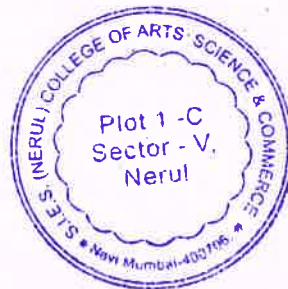


## Action Taken Report 2015-2016

- 1) Orientation programme for first year students and new faculty members were conducted.
- 2) Tree plantation drive was organized in association with NSS, Conservation club and Ban plastic Committee.
- 3) Financial literacy programmes were conducted for students in association with Consumer Guidance Society of India.
- 4) Session on Principles of 5S, a quality management technique by Mr. S.V Vishwanathan was conducted.
- 5) Virtual lectures were organized in association with American Society for Quality (ASQ).
- 6) LCD projectors were installed in 12 classrooms for ICT enabled learning.
- 7) Establishment of research centre in the library for staff and students.
- 8) Basketball court was installed for the students in the area behind the College building.
- 9) Student Council organized a Human Flag formation on eve of Independence Day.
- 10) NAAC Peer team visit was conducted on 28<sup>th</sup>, 29<sup>th</sup> and 30<sup>th</sup> September for second cycle of NAAC reaccreditation.
- 11) International conference Ideation 2016, evolving trends in Business, Management, Media and Extension organized on 26<sup>th</sup> and 27<sup>th</sup> February 2016.
- 12) Following short term courses were introduced.
  - a) Certificate course in Camus to Corporate in collaboration with Tata Consultancy services.
  - b) Certificate course in financial consultant organised with Eminent Mind.
  - c) Certificate course in Capital market with Eminent Mind.
  - d) Certificate course in Human resource professionals.
- 13) The College applied to the University of Mumbai for additional division for 6 programs B.COM, B.Com (A.F), B.Com (B.I), BMS, BMM and B.Sc.I.T
- 14) Perspective plan of the College for 2015-16 to 2019-2020 was drafted

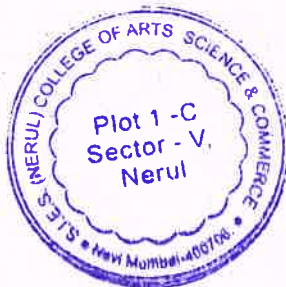
*Mr. Koelke*  
Principal




*[Signature]*  
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Sri Chaudhasekarendra Saraswathy  
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Nerul, Navri Mumbai - 400 706.

## Action Taken Report 2016-2017

- 1) Admission for additional divisions of B.COM, BAF, BBI BMS, BMM and BSC.IT was conducted as per University of Mumbai rules and regulations.
- 2) Certificate Course introduced in Digital Marketing and Advanced Excel.
- 3) The orientation programme for first year students and new faculty members conducted.
- 4) Choice Based Credit, Grading and Semester system implemented at the first year of undergraduate and post graduate level.
- 5) Fully digitalised system i-web introduced for fee payment during admission process.
- 6) Fintech Consultancy was appointed for processing the results of first and second year examinations.
- 7) 2 days of Internal Auditors training program by LRQA organized for 20 faculty members.
- 8) Establishment of Adhata centre for senior citizens in the College.
- 9) Entrepreneurial Development Cell constituted in the College.
- 10) Two Portable ramps were installed in the College.
- 11) Statistical Package for the social science (SPSS) workshop organized for faculty members and M.Com students.
- 12) Mentoring Programme introduced for students.
- 13) Remedial lectures, Bridge courses and advanced learners program were introduced.
- 14) Faculty development programme organized on topics like Cloud computing, Advanced Excel, Cloud management.
- 15) Mock fire Drill conducted by the disaster management cell of the College.
- 16) Various gender sensitization activities arranged within the College.
- 17) One day field visit organized to institutions like SEBI and Animation Studio of Ferguson College.
- 18) Organized Job Fair for students in Mumbai and Navi Mumbai.
- 19) Various social outreach programmes conducted such as Rally on International Day of Disabled, Joy of giving by BMS students, Ray of Hope by BFM and BBI students, Swacch Bharat Abhiyaan.
- 20) AQAR of 2015-2016 submitted to NAAC
- 21) The College registered and applied for the NIRF ranking



  
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- 22) Faculty members submitted Proposals for Minority Research Project under University of Mumbai proposal.
- 23) International Conference conducted on recent Trends in Environment, Technology and Economy organized in association with Bombay Natural History Society.
- 24) Syllabus Revision workshop conducted for TYBMM in association with BMM Board of studies, University of Mumbai.
- 25) NET/SLET workshops organized for post graduate students and faculties.
- 26) SPANDAN- One day workshop on Change management, team building, Yoga was organized for non-teaching staff.
- 27) Workshop organized for nonteaching staff on Advanced Excel and communication skills.
- 28) Research competition organised among students.
- 29) Student's feedback on College infrastructure and facilities conducted and analyzed.
- 30) Feedback taken from various stake holders.
- 31) Internal Academic Audit conducted in the College.
- 32) ISO 9001-2008 surveillance audit was conducted.
- 33) A dedicated Gmail account created for submission of all reports of courses and committees.
- 34) Environmental Policy was drafted for the College.
- 35) SIESNAA provided with funds for 5 economically challenged students.

*Kaulde*  
**Principal**

*Kaulde*  
**IQAC Convenor**




*MS*  
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## Action Taken Report 2017-2018

- 1) New software called Digital Edu installed for admission and attendance process.
- 2) Criteria wise work allocated to IQAC members for documentation process.
- 3) Workshop conducted for various colleges across Mumbai and Navi Mumbai to guide Colleges for New NAAC guidelines July 2017.
- 4) The orientation programme for first year students conducted.
- 5) Choice Based Credit, Grading and Semester system implemented at the second year of undergraduate and post graduate level.
- 6) Centralized Internal assessment introduced for all courses.
- 7) Standard question paper pattern for internal assessment.
- 8) Open book tests, bridge course, remedial lectures conducted for result improvement and effective learning.
- 9) Alta performers –poster competition organized for advanced learners.
- 10) Intensive coaching organised for students by senior faculty and experts for various subjects.
- 11) Subscription to online journals and e-books by library.
- 12) IQAC and Research Committee conducted Workshop on Minor Research project, statistical methods and research competition among students.
- 13) Promotion of value based education through departmental fests.
- 14) Workshop conducted on Intellectual Property Rights for MSC.EVS , MSC.IT and MSC.CS students
- 15) Faculty development program organized on E-Content development.
- 16) IQAC and SIES CTD organized series of lectures of NET/SLET examination to IT/CS faculty members.
- 17) Mentoring sessions conducted for students.
- 18) Industrial /Field visits organized for providing practical exposure to students.
- 19) Google class rooms created for uploading notes/questions banks/assignments.
- 20) Number of computer laboratories increased from 7 to 8.
- 21) 52 Computer RAMS were increased from 4GB to 8GB.
- 22) 60 new computers added in computer laboratory.
- 23) Requisition was put to the Management for a dedicated Broadband facility to be installed in the college exclusively.
- 24) AQAR of 2016-2017 submitted to NAAC.




  
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- 25) Dry and Wet dustbins were installed in the college campus for waste segregation process.
- 26) Rain water harvesting facility was implemented in the College campus.
- 27) Online Screen Marking (OSM) system for third year and post graduation assessment.
- 28) Feedback taken from various stakeholders like parents, alumni and employers and analyzed.
- 29) Various social outreach programmes conducted such as BMS-Self defence workshop, BMM-Hymn Humanity promotion event and BMS Job fair.
- 30) Workshop organized on Academic performance Indicator (API) for career advancement scheme.
- 31) Spandan one day workshop organized for non teaching faculty.
- 32) Alumni committee SIESNAA in association with IQAC organized 'TATTVA', a workshop on professional ethics.
- 33) Internal academic audit was conducted.
- 34) The College completed the transition from ISO 9001-2008 to ISO 9001-2015 certification process.

  
**Principal**

  
**IQAC Convenor**




  
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## Action Taken Report 2018-2019

- 1) The admission process was carried out as per the University of Mumbai guidelines.
- 2) Orientation program was conducted for the first year students.
- 3) Following short term courses were introduced.
  - a) Spanish Language
  - b) Human resource professional
  - c) Capital Market
  - d) Android
  - e) Goods and Service Tax
  - f) Ethical Hacking
  - g) Bank PO/Bank clerical examination
- 4) The College signed an MOU with Prime IT for various certificate courses
- 5) IQAC and department of BMS, BBI and BFM organized a One-day International Conference on Neoteric Trends in Commerce, Management and Extension – IMPRESSION 2019 on 9<sup>th</sup> February 2019.
- 6) The department of BSC.IT and BSC.CS organized National Conference 'EMISHA 'Emerging trends in Computer science and Information Technology on 9<sup>th</sup> March.
- 7) The Department of Environmental Science organized 13th National Conference on World Wetland Day 2019 in collaboration with Paryavaran Dakshata Mandal and Association of Teachers in Biological Sciences on 2<sup>nd</sup> February.
- 8) 6 faculty members were awarded Minor research project under University of Mumbai.
- 9) IQAC organized a workshop on Best practices adopted by Degree Colleges for Quality enhancement. IQAC cell coordinators of different colleges from Navi Mumbai and Mumbai participated in the symposium.
- 10) Syllabus revision workshop organized by IQAC and B.COM department with Board of Studies, University of Mumbai in the subject of Computer Applications, MHRM, Export marketing and IAPM.
- 11) Workshop conducted on Programme outcomes, programme specific outcomes and Course outcomes and Bloom's Taxonomy. Dr Vikram Patil, Principal SIESGST was the resource person for the session.
- 12) Institutional Social responsibility (ISR) cell constituted in the College.



  
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- 13) Various skill enhancement programs organized for students on topics like TIPs for Interview preparation, career guidance seminar.
- 14) Memorandum of Understanding (MOU) signed with Kotak Education Foundation for social Internship for students.
- 15) AQAR 2017-18 submitted to NAAC.
- 16) One week training program was conducted for PNS workers on topics like Basics of English Communication, use of mobile phones and computer.
- 17) Sessions organized for NET/SLET examinations for IT/CS teachers.
- 18) MAQSAD, a social initiative by B.COM and BAF organized with the help of NGOs.
- 19) SPANDAN-workshop for non teaching staff for stress management.
- 20) A session on Soft Skills Training and Kinesis conducted by the B.Com department in association with IQAC for selected teaching and non-teaching staff.
- 21) Workshop TATTVA organized on the Professional Ethics and Case Study Presentation by SIESNAA.
- 22) Seminar on Road Safety Awareness was conducted by the Disaster Management Program of NSS Unit in collaboration with IQAC and NGO YUVA.
- 23) Training program was organized by students and faculty of MSC.IT/CS for PNS workers.
- 24) Feedback taken from stakeholders like Alumni, students, employers and parents regarding the syllabus and analyzed.
- 25) MITR-first ISR magazine of College released.
- 26) IQAC organised an interactive session on an International Perspectives on faculty Exchange Program by international faculty Dr. Peter Cunningham from Nelson Mandela University, South Africa.
- 27) Workshop on Intellectual Property Rights (IPR) organized for students of TYBMM, M.Sc (IT), M.Sc (CS), M.Sc (Environmental Science) .
- 28) Research and Entrepreneur Committee of SIESASC under the aegis of IQAC organised an Intercollegiate Student Research Conference based on two themes.  
SLIDE GEEKS: Innovations in Business, Management, Technology and Environment  
KHOJ: Start up Ideas/Business plan
- 29) Workshop organized on E- Content Development for Effective Teaching.
- 30) ISO 9001-2015 surveillance audit was conducted.



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- 31) Student satisfaction survey conducted for academic year 2018-19 and analyzed.
- 32) Internal Academic Audit conducted.
- 33) Session conducted on the SWOC of the programs and the College.
- 34) Establishment of Media Centre in the College Media Laboratory
- 35) Regular lights were replaced by LED lights in the classrooms.

*Meh*  
Principal

*Koel RC*  
IQAC Convenor




*MS*  
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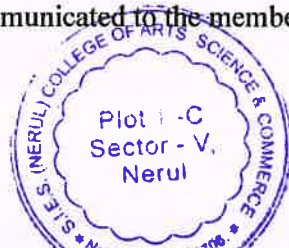
## Action Taken Report 2019-2020


- 1) AQAR of 2018-19 submitted based on new NAAC format.
- 2) New examination rules implemented for first and second year examinations to be conducted by the College from 2019-20.
- 3) New automated software GRADED utilized by College for generation of results.
- 4) Establishment of Incubation Cell with the objective of promoting innovation and specialization among students.
- 5) The College hosted UNIFEST - the 52<sup>nd</sup> Inter-collegiate Youth Festival Selection round of the University of Mumbai.
- 6) The IQAC cell & Research committee organized a Workshop- On "Minor Research project writing". 12 teachers were awarded MRP by the University of Mumbai.
- 7) Research policy incorporated the anti-plagiarism policy of UGC.
- 8) A seminar on Road Safety Awareness was conducted by the Disaster Management Program of NSS Unit in collaboration with IQAC and NGO YUVA.
- 9) Intercollegiate competition TATTVA organized on 14th September, 2019 with an objective to inculcate Professional Ethics values in the students through case study presentation competition.
- 10) Mentoring programmes conducted for all departments.
- 11) College had applied for NIRF ranking.
- 12) IQAC and Counselling Committee organized sessions on Stress Management.
- 13) 8 smart boards installed in 7 classrooms and 1 in A.V Room.
- 14) RAM up-gradations were made for 59 machines from 2GB to 6GB; 7 machines from 3GB to 7GB; 3 machines from 4GB to 8GB and 2 machines from 1GB to 3GB
- 15) The website was updated by the members of Website Committee and students of MSC IT/CS.
- 16) Faith, Ahimsa, Satyagraha Equality Swarajya (FASES) cell based on Gandhian philosophy inaugurated.
- 17) The Library Committee conducted a session on MOOC's and Swayam for all faculty members.



  
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- 18) Faculty development program organized on 'cloud computing' for CS/IT teachers.
- 19) B.Com and IQAC of the College organized a three day Yoga event "DHYANOUTSAV" in association Shri Ram Chandra Mission's Heartfulness NGO.
- 20) The Library Committee conducted a session on MOOC's and Swayam for all faculty members.
- 21) Certificate courses introduced in German, Spanish, Advanced EXCEL, HRP, Digital Marketing, Capital Market. An MOU was signed with CodePyx Pvt. Ltd for certificate course for Full Stack Developer.
- 22) Teacher Diary introduced for maintaining performance appraisal of teachers.
- 23) The Bio-Composting Project of organic waste was started with the help of Bio Composting Tumbler donated by My Green Society NGO.
- 24) The college has installed a vertical garden in the college campus.
- 25) The Internal Quality Assessment Cell and B. Com Department in Collaboration with Financial Planning Academy organized One day Symposium on "Impact of Economic Factors and Changing Technologies on Millennial Career".
- 26) The IQAC & Research Committee organized an intercollegiate student's research conference titled ULTIMAS TRENDS.
- 27) An International Standards in Research Writing Programme organized by IQAC & SIES Central Training Department for students.
- 28) Department of M.Sc.I.T/ M.Sc.C.S had organised a 5 day PNS Worker Training on written English, mobile phone usage and how to type letters and browse vernacular sites using computer .
- 29) The IQAC, B.Com, BAF, BMM, MSc(CS) and MSc(IT), in collaboration with Mumbai University conducted a two day workshop on 'Interpreting and Implementing new NAAC guidelines 2019' .
- 30) IQAC and Research Cell presented a session by Dr. Vasumathy Hariharan on the topic 'How to write a Research paper for a Scopus/ UGC Journal'.
- 31) IQAC arranged the conduct of External Academic audit, Administrative Audit IT audit and Gender audit for the College.
- 32) Environment and energy audit conducted for the College.
- 33) Feedback taken from various stakeholders regarding the syllabus. Further, analyzed and communicated to the members of Board of Studies.



  
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- 34) During the lockdown, Microsoft teams/Zoom /Google meet used for conducting lectures, IQAC meeting, Departmental meetings, webinars and Yoga / Meditation sessions.
- 35) All programs conducted quizzes, debates, expert lectures using online platforms.
- 36) Committee like Students council, SIESNAA, placement cell, DLLE organized competitions, soft skill trainings , motivational talks during lockdown using online platforms
- 37) Due to the lockdown, mentoring sessions conducted on online platform.
- 38) Criteria wise allocation of work to all faculty members for SSR preparation.
- 39) Student Satisfaction Survey conducted for 2019-2020.

*Wah*  
**Principal**

*Koelke*  
**IQAC Convenor**



*Wah*  
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