be156bb5%7C0%7C0%7C638072935390450670%7CUnknown%7CTWFpbGZsb3d8eyJWIjojMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&amp;sdata=x18jGxc%2BHksnjBxKcWXl%2BJARMukbTLKWo3mXUKM2POc%3D&amp;reserved=0">https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsiesascn.edu.in%2Fdocs%2Fagar%2F7.1.9_Any_document.pdf&amp;data=05%7C01%7Cacityaj%40sies.edu.in%7C0ac80ecc95c743e7af6f08dae3f43ccd%7C405ddc34d66046e5b52dbfd0be156bb5%7C0%7C0%7C638072935390450670%7CUnknown%7CTWFpbGZsb3d8eyJWIjojMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&amp;sdata=x18jGxc%2BHksnjBxKcWXl%2BJARMukbTLKWo3mXUKM2POc%3D&amp;reserved=0</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff**

**A. All of the above**

**4. Annual awareness programmes on Code of Conduct are**



**organized**

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

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

The institution organised events to celebrate International commemorative days which are marked by the United Nations to highlight important aspects of human life and History. Through this, Global problems are addressed, the general public is made aware of them and worldwide resources are mobilised in order to solve them. We are also promoting the feeling of Nationhood by celebrating following days of National Importance.

Sr. No.

Name of Activity

Date

1

International Yoga Day

21/6/21

2

CA DAY

1/7/21

3

Nelson Mandela International Day:

19/7/21

4

Women's Equality Day

26/8/21

5

Teachers Day

5/9/21

6

International Day against Drug Abuse and illicit Trafficking

09/09/21

7

Mahatma Gandhi Jayanti

2/10/21

8

World Mental Health Day

9/10/21

9

International Day of The Girl Child

11/10/21

4

National Unity Day

31/10/21

10

**Constitution Day Celebration**

26/11/21

11

**International Day of Solidarity**

29/11/21

12

**World AIDS and Human Rights Day**

17/12/21

13

**National Youth Day**

13/1/22

14

**National Voters Day**

25/1/22

15

**Republic Day**

26/1/22

16

**Martyr's Day**

29/1/22

17

**World Wetlands Day**

2/2/22

18

International Sex Education Day

3/2/22

19

ChattrapatiShivajiMaharaj Jayanti

18/2/22

20

Marathi RajBhasha Divas

5/3/22

21

International Women's Day

8/3/22

22

Maharashtra Day

1/5/22

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### BEST PRACTICE 1

### 1. Title of the Practice

Plastic Waste Management

### 2. Objectives of the Practice

To promote Sustainable habits amongst students by creating awareness on solid waste management and plastic waste recycling

### 3. The Context

Students play an important role in ensuring cleaner environment for generations to come if they are properly educated. Hence, measures were taken

### 4. The Practice

Sessions on Solid Waste Management Plastic Waste Recycling and Plastic waste collection drives were conducted.

Collected plastic waste sent for Recycling

### 5. Evidence of Success

- 718kg plastic waste collected
- Best social initiative Award, Bhavishya Bharat, National Competition

### 6. Problems Encountered and Resources Required

Storage of collected plastics

### BEST PRACTICES 2

#### 1. Title of the Practice

Darpan-reflection of eunoia

#### 2. Objectives of the Practice

To bring students, parents, teachers and experts together for discussions on mental health

#### 3. The Context

Covid pandemic, isolation, depression, made it necessary to organise sessions on self-management and tackling inner troubles

#### 4. The Practice/Activities

4days National Conclave was organised on topics such as living contented life, Mental Enlightenment, Youth drug abuse, Covid isolation and normalcy, Struggle Mode on, mental health, Keeping mind, body sound and healthy.

#### 5. Evidence of Success

- 954 participants
- Emotional well-being awareness at National Level

#### 6. Problems encountered and resources required

- Limited one-on-one interaction

File Description	Documents
Best practices in the Institutional website	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA7/7_2_Best_Practices_2122.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA7/7_2_Best_Practices_2122.pdf</a>
Any other relevant information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA7/7_2_relevant.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA7/7_2_relevant.pdf</a>

### 7.3 - Institutional Distinctiveness

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

Developing students' proficiency through Knowledge and Skill based learning

With the rising need to think beyond basic curriculum and develop real life skills to tap potential capabilities amongst students, following new alternatives were conducted:

1. Centre for Skill Development- The Centre for skill development was constituted in the year 2021-22 with an aim to train students. Various knowledge driven certificate courses were introduced in online and hybrid mode so that students can have wide options to enrol and develop their skills.

2. Course Design and Execution by College Faculties- In-house Faculties were encouraged to introduce need based certificate courses wherein they themselves designed new syllabus, developed content and executed it successfully.

3. Student Development Programmes- "Overview of Financial Markets Series 1", Business Conclave, Webinars on awareness about mental health and current topics, Career guidance initiatives, Sanrakshan were some of the programmes organised.

4. Community Engagement Activities: Solid Waste Management, Plastic Recycling, Mangrove Clean up Drive, RAT (Rapid antigen test) campaigns and Vaccination Drives, Donation drives were some of the activities conducted.

Thus we can state that post pandemic, Knowledge based Learning and Skill Development was primary focus of the institution. Departments as well as committees provided seamless learning opportunities to students and constantly worked towards skill enhancement and holistic development of students.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The Institution ensures effective curriculum delivery as designed and prescribed by the University of Mumbai. The college geared up for hybrid mode for which planning was executed and infrastructure facilities were created.

The meeting of Principal, IQAC and Head of Department was conducted at the start of the academic year to discuss the college's academic planning, workload, timetable for 2021-2022. The academic calendar containing curricular and co - curricular activities was uploaded on the website. Curriculum delivery was continued in Hybrid Mode. Teachers used ICT, blended learning, Flip classroom, experiential learning, peer learning (TUTOR). A Teaching Plan, created by the faculty and reviewed by the department head and Principal. Regular academic review meetings and audits were held.

Induction program for newly appointed faculty was conducted by IQAC. Online Faculty Exchange Programme was organized in collaboration with SIES College of Commerce and Economics, Sion (E) for B.Com. (Financial Markets) and M.Com Advanced Accountancy students with an objective to facilitate diverse learning environment and promote inclusive system of teaching and learning.

Orientation programmes were organized for all the First Year students. Special Efforts were made to prepare students for semester II and PG offline exams by giving individual assignments. Assessments were conducted for SY, TY and PG in online mode through the JUNO ERP License system and Microsoft Teams. Academic feedback was taken by students at the end of each semester.



File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA1/1_1_2.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA1/1_1_2.pdf</a>

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

University of Mumbai decided to conduct an online examination for UG and PG programmes for the year 2021-2022. The university established clusters and the lead college of the cluster was entrusted with the responsibility of supervising examinations.

To conduct monitored examination the college had decided to use Juno ERP and Microsoft Teams in accordance with University of Mumbai circular. Teachers of our college were appointed as paper setters. In the Even Semester SIES (Nerul) was selected as the lead college for few Programmes i.e. TYBCOM Economics. The college conducted ATKT examinations and regular examinations. Multiple Choice questions exam pattern was adopted for external and internal examinations and for the internal examinations of subjects like Foundation Course, Projects and Presentations/Viva were conducted.

Regular examinations of PG and UG for Semester I , Semester III and Semester IV were conducted through the new ERP software JUNO and Microsoft Teams. As per the new circular received from the University of Mumbai in the month of February 2022 the Semester II regular and ATKT (Allowed to Keep Term) examinations were held offline in the college, as 50% descriptive type examination and 50% multiple choice question type examination. Assessments of lower and university examinations were completed by the faculties. Further, the process of revaluation for the Semester II was taken up according to the guidelines issued by the University.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="#">NA</a>

<p><b>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</b></p>	<p><b>A. All of the above</b></p>								
<table border="1"> <thead> <tr> <th data-bbox="97 689 533 757">File Description</th> <th data-bbox="533 689 1394 757">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="97 757 533 936">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="533 757 1394 936" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="97 936 533 1003">Any additional information</td> <td data-bbox="533 936 1394 1003" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>	Any additional information	<a href="#">View File</a>			
File Description	Documents								
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>								
Any additional information	<a href="#">View File</a>								
<p><b>1.2 - Academic Flexibility</b></p>									
<p><b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b></p>									
<p><b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b></p>									
<p><b>12</b></p>									
<table border="1"> <thead> <tr> <th data-bbox="97 1339 533 1406">File Description</th> <th data-bbox="533 1339 1394 1406">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="97 1406 533 1473">Any additional information</td> <td data-bbox="533 1406 1394 1473" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="97 1473 533 1574">Minutes of relevant Academic Council/ BOS meetings</td> <td data-bbox="533 1473 1394 1574" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="97 1574 533 1686">Institutional data in prescribed format (Data Template)</td> <td data-bbox="533 1574 1394 1686" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Any additional information	<a href="#">View File</a>	Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>	Institutional data in prescribed format (Data Template)	<a href="#">View File</a>	
File Description	Documents								
Any additional information	<a href="#">View File</a>								
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>								
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>								
<p><b>1.2.2 - Number of Add on /Certificate programs offered during the year</b></p>									
<p><b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b></p>									
<p><b>15</b></p>									

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

1431

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

A variety of cross-cutting activities are designed in the areas :

#### PROFESSIONAL ETHICS:

The courses that address this aspect include: Organizational Behavior, Ethics and Corporate Governance. Following initiatives were organised to help students in integrating the value :

- Sessions on Cyber Crime, Financial Frauds, consumer protection and rights
- Media Summit on "Truth in handcuffs: Where does Press freedom end and Trial by media begin?".

#### GENDER:

The Foundation Course taught across programmes addresses Gender issues like Female Feticide, Dowry etc. The students are also

sensitized by conducting following initiatives:

- The Rakshin Project organized by the NGO 'Sakshi'
- International Day of The Girl Child.
- Webinars on Sexuality and Gender Equality

#### HUMAN VALUES:

Foundation Course emphasizes on the core beliefs that highlight the inherent goodness of individuals and society as a whole. Committees like F.A.S.E.S (Faith, Ahi?sa?, Satyagraha, Equality, Swarajya), Institutional Social Responsibility are established to culminate human values in the students. Also, following programmes were organised:

- Activities around health: Yoga, Vaccination drive
- Attachment to one's country : Independence Day, Gandhi Jayanti
- Respect towards society: Visit to Charitable trust

#### ENVIRONMENT AND SUSTAINABILITY:

The courses like Green Computing, Environmental Studies address Environment and Sustainability.

The College encourages environmental consciousness by:

- Solid Waste Management
- Bisleri Bottle for Change
- Cleanliness Drive

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

169

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

3280

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the

A. All of the above

**institution from the following stakeholders**  
**Students Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	<a href="https://siesascn.edu.in/docs/AOAR2021-2022/141feedback.pdf">https://siesascn.edu.in/docs/AOAR2021-2022/141feedback.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://siesascn.edu.in/docs/AOAR2021-2022/142ATR.pdf">https://siesascn.edu.in/docs/AOAR2021-2022/142ATR.pdf</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

**4119**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

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

435

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

Our institution has taken best possible efforts to serve students of different backgrounds and abilities, through an effective Hybrid teaching learning process and creating a system to identify students abilities.

1. Identification and classification of students into advanced (aggregate 75% and above), less advanced (between 50% and 75%) and slow learners (below 50%), based on their performance in various components like entry level marks, Observing and assessing the participation of students in regular classes, assignments and presentations and Evaluating the performance of students in Internal Tests and Semester examinations
2. Organizing various academic, co-curricular and extra curricular activities and exercises to raise the attainment level of students. Following measures are implemented to enhance the intellect of all students :-
  - Online Orientation Programmes for the First Year students were organised at the beginning of the academic session.
  - Preliminary Examinations, Assignment, Quiz were conducted online.
  - Students were provided online Training Sessions to acquaint them with the working of JUNO ERP Software.

Advanced Learners: Online Faculty Exchange Programmes were organised in collaboration with other colleges. Project and PowerPoint presentations, Video Making, Debate Competitions and Technical Exhibitions were organised online. Online guest lectures, webinars were organised in which eminent resource persons and industry experts enhanced the knowledge of students and created awareness about relevant topics.

**Slow Learners:** Bridge Course was conducted online to acquaint the students with basics of new subjects and to enable them to be at par with other students. Mock Examinations, Remedial Lectures, Assignments and Intensive Coaching were conducted online.

File Description	Documents
Paste link for additional information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA2/adv_slow.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA2/adv_slow.pdf</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
4119	53

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

The overall goal was to accomplish the learning outcomes without sacrificing quality. Virtual platforms were incorporated with modern teaching and learning methods. Inhouse faculties designed and implemented certificate course as per need of learners.

Activities and Methods Employed Expected enhanced learning outcomes:

Experience-Based Learning Methods:

Academic Research Project like Avishkar, Conferences, and Seminars to increase researchability. Projects and assignments for group learning. Case Studies, Group Discussions, Debates, Role Plays Group Presentations and Envision to increasing a variety of technical and soft skills. Summer internships at many public and private organisations are available to student to enhance professional capabilities.



College festival and departmental celebrations:

SIESONS, BAMMC, FRAMES, BMS, SHARPSHOOTERS, BCOM PROGRAMS, ADVAITA IT, and the Techno-vision College Festival all take part. Increase student participation in learning by introducing them to program-specific skills as well as dispute resolution, event management, and leadership techniques.

Activities conducted as in-class group exercises on a range of subjects, including management, media, and economics. Boost your ability to communicate and deliver ideas. Newspaper reading, movie watching, and book reviews Media and management lessons in the classroom cultivate a reading habit among students. critical reasoning technical demonstration. Departments like CS and IT activity utilising functional models to comprehend theoretical topics Webinars, both local and global Activities at the department and committee levels to be informed on modern information abilities to solve issues Current Affairs Study, Business Games, Business Quiz, Assignments, Quizzes, Presentations, Tutorials Management lessons and business problem-solving are taught in the classroom Student

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NA</a>

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

The Institution has a virtuous set-up for enhancing teaching-learning practices. Keeping in mind the importance of use of ICT, E-learning environment is created in the class rooms with well-equipped smart boards, LCD projectors, and audio-visual facilities. In addition to chalk and talk method of teaching, the faculty members are using IT enabled tools that help teachers to undertake coursework.

1. Faculties use blended learning platforms like MS-Teams and Google classroom to deliver online education resources and there e-content's to effectively deliver teaching and provide enhanced learning experience to the students.

2. The College has eight smart boards in various classrooms which make teaching learning convenient and interesting for the faculty as well as or students.

3. You- Tube, E- mails, WhatsApp group and Google classrooms are used as platforms to communicate, make announcements, uploading presentations, materials and conducts tests, address queries, mentoring etc.

4. To automate the entire teaching and learning administrative process, the college has which is ERP Software Juno and is used for evaluation, result processing etc.

5. Innovative teaching methods using free and paid software are utilized for teaching, evaluating, mentoring and distribution of assignments. Faculties have made there e-content and One drive for students to refer.

6. Bridge course were successfully conducted through google classrooms

7. Video making competitions for students were conducted to encourage use of ICT

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

53

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

53

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

14

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

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

#### 2.4.3.1 - Total experience of full-time teachers

418

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The college follows the evaluation pattern framed by the University of Mumbai for Internal and external examination.

The institute has a separate exam room, with dedicated computer, web camera and password protection to maintain complete secrecy and transparency. Dedicated and separate Assessment room for online as well as offline paper assessment were made available.

In the year 2021-2022 the University of Mumbai decided to conduct an online examination for UG (Except First year) and PG programmes. To conduct proctored examination the college had decided to conduct the examination through Juno ERP and Microsoft Teams. The university established clusters and the lead college of the cluster was entrusted with the responsibility of supervising examinations. Based on the Experience, teachers of our college were appointed as paper setters. The lead college decided the time table and provided a question set for examination accordingly. Scrutiny Committee was established to ensure error-free question papers. To maintain confidentiality, question papers are collected and printed only one hour before commencement of examination. For Semester-I & II the college itself had to create the question paper set by respective subject teachers and not through cluster as per the new guidelines by the University of Mumbai.

During the year all Allowed to Keep Term, Additional examinations, Practical examination, Project Viva-voce, regular examinations of Semester V and Semester VI and PG examination were conducted online

The Semester II regular and ATKT examinations are held offline

in the college in accordance with the new circular that was obtained from the University of Mumbai

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NA</a>

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

It was a challenge for the college to conduct examinations without any grievance; University had provided guidelines to the colleges for conducting online examinations. The students with Learning Disabilities were given extra time and extra marks as per the university of Mumbai guidelines. College conducted mock tests for the students to make them acquainted with the online examination as per examinations norms and procedure. In case a student faced any difficulty the college provided a examination help desk or facility of internet or computer system .

The Examination committee prepared timetables and displayed on the official college website. Exam Seat numbers were allotted to the students as per the University of Mumbai guidelines. Uploading the question papers, conducting online examination, evaluation and Verification of marks of the students were done through ERP Software JUNO. The results were declared within 30 days from the date of examination and the consolidated result was put up on the college website within 45 days as per the University of Mumbai guidelines.

University cancelled revaluation for online examination, but for semester I the revaluation and Unfair means guidelines were followed due to offline examination.

Eventhough there was no moderation prescribed for semester I examination, the institute took initiative wherein the Head of the Department of each programmes moderated few answersheetsto reduce grievances.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NA</a>

## 2.6 - Student Performance and Learning Outcomes

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

### Students Performance and Learning Outcome

Wide-ranging objectives and outcomes of different programmes are well-preserved in the vision and mission statement of the college. Our College motto is 'Rise with Education'. Diverse programs will produce learners with different area of knowledge, the ultimate goal of education would be to benefit students grow into responsible and good citizen's.

### Programme Specific and Course Specific Outcomes

University has prescribed syllabi which states POs/COs and their objectives which deal with the need of the course and expected outcomes. These syllabi are available to all stakeholders at the University or College website or at library .While developing the POs, PSOs and COs, teachers attended workshops organized by the College to gain conceptual clarity.

The College takes a number of steps in dissemination of the vision, mission and programme outcomes among all stakeholders.

- The vision and mission statement is displayed at all strategic locations.
- During the admission process, the teachers counsel the prospective students and parents on the expected outcomes and for the same orientation programmes are organized for first year students.

There is a coordinated effort on the part of the College and students in achieving the desired outcomes by mentoring and skill enhancement sessions.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://siesascn.edu.in/iqac/uploads/POCO.pdf">https://siesascn.edu.in/iqac/uploads/POCO.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

CO-PO mapping and its attainment calculation has major importance in Outcome Based Education. It should be formulated of attributes to measure quality of program that a graduate has to acquire from the college during his/her studies. Time to time calculation of CO-PO Attainment is needed for holistic approach in education. Each subject is mentioned as a course in NAAC. A sample of CO-PO attainment calculation for program BCOM (FM), batch 2019-2022 and MSC(CS), batch 2020-2022 is discussed. Microsoft office Excel spread sheet has been used for calculations. Assessment methods are categorized as following:

Direct Method (80%)

- Define Programme Outcome, Programme Specific Outcome and Course Outcome
- Setting the CO-PO/PSO Target Articulation matrix
- CO Assessment (setting and measurement)

Internal Assessment (25%)

External Assessment (75%)

- Attainment of PO/PSO

Indirect Method (20%)

- Exit Survey
- Attainment of PO/PSO

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA2/POCO_FM_MSc_merged.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA2/POCO_FM_MSc_merged.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

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

1349

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/gaz_copy.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/gaz_copy.pdf</a>

### 2.7 - Student Satisfaction Survey

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

[https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA2/SSS\\_2122.pdf](https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA2/SSS_2122.pdf)

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

2694300.00



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

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

#### 3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	No File Uploaded

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

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

01

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://brns.res.in/">https://brns.res.in/</a>

### 3.2 - Innovation Ecosystem

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

The institute has created an ecosystem for Research and Innovation by taking initiative for creation and dissemination of knowledge. The Institution provides a favourable environment for promotion of Innovation and Incubation. Students are encouraged to actively get involved in the application of Technology for societal needs. Necessary support is provided for Publication of Research Papers.

Institution has organized two international research conferences in this academic year. One workshop has been conducted by department of environmental science. Media Summit was organised where journalists and experts spoke about prominent issues in contemporary society

The faculties have published more than 40 research papers in various UGC CARE Listed Journals. The faculty members have also published several research papers through National/International Conferences, Chapters in Edited Books and International Journals. Faculty was also invited as resource person in the International Conference.

Institution has its inhouse Incubation centre to promote and spread awareness about entrepreneurship and start-ups among the students. 5 days series on Business Webinars - Concetation was organised for students to help them generate ideas as well implement start-ups.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

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

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

32

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	<a href="#">nil</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	<a href="#">View File</a>

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

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

48

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

18

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

SIES (Nerul) College of Arts, Science and Commerce believes in providing an innovative educational environment, opportunities and experiences that would enable the students and faculties to grow, thrive and prosper. The students are empowered through value-based education, discipline and extension activities thus providing them a holistic approach towards life. The various activities conducted include:

- Health & Welfare (International Yoga Day, Cardiac Arrest Resuscitation, Blood Donation drive, World Mental Health Day, Holistic Approach towards Healthy Lifestyle, Vaccination Drives in collaboration with NMMC,AIDS Awareness, Plastic Collection drives)
- Value (Daanutsav, Nelson Mandela International Day, Gandhi Jayanti Celebration, Golu-Bommaai celebrations, Rashtriya Ekta Diwas Programme, Kisan Divas, Food Donation Drive, Republic Day, Shiv Jayanti Celebration, Marathi RajBhasha Divas)
- Environment Consciousness (Grow your own Microgreens, Seed Collection Drive, Solid Waste Management, Scorched Earth, Climate Change and Communication, Mangrove Clean-up Drive, Wetland Day Marine Matters)
- Preventive Measures of Frauds (Cyber Security, Awareness session on Financial Frauds, Cyber Suraksha and Procedure to Report Online Sexual Harassment, Banking Frauds, Insurance Frauds and Cyber Frauds, Sanrakshan)
- Civic sense (Cyber Crime, Anti-Ragging awareness programme, Aashakiran)
- Gender Equality (Gender Equality and Prevention of Child Sexual Abuse, Women's Equality Day, Talk on Feminism, Hygiene for her, Smart Girl Training Workshop, Women Inheritance Law, ADAMYA- The unconquerable, Workplace

**Ethics and Workplace Harassment for Men)**

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

01

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year****3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

78

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

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

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

10516

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

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

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

21

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

15

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution has sufficient teaching and learning resources, including classrooms, laboratories, technology, etc. The college's facilities are sufficient for holding classes, extracurricular activities, and co-curricular events. Storage facilities for departmental records, student projects, and completed assignments are included in 29 classrooms which are well-ventilated and with adequate seating arrangements. The institution operates in two shifts, with designated rooms for each program's classes. Seven classrooms are smart classrooms with virtual classroom facilities and a total of 15 classrooms have a LAN facility.

The institute has ten laboratories. The Institute has 4 servers and 258 computers with antivirus software. Computer science and information technology practical courses are held in the computer and electronics laboratory. Students facilitated by well-equipped media and EVS laboratories. The campus has a secured Wi-Fi connection.

Login credentials are provided to students and faculties for the smooth functioning of academics. Activities were initially carried out online and thereafter in a hybrid format. In the library, Divyangjan students benefited from Readit scan to speech software, which made it easier for them to read the reference book.

As per the University of Mumbai guidelines, the examinations were conducted in online/offline mode.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA4/4_1_1.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA4/4_1_1.pdf</a>

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

The uniqueness of the SIES (Nerul) College is the holistic development of students and nurturing young minds for job readiness. Academic learning and extra and co-curricular activities are benchmarks of the Institute. The institution has adequate facilities to conduct different cultural, sports and yoga activities.

#### Yoga

The college has established Yogsadhana kendra with a capacity of 50. In the year 2021-22, the International day of Yoga was conducted by NSS Unit and Sports Association

#### Sports

The Sports Committee has made the college extremely proud by bringing laurels to the Institution. There is a gymkhana of 833.25 sq. ft. area with in door, outdoor games facilities to conduct various games. The college students are participating in events at Intra-Collegiate, Inter-Collegiate, District, State and National level.

In the year 2021-22, the Sports committee conducted various events such as Cherron, Personality development, Work hard but work right, Champions Cup, League of Strikers.

#### Cultural

The institute has various avenues such as a multipurpose hall and 2 auditoriums in campus for hosting cultural events. The various committees and departments are promoting the rich cultural heritage of our country. These committees and departments conduct several activities and fest wherein there was an active participation by students.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA4/4_1_2.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA4/4_1_2.pdf</a>

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

28

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">nil</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

23.42

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

In the academic year 2021 -22, the college library continued to

use the Juno software thereby ensuring the process of complete automation.

The library module enabled efficient handling of all the important aspects of the library and its functions some being :

- management of books
- journals/CDs/DVDs/magazines management
- membership management
- catalogue management
- online public access control (OPAC)
- book bank management
- transactions
- digitization
- auditing
- reporting

Also during the hybrid mode of functioning the software was used for circulation of books and records of the users were successfully maintained.

Further remote access for users is another important feature wherein they can access the library data on any phone , laptop or desktop with internet.The software can also incorporate library policies , purchase details , stock audit etc. and is quite comprehensive.

Data uploading as well as exporting data both can be done. Attendance monitoring is also possible. And so also Bar code generation.

The software has enabled the library to make the ongoing transition process both smooth and effective and also cater to user requirements prioritizing their library needs and requirements, both the present and future.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="#">nil</a>
<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>A. Any 4 or more of the above</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
<b>6.44</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
<b>80</b>	

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

Information Technology has become an invaluable asset for the functioning of every institution especially with increasing stake holders and to meet their increasing demands ,the IT infrastructure is frequently updated and upgraded.In the year 2021-22 because of pandemic the college was functioning online in the first termof the year then slowly started with hybrid mode in second term.

In this year 20 computers were upgraded with RAM from 2 GB to 4 GB.And 32 new SSD hard disks were added.The wifi access points were increased from 10 to 15 access points.

The LAN facility in the classrooms was increased from 7 classrooms to 15 classrooms. The projectors were also increased to help faculties to conduct the lectures smoothly.MS - Teams was used to conduct the online lectures . The Media Lab was provided for the online paper assessment of University examinations.MS credentials were provided to students and faculties. The ERP module JUNO was actively used for Library , Examination and result generation purposes and daily academic activities. The E packages such as N List and J Gate were renewed in 2021-2022 and an additional e resource Delnet was subscribed.

For visually challenged and differently abled students the new speech software Read It scan was installed in the Library. The previous all softwares in computer Laboratories , Library and College were renewed.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">nil</a>

**4.3.2 - Number of Computers**

258

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution**

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**4.4 - Maintenance of Campus Infrastructure****4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

134.90

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

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

etc. These facilities are regularly maintained by Annual Maintenance Contract (AMC) and Purchase/Replacement whenever required. The requirement/upgradation for the facility is discussed at different forums, viz CAPEX consisting of the College Development Committee, IQAC, and in the meetings of the Head of Departments with the Principal.

The Institute follows the policies laid down by the Management for the disposal of obsolete/damaged goods. The purchase order for new hardware, software, and books is approved by the principal. The AMC vendor appointed by the college and central purchase department also takes care of the maintenance of all the equipment.

The Institute follows the reduce-reuse-recycle policies laid down by the Management for the disposal of obsolete/damaged goods. The examination module in ERP software was tested, and customized to conduct an online examination and to generate results.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">nil</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

17

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

101

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

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

A. All of the above

File Description	Documents
Link to Institutional website	<a href="https://siesascn.edu.in/naac/criteria5/capsk.php">https://siesascn.edu.in/naac/criteria5/capsk.php</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

947

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

947

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

**5.2 - Student Progression****5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**



222

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

211

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

9

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

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

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

6

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

College Development Committee is formed which actively participates in discussions with the Management. The CDC is the highest decision making body in the college. Therein student representatives play an active role.

The IQAC of the college ensures participative management through its meetings with all stakeholders wherein they discuss the developmental activities of the college. Student representatives put forth their ideas and suggestions.

Each Department has a Head of Department who is in charge of academic, curricular and co-curricular activities of that course. HOD ensures that activities are being organized along with students who brainstorm and effectively implement ideas.

Various committees - statutory and non-statutory are in place to provide exposure to students. Every committee has a Convenor, Co-convenor, other faculty members and a team of students who make up the Committee. Students are given the

freedom to make decisions regarding the activities to be conducted, the scale of operations, whether intra or inter-collegiate, guests to be invited, etc. The students get trained in various practical skills.

The Student Council is the representative body of students in the College. It consists of academic toppers from all classes and heads of various committees.

The Student Council, National Social Service scheme (NSS), Gender Sensitization Cell, Rotaract and other committees organizes various events and celebrates various days in the college. Students also organise annual and departmental festivals.

In order to ensure holistic development of the students, it is being encouraged that students excel in various curricular and extra curricular activities along with balancing academics.

File Description	Documents
Paste link for additional information	<a href="#">Nil</a>
Upload any additional information	<a href="#">View File</a>

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

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

10

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

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

The College has a recognised Alumni Association, the SIES (Nerul) College of Arts, Science and Commerce Alumni Trust (SIESNAA).

The broad objectives of SIESNAA are

1. To institute a network between the alumni, staff, and students of the institution.
2. To take an active and abiding interest in the work and progress of the Institute.
3. Raising funds for social welfare and scholarship funds for the deserving students.

The Alumni Association of our college has been actively working to meet these objectives.

Mr. Aditya Subramaniam, Secretary of SIES Nerul Alumni Association took part in an endowment inauguration ceremony for introducing a new Endowment Award in fond memory of his maternal grandmother, Late. Smt. Lakshmi G. Krishnan. The new Endowment Award was to be given to the student with all-round achievements.

A total amount of Rs. 50000/- was provided as scholarship to the 9 deserving students of the institution.

An online capacity building sessions series was organized on 13th and 20th October 2021 for the students to understand the changing role of HRM in the new normal and to acquire core competencies in tackling the pandemic positively. The speaker for these sessions was Mr. Arun Kaimal, Alumnus of the college. Around 150+ students attended both the sessions.

Graduation Day, an annual initiative by SIESNAA was conducted on 26th February 2022, to conduct a graduation ceremony for the pass out students of the batch 2020-2021. An oath taking ceremony was conducted followed by a group photograph. Around 508 students attended the Graduation Day.

File Description	Documents
Paste link for additional information	<a href="#">Nil</a>
Upload any additional information	<a href="#">View File</a>

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>D. 1 Lakhs - 3Lakhs</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The Management of SIES is proactive and dynamic. Hence, the vision and mission of the founders is extended 'to make SIES one of the most admired academic institutions in India.' Assimilating the unique features of the New Education Policy (NEP), College has initiated several steps to implement the NEP. A national level webinar to understand innovative pedagogies in NEP was organised in which former Chairman of UGC and other eminent academicians participated.

This shows that the vision of the college is working in accordance with the Ministry of Human Resource Development (MHRD).

The College having completed successfully the third cycle of NAAC with an A grade has applied to the UGC for autonomy status.

The College progresses in the steps of the Society. The Motto of the College is to "Tirelessly strive towards perfection and scaling greater heights." This is achieved by offering holistic development to students with the following benchmarks:

- i. Stressing on high standards of academic, professional and societal performance.
- ii. . Encouraging industry based academic interaction.
- iii. Imparting knowledge keeping abreast with changing technologies.
- iv. Responding in a creative manner to a continuously changing cosmopolitan society.
- vi. Supporting cultural and ethnic diversity in the community.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

College practices decentralization and participative management in several areas of administration.

In the beginning of the academic year, the objectives of the College are laid down by participative management wherein the Principal and Heads of all the Departments (HODs) sit together to identify the goals to be achieved in the year.

The Registrar, with the team of non-teaching staff-members is in charge of the entire administrative work of the College.

Let us look at the case-study of First year admissions to undergraduate programs in college. The admission process is monitored by the Admission Committee headed by the Principal

and consists of HODs and Senior Faculty members. The process begins with sale of Admission Forms; interested candidates apply by filling the forms in an online process. Forms are collected by non teaching staff-members and data is processed by them. The forms and data is verified by Faculty members. Principal along with Admission committee members declare the merit lists. The faculty members help the administrative staff members in conducting the Admission Process.

Decentralization and participative management is also practiced through various committes which organise curricular and extra curricular activities. Each faculty member is assigned multiple committees and guide student members.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College constituted a Centre for Skill Development was constituted in the year 2021-22.

11 Certificate Courses were introduced in this academic year through the Skill Development Centre in addition to Tally and Campus to Corporate Transition Programme, in order to enhance the learning experience for the students beyond their pre-set syllabus and curriculum. These Courses are certificate courses with duration of 30 hours.

A Memorandum of Understanding (MOU) was also signed with M.O.P. Vaishnav College Chennai and our college. The objective of the MOU is to foster academic excellence and Promote faculty exchange programmes and academic and research activities. Collaborations with Guru Angad Dev Teaching Learning Centre, OCHRE (INDIA), LORE & ED Research Associates private Ltd., RSP Conference HUB was done for organising research conferences and workshop and webinars.

MOU with AIESEC was signed to provide students a platform to build local and international network and avail leadership opportunities. For conducting social initiatives, collaboration

with Bisleri Charitable Trust was done

Seven classrooms are smart classrooms with virtual classroom facilities and a total of 15 classrooms have a LAN facility. The ERP module JUNO was actively used for Library, Examination and result generation purposes and daily academic activities. The E packages such as N List and J Gate were renewed in 2021-2022 and an additional e resource Delnet was subscribed.

Hybrid mode of learning was followed as per University of Mumbai directions. Thus we initiated the process of following the NEP

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

The organization is headed by the Managing Council of SIES. The Principal is the Head of the Institution appointed by the Managing Council. There are two academic bodies CDC and IQAC which monitor and plan the activities of the college.

The Registrar heads the office administration and is responsible for the administration and maintaining all official records and documents.

Each department is led by a Head of the Department [HODs] who is appointed by the Principal and approved by the Managing Council. The Head of the Departments co-ordinates all activities of the department.

The Librarian is in-charge of the College library.

The office superintendent allots duties to the office staff members under the guidance of the Registrar

Faculty members in each department conduct lectures and organize various activities under the guidance of Principal and



HODs .

In the college office, clerks, peons undertake day to day activities like documentation of students, collection of fees, issuing letters to students etc.

There are various statutory and non-statutory committees comprising of staff members and students. These committees organize different co-curricular and extra-curricular activities which enrich the lives of students.

File Description	Documents
Paste link for additional information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA_6/policies.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA_6/policies.pdf</a>
Link to Organogram of the institution webpage	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA_6/ORGANOGRAM.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA_6/ORGANOGRAM.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

List of welfare measures provided by SIES Managing Council to Teaching & Administrative Staff :

- Provident Fund from the time of appointment
- Gratuity on retirement
- Medical expenses reimbursement for self and family
- Felicitation by SIES Management in the Annual Staff Get Together of the staff members who have completed 25 years of service, Teachers who completed PhD.

Reimbursement of registration fees for Research Paper Presentation/Publications

Free tea

Vehicle arrangement for staff for attending programmes organised by Management.

Parking space facility given for two wheeler as well as four wheeler of staff

During pandemic, following additional welfare measures were taken :

Government policy related to Covid Norms were followed.

Staff-members were paid full salary with no deductions of any kind during pandemic.

Staff or their family members suffering from COVID19 were given Full pay and leave was granted

Work From Home facility was provided to teaching and non-teaching staff members

Free vaccination Drive was organized by the management for staff members and their spouses. Covisheild vaccination was provided by a reputed private hospital chain Fortis India.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

35

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

9

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

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

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

17

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

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

The mechanism of the Performance Appraisal System focuses on a fair transparent system and based on Academic Performance Indicator (API ) guidelines. Feedback of all faculty members is taken from the students in both the semesters. The online feedback on teachers is taken on a rating scale that includes aspects such as subject knowledge, coverage of syllabus, clarity of explanation and use of appropriate teaching methods. This feedback is then submitted to the Head of the Institution for necessary action.

Faculty members also submit a self appraisal form on an annual basis.

After self assessment by the staff-members, this form is given to the Head of the Department. In case of faculty members the HOD is the reporting officer and for the office staff- members the Registrar is the reporting officer.

Once the reporting officer puts in their remarks and ratings, it is then given to the Reviewing officer, Head of the institution. HOI reviews both the ratings of the employee as well as the reporting officer and accordingly puts in his score and remarks for further recommendations. The appraisal forms are then sealed and sent back to the central Human Resources

(HR) department at the Head Office.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

Financial audit is aimed at ensuring financial transparency.

The Budget of the Institution is prepared in two parts, viz., Capital Budget and Revenue Budget. For the requirements of academics, it is done by HODs of various courses in consultation with other faculty members of their department.

The Accounts department gives the income and expenditure statement of the previous academic / financial year and accordingly in consultation with the Accounts department,

The budget is reviewed and submitted to Ms. Sushmita Sahu the approving authority for all SIES institutions.

At every level it is ensured that actual expenses are within the budgeted amount.

The Management has appointed V. Sankar Aiyar & Co. as the external auditor for auditing the financial statements of the Society at the end of the financial year ending 31st March, in accordance with the accounting principles generally accepted in India. Based on the audit of financial statements, the responsibility of the auditor is to express an opinion in the form of Auditor's Report on whether the statements are fair and free from material misstatements.

The audited report is published by the Management in the Annual Report of the Society.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

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

18,14,060

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The Vision of the college is to provide quality education and hence the institution mobilizes the funds and resources in efficient ways possible. Expenses are monitored so as to avoid wastage of funds.

The major sources of revenue are:

- a. Fees collected, Rental income.
- b. Sale of application forms for admission.
- c. Charges for various application forms and fees for services rendered to students.
- d. Interest received on saving deposits.
- e. Surplus from Certificate courses.
- f. Donations.

**g. Sundry income generated through sale of scrap.**

The funds collected are spent only for planned expenditure reflected in the Budget.

During the preparation of annual budget, inputs are obtained from IQAC, departments and committees.

The College also makes operational budgetary allocations for salaries of all teaching and administrative staff members. All financial transactions are controlled and monitored by internal and external audits.

Smart class room, Projectors, LCD & mike system in classrooms were utilised to the optimum

Maximum teaching workload as per university norms shared by the teachers and the remaining workload is contributed by visiting faculties.

Experienced and trained teachers appointed as internal auditors for smooth functioning of College activities.

Job rotation of non-teaching staff to enhance versatile skill development is undertaken.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

## **6.5 - Internal Quality Assurance System**

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

The IQAC initiatives which have become institutionalized practices to improve quality are-

1. Centre for Skill Development was introduced. Faculties were encouraged to design and implement certificate courses. Certificate course on Event Management was Student Social Responsibility was successfully conducted by inhouse faculties.
2. Based on NAAC Recommendations, review meetings were

conducted to plan future strategy and action plan to implement it were discussed. IQAC along with autonomy committee actively compiled, prepared and submitted final proposal report to UGC for securing autonomy.

3. The IQAC has initiated a feedback process of the syllabus from all stake holders, viz., Students, Teachers, Employers, Alumni and Parents through the use of online Microsoft forms. Feedback was collected from 2043 students, 53 teachers, 130 alumni, 79 parents and 2 employers. Action taken reports are placed before IQAC. Curriculum feedback is collected, analyzed statistically, compiled and communicated to the BOS members of university of Mumbai for their consideration and is available on website. Responses from BOS members were confirmed.
4. The IQAC has also instituted internal and external audit mechanism to verify and improve teaching learning processes. Two internal audits and one external audit were conducted in the academic year 2021-22. Four types of Audit ie Academic, Administrative, Gender and Information Technology audits are conducted. Internal audit was conducted by the Academic monitoring committee between 20th July to 23rd July and 21st December to 23rd December 2021. The external audit was conducted by a peer team of eminent academicians on 12th April 2022. The observations of the peer team and recommendations were placed before IQAC and would be implemented.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

#### Student Development

A 6-Day Student Development programme was organized by IQAC and Result Improvement Committee on the "Overview of Financial Markets Series 1" conducted by Bombay Stock Exchange Broker's Forum from 22nd-27th November 2021.



Business Conclave was initiated by Department of Management Studies was conducted from 10th-12th January 2022 for students of various colleges. The theme for this event was Unicorn Start-ups with emphasis on three specialization HR, Marketing and Finance.

Darpan - Reflection towards Eunia was a 4-day online National conclave was organized from 5th to 8th January 2022 for students, parents and teachers. The conclave had speakers who spoke on mental health issues and impact of covid on mental well being.

Solid Waste Management and Plastic Recycling were main activities organised to inculcate environment consciousness amongst students.

#### Faculty Development

In order to have a comprehensive view of National Education Policy, Department of Accountancy and SIES Central Training Department in collaboration with Guru Angad Dev Teaching Learning Centre organised a National level webinar on 11th January 2022.

IQAC organized a webinar for all the Teaching and Administrative faculty members on 16th December 2021 to understand the outline, methodology and various broad parameters considered by MHRD for bestowing NIRF Ranking to the Higher Education Institutions in India. A webinar on 'Journey from Autonomous to 4th Cycle of NAAC' was organised on 12th October 2021 for all the teaching faculties of the institution to understand the guidelines and process for preparation of Autonomy and NAAC fourth cycle Reaccreditation

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality**

**A. All of the above**

**initiatives with other institution(s)  
Participation in NIRF any other quality  
audit recognized by state, national or  
international agencies (ISO Certification,  
NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/Final Annual Report Jun-Mar2022_Combined.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/Final Annual Report Jun-Mar2022_Combined.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

**Safety & Security:** The rules & regulations related to online lectures are displayed on the college website. The ICC consisted of 3 Female student members. Discipline rules are formed and uploaded on the college website. The institution has CCTV cameras.

**Counselling :** Mentoring sessions were held by the faculty members at the department level. The objective is to develop rapport with the students and guide them for academic and co-curricular activities. Sakhi Box is installed near girls common room to express their grievances.

A professional counsellor is available on campus for personnel and group counseling. The counsellor is either voluntarily approached by students themselves or referred by teachers.

**Common Rooms :** There is separate Girls and Boys Common rooms available.

In 2021-2022, various departments and committees of SIES organised webinars both online and hybrid mode addressing gender issues.

Program

Date

Women's Equality Day Quiz

26/8/21

Stree Mukti Sanghatana

1/10/21

Anti-Ragging awareness programme

9/10/21

Gender Equality by Akshara

18/11/21

Cyber Suraksha and Procedure to Report Online Sexual Harassment

25/1/22

SAGE (Sexuality and Gender Equality)

29/1/22

Rise in Awareness of Mental Health during the Covid-19 Pandemic

24/2/22

Women Inheritance Law:

4/3/22

ADAMYA- The unconquerable

8/3/22

Homeopathy for mental health

12/3/22

**Workplace Ethics and Workplace Harassment for Men**

28/3/22

File Description	Documents
Annual gender sensitization action plan	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA7/7_1_1_Final.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA7/7_1_1_Final.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsiesascn.edu.in%2Fdocs%2Faqar%2F7.1.1Facilities%20for%20women.pdf&amp;data=05%7C01%7CAdityaj%40sies.edu.in%7C0ac80ecc95c743e7af6f08dae3f43ccd%7C405ddc34d66046e5b52dbfd0be156bb5%7C0%7C0%7C638072935390294426%7CUnknown%7CTWFpbGZsb3d8eyJWIjoimC4wLjAwMDAiLCJQIjoiv2luMzIiLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D%7C3000%7C%7C7C&amp;sdata=6lsoXrLR2pIMjBOLtxbUHcsYLWQPQWmjBhqwvcMpCsY%3D&amp;reserved=0">https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsiesascn.edu.in%2Fdocs%2Faqar%2F7.1.1Facilities%20for%20women.pdf&amp;data=05%7C01%7CAdityaj%40sies.edu.in%7C0ac80ecc95c743e7af6f08dae3f43ccd%7C405ddc34d66046e5b52dbfd0be156bb5%7C0%7C0%7C638072935390294426%7CUnknown%7CTWFpbGZsb3d8eyJWIjoimC4wLjAwMDAiLCJQIjoiv2luMzIiLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D%7C3000%7C%7C7C&amp;sdata=6lsoXrLR2pIMjBOLtxbUHcsYLWQPQWmjBhqwvcMpCsY%3D&amp;reserved=0</a>

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Waste is generated out of all sorts of routine activities**

carried out in campus including garden waste, garbage, paper, e-waste, and laboratory waste.

The biodegradable waste from the college campus is converted into compost, in a 24sq ft compost pit and Dual Biocomposting Tumbler. Ready compost is used as manure in the garden and sold to the students and staff.

Single-sided used papers are reused. Confidential reports/papers are shredded and sent for recycling. Metal, wood, glass, and plastic scrap generated at a college campus is collected and given to scrap dealers for recycling. Signboards are displayed on the college campus for encouraging ideas of a plastic free environment.

Three Sanitary Pad Incinerators have been installed in Girl's washroom. The liquid waste from the college is connected to the municipal sewage system.

The college works towards generating minimal e-waste by reusing it. An E-waste bin is provided for the collection of the e-waste.

The plastic Collection drive was organised by NSS volunteers and BMS department and sent for recycling through "Bisleri Bottles for Change" and PJC Foundation

Solid waste sent for recycling during academic year 2021-22 as follows:

Type of waste

Paper

Metal

Plastic

E-Waste

Quantity

1410kg

156kg

728kg

83kg

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

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

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

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

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The institution strives towards maintaining an inclusive environment for all stakeholders. The college promotes linguistic, regional, cultural diversity among the students.

#### 1. F.A.S.E.S.

The committee consists of students & teachers working for promoting the teachings of Father of Nation Mahatma Gandhi. F.A.S.E.S. stands for Faith, Ahimsa, Satyagraha, Equality and Swarajya. The committee organises activities to show the relevance of Bapu's thoughts among the younger generations.

#### 2. Marathi Vangamaya Mandal

India is multi-lingual country. Marathi Vanmaya Mandal organizes different activities which highlights Culture & create a bond with Language. Activities Like Marathi Bhasha Diwas, Chatrapati Shivaji Maharaj Jayanti are celebrated by this Club.

#### 3. Hindi Parishad

We often say "Unity in Diversity" about India. Thread that unites the whole India is Hindi which is the national language of India. Hindi Parishad was established with an objective of highlighting this Unity among different cultures of India. The club organizes Hindi Bhasha Diwas by inviting imminent hindi poets during the event.



**4. South India Association:**

Being a Tamil linguistic Minority college, South India Association (SIA) has been formed to highlight and promote south Indian culture and create a bond with language. Festivals like Onam, South Indian Food Festival are organized by the club.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

We at SIES institution strive hard to inculcate national values and duties among our students which are at par with the duties of Indian citizens mentioned in the constitution of India. Various activities organized throughout the year to sensitize students towards constitutional obligations.

Sr. No.

Name of the Event

Date of the Event

1 International Yoga Day 21/6/21

2

Independence Day

15/8/2021

3

Gandhi Jayanti Celebration:

2/10/2021

4

National Unity Day pledge

31/10/2021

5

Constitution Day

26/11/2021

6

Republic Day

26/1/2022

7

Drop of hope: A blood donation camp

2/7/2021

8

Women's Equality Day Quiz

26/8/2021

9

Gender Equality and Prevention of Child Sexual Abuse webinar

23/9/ 2021

10

World Mental Health Day: A webinar

9/10/ 2021

11

Children's Day: A donation drive- "Fist Bump"

11/11/2021

12

Gender Equality session by Akshara

18/11/ 2021

13 World AIDS and Human Rights Day 17/12/21

14

Food Donation Drive

18/12/2021

15

National Voter's Day celebration

25/1/ 2022

16

SAGE (Sexuality and Gender Equality): A webinar

29/1/2022

17

Movie Screening on importance of Women's Empowerment

17/2/2022

18

Aashakiran: A CSR event

21/2/2022

19

Smart Girl Training Workshop (online) in association with BJS  
(Bharatiya Jain Sanghatana) NGO

22-27/2/2022.

20

**Organ Donation Awareness: A webinar and Training Session**

7/3/2022

21

5-day workshop for housekeeping

15-20/3/ 2022

File Description	Documents
<p>Details of activities that inculcate values; necessary to render students in to responsible citizens</p>	<p><a href="https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsiesascn.edu.in%2Fdocs%2Faqar%2F7.1.9_Any_document.pdf&amp;data=05%7C01%7CAdityaj%40sies.edu.in%7C0ac80ecc95c743e7af6f08dae3f43ccd%7C405ddc34d66046e5b52dbfd0be156bb5%7C0%7C0%7C638072935390450670%7CUnknown%7CTWFpbGZsb3d8eyJWIjoimC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&amp;sdata=x18jGxc%2BHksnjBxKcWxl%2BJARMukbTLKWo3mXUKM2POc%3D&amp;reserved=0">https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsiesascn.edu.in%2Fdocs%2Faqar%2F7.1.9_Any_document.pdf&amp;data=05%7C01%7CAdityaj%40sies.edu.in%7C0ac80ecc95c743e7af6f08dae3f43ccd%7C405ddc34d66046e5b52dbfd0be156bb5%7C0%7C0%7C638072935390450670%7CUnknown%7CTWFpbGZsb3d8eyJWIjoimC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&amp;sdata=x18jGxc%2BHksnjBxKcWxl%2BJARMukbTLKWo3mXUKM2POc%3D&amp;reserved=0</a></p>
<p>Any other relevant information</p>	<p><a href="https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsiesascn.edu.in%2Fdocs%2Faqar%2F7.1.9_Any_document.pdf&amp;data=05%7C01%7CAdityaj%40sies.edu.in%7C0ac80ecc95c743e7af6f08dae3f43ccd%7C405ddc34d66046e5b52dbfd0be156bb5%7C0%7C0%7C638072935390450670%7CUnknown%7CTWFpbGZsb3d8eyJWIjoimC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&amp;sdata=x18jGxc%2BHksnjBxKcWxl%2BJARMukbTLKWo3mXUKM2POc%3D&amp;reserved=0">https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsiesascn.edu.in%2Fdocs%2Faqar%2F7.1.9_Any_document.pdf&amp;data=05%7C01%7CAdityaj%40sies.edu.in%7C0ac80ecc95c743e7af6f08dae3f43ccd%7C405ddc34d66046e5b52dbfd0be156bb5%7C0%7C0%7C638072935390450670%7CUnknown%7CTWFpbGZsb3d8eyJWIjoimC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&amp;sdata=x18jGxc%2BHksnjBxKcWxl%2BJARMukbTLKWo3mXUKM2POc%3D&amp;reserved=0</a></p>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students,**

**A. All of the above**

teachers, administrators and other staff  
**4. Annual awareness programmes on Code of Conduct are organized**

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

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

The institution organised events to celebrate International commemorative days which are marked by the United Nations to highlight important aspects of human life and History. Through this, Global problems are addressed, the general public is made aware of them and worldwide resources are mobilised in order to solve them. We are also promoting the feeling of Nationhood by celebrating following days of National Importance.

Sr. No.

Name of Activity

Date

1

International Yoga Day

21/6/21

2

CA DAY

1/7/21

3

Nelson Mandela International Day:

19/7/21

4

Women's Equality Day

26/8/21

5

Teachers Day

5/9/21

6

International Day against Drug Abuse and illicit Trafficking

09/09/21

7

Mahatma Gandhi Jayanti

2/10/21

8

World Mental Health Day

9/10/21

9

International Day of The Girl Child

11/10/21

4

National Unity Day

31/10/21

10

Constitution Day Celebration

26/11/21

11

International Day of Solidarity

29/11/21

12

World AIDS and Human Rights Day

17/12/21

13

National Youth Day

13/1/22

14

National Voters Day

25/1/22

15

Republic Day

26/1/22

16

Martyr's Day

29/1/22

17

**World Wetlands Day**

2/2/22

18

**International Sex Education Day**

3/2/22

19

**ChattrapatiShivajiMaharaj Jayanti**

18/2/22

20

**Marathi RajBhasha Divas**

5/3/22

21

**International Women's Day**

8/3/22

22

**Maharashtra Day**

1/5/22

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.2 - Best Practices**



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

#### BEST PRACTICE 1

##### 1. Title of the Practice

Plastic Waste Management

##### 2. Objectives of the Practice

To promote Sustainable habits amongst students by creating awareness on solid waste management and plastic waste recycling

##### 3. The Context

Students play an important role in ensuring cleaner environment for generations to come if they are properly educated. Hence, measures were taken

##### 4. The Practice

Sessions on Solid Waste Management Plastic Waste Recycling and Plastic waste collection drives were conducted.

Collected plastic waste sent for Recycling

##### 5. Evidence of Success

- 718kg plastic waste collected
- Best social initiative Award, Bhavishya Bharat, National Competition

##### 6. Problems Encountered and Resources Required

Storage of collected plastics

#### BEST PRACTICES 2

##### 1. Title of the Practice

Darpan-reflection of eunoia

##### 2. Objectives of the Practice

To bring students, parents, teachers and experts together for discussions on mental health

### 3. The Context

Covid pandemic, isolation, depression, made it necessary to organise sessions on self-management and tackling inner troubles

### 4. The Practice/Activities

4days National Conclave was organised on topics such as living contented life, Mental Enlightenment, Youth drug abuse, Covid isolation and normalcy, Struggle Mode on, mental health, Keeping mind, body sound and healthy.

### 5. Evidence of Success

- 954 participants
- Emotional well-being awareness at National Level

### 6. Problems encountered and resources required

- Limited one-on-one interaction

File Description	Documents
Best practices in the Institutional website	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA7/7_2_Best_Practices_2122.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA7/7_2_Best_Practices_2122.pdf</a>
Any other relevant information	<a href="https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA7/7_2_relevant.pdf">https://siesascn.edu.in/docs/AQAR2021-2022/CRITERIA7/7_2_relevant.pdf</a>

## 7.3 - Institutional Distinctiveness

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

**Developing students' proficiency through Knowledge and Skill based learning**

With the rising need to think beyond basic curriculum and develop real life skills to tap potential capabilities amongst students, following new alternatives were conducted:

1. Centre for Skill Development- The Centre for skill development was constituted in the year 2021-22 with an aim to train students. Various knowledge driven certificate courses were introduced in online and hybrid mode so that students can have wide options to enrol and develop their skills.

2. Course Design and Execution by College Faculties- In-house Faculties were encouraged to introduce need based certificate courses wherein they themselves designed new syllabus, developed content and executed it successfully.

3. Student Development Programmes- "Overview of Financial Markets Series 1", Business Conclave, Webinars on awareness about mental health and current topics, Career guidance initiatives, Sanrakshan were some of the programmes organised.

4. Community Engagement Activities: Solid Waste Management, Plastic Recycling, Mangrove Clean up Drive, RAT (Rapid antigen test) campaigns and Vaccination Drives, Donation drives were some of the activities conducted.

Thus we can state that post pandemic, Knowledge based Learning and Skill Development was primary focus of the institution. Departments as well as committees provided seamless learning opportunities to students and constantly worked towards skill enhancement and holistic development of students.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 7.3.2 - Plan of action for the next academic year

To plan and implement for autonomy

To organise activities for implementation of NEP 2020

To sign MOU with few other colleges for academic collaboration

To encourage more faculty exchange programmes

To introduce social audit

To identify new parameters for identification of slow, less

advance and advance learners

To conduct skill development courses

To organise international conferences and seminars

To organise training programmes for learning, research and faculty development