YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution	SIES COLLEGE OF COMMERCE AND ECONOMICS
• Name of the Head of the institution	DR. NINA ROY CHOUDHURY
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	02224026130
• Alternate phone No.	02224074944
• Mobile No. (Principal)	9869080886
• Registered e-mail ID (Principal)	ninar@sies.edu.in
• Address	PLOT NO 71/72, T.V. CHIDAMBARAM MARG, SION (EAST)
• City/Town	MUMBAI
• State/UT	MAHARASHTRA
• Pin Code	400022

2.Institutional status

• Autonomous Status (Provide the date of conferment of Autonomy)	15/07/2020
• Type of Institution	Co-education
• Location	Urban

- Financial Status   **UGC 2f and 12(B)**

- Name of the IQAC Co-ordinator/Director   **MS. SANGEETA KORE**

- Phone No.   **02224074944**

- Mobile No: **9867255533**

- IQAC e-mail ID   **siesceiqac@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://siesce.edu.in/iqac/aqar.php

4.Was the Academic Calendar prepared for that year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://siesce.edu.in/academic-calendar

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**83**	**2005**	**01/10/2004**	**30/09/2009**
Cycle 2	**A**	**3.03**	**2009**	**01/10/2010**	**31/12/2014**
Cycle 3	**A**	**3.02**	**2015**	**01/01/2015**	**31/12/2025**

6.Date of Establishment of IQAC   **30/04/2005**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
NA	**NA**	**NA**	**Nil**	**NA**

8.Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI   View File

9.No. of IQAC meetings held during the year   4

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Did IQAC receive funding from any funding agency to support its activities during the year?   **No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Collaborated with external bodies for value added courses and internships and Initiated Bridge Courses for the new entrants across UG programs

Conducted Faculty Exchange Program for all self financing UG and PG programs

Conducted training programs for teachers , non-teaching staff and students

Organised the Environment Audit , Gender Audit, Administrative Audit and IT Audit

Collected feedback on teaching , feedback on syllabus from all stakeholders and conducted Student Satisfaction Survey.

12.Plan of action chalked out by IQAC at 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
Monitoring Admissions , Teaching learning , Administration and Examination	done through ERP system
Faculty Exchange Program	conducted for 8 Programs
Collaboration with external bodies for value added courses and internships	Collaborated with 8 organisations
Value added Courses	11 courses conducted
Career Guidance	24 sessions conducted
Capacity Building	45 sessions conducted
Strengthening Employability	33 placment drives facilitated , 195 students and alumni completed the internships

13.Was the AQAR placed before the statutory body?   Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
COLLEGE DEVELOPMENT COMMITTEE	29/04/2022

14.Was the institutional data submitted to AISHE ?   Yes

- Year

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• Name of the IQAC Co-ordinator/Director	MS. SANGEETA KORE

• Phone No.	**02224074944**
• Mobile No:	**9867255533**
• IQAC e-mail ID	**siesceiqac@gmail.com**
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4.Was the Academic Calendar prepared for that year?	**Yes**
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- Name of the statutory body

Name of the statutory body	Date of meeting(s)
COLLEGE DEVELOPMENT COMMITTEE	**29/04/2022**

14.Was the institutional data submitted to AISHE ? | **Yes**

- Year

Year	Date of Submission
2020-2021	**02/03/2022**

15.Multidisciplinary / interdisciplinary

The institution's strategic and development plan with its emphasis on skill development, employability, personality and character development is closely aligned with the National Education Policy. Curricular and extra-curricular activities are

synchronized with national needs, goals and policies as mandated by the NEP.

Internships and research projects have been made part of the curriculum as a road map for the four year degree program.

Research training is integrated in the curriculum to enable students to opt for research in social sciences, financial sector and industry domains. Additional Ph.D. centre has been set up. Students are encouraged for outreach activities to motivate research on social issues.

Specific objectives of the plan aim at providing holistic development to learners. This is to be achieved through interventions in the spheres of mental health, physical fitness, EQ and IQ. Skill based experiential learning, community service, self defence, self-awareness and preparation for state and national level service. All these interventions will not only enhance the employability competencies of students, but ensure success and sustainability in the long run.

16.Academic bank of credits (ABC):

Academic, Admission and Examination procedures and reforms have been followed by the institution. Separate BOS with experts from academia and industry are reviewing and updating syllabi. Courses which are aligned and cross cutting to existing programs have been introduced and more are on the anvil.

Continuous internal evaluation in hybrid mode as well as semester pattern with credit emphasis on tutorials, practicals, projects, fieldwork, outreach and MOOCs has been put into practice.

Faculty is engaged in preparing text books, case studies and online study materials.

Collaborations with bodies such as ACCA and CIMA for internationalization of education have been undertaken. More tie ups with chartered bodies and foreign institutions will ensure credit sharing and transfers.

17.Skill development:

Digitization, with increase in online, hybrid and add-on courses to add value to existing programs has been initiated. New programs have been linked to international certifications, with more in the pipeline. Social, cultural and ethical values are

being emphasized with social outreach programs being incorporated in the curriculum.

Constitutional, humanistic, ethical values are part of all programs. / various short terms skill and vocational courses have been introduced such as Block Chain, Artificial Intelligence, Cyber Security, Indian Ethos, Tally, Excel, E-Filing of Returns, GST, etc. Industry exponents from different sectors are responsible for overcoming the gaps.

Skilling courses are offered in hybrid modes.

Through Placements and Internship committees training in soft skills is provided to students.

Credit courses in vocational skills like e-filing and GST have been offered to students.

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

Indian culture is reinforced through courses such as Indian Ethos in Practice, Vedic chanting, Yoga and Meditation. Parampara, a cultural program on India traditions is celebrated.

Through observance of national days, remembrance of national events and icons, celebrating local and regional festival, and Bhasha days, the flavours of Indianness is brought into the curriculum.

Introductory training in traditional arts and crafts such as Kantha work, Batik, Rangoli, Mehendi, Basket Weaving, Jewellery designing is provided.

FDPS for integrating Indian languages and Indian Knowledge Systems into the curriculum is part of the academic calendar.

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

Learning outcomes are enhanced by conducting remedial and bridge courses to enable students to acclimatize with the academic environment. Counselling and mentoring provide academic and career support. Training programs on counselling skills are conducted for faculty. EQ issues are addressed at Antarman, Psychology and Counselling Committee Fest for students.

Focus on field work, internships and hands on experience in

curricular activities increase learning outcomes by highlighting application of theory to practice. WDC organizes hands-on training to convert hobbies into professions.

CO PO mapping and Blooms Taxonomy are adopted to capture outcome based education in teaching and learning practices.

20.Distance education/online education:

The college proposes a B.Voc. course through ODL to integrate different aspects of accounting practices, tax filing, etc.

Use of NPTEl, Swayam, Coursera and other learning platforms are promoted by the college.

In collobaration with IBM, online courses related to IT are conducted.

In collaboration with Tech Mahindra, online job oriented course is conducted.

In collaboration with BFSI sector, online courses in Banking, Investments and Mutual Funds are conducted.

PG programs targeting working professionals are conducted in blended format.

Extended Profile

1.Programme

1.1   **11**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1   **2925**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2   **972**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.3   **2041**

Number of students who appeared for the examinations
conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic

3.1   **356**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2   **39**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1 Number of programmes offered during the year:	**11**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1 Total number of students during the year:	**2925**

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2 Number of outgoing / final year students during the year:	**972**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.3 Number of students who appeared for the examinations conducted by the institution during the year:	**2041**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic

3.1 Number of courses in all programmes during the year:	**356**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2 Number of full-time teachers during the year:	**39**

File Description	Documents
Institutional Data in Prescribed Format	<u>View File</u>

3.3 Number of sanctioned posts for the year:	**28**

4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**80**
4.2 Total number of Classrooms and Seminar halls	**23**
4.3 Total number of computers on campus for academic purposes	**100**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**41.73**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The college strives to provide quality education to its students in the current VUCA era. The college offers a variety of programmes taking into consideration the developmental needs at local, national and global levels. The curriculum is reviewed and updated regularly so that it meets the expectations of the industry. Contemporary trends and practices are updated in the curricula of different departments to ensure that the students

are aware of the changing trends and can develop global competencies for employability, innovation and research. To encourage application based education Projects and field work are incorporated in the curriculum and students are encouraged and guided to take up innovative and extensive work. Professional and industrial internship aims to make the students acquainted with industry. Programme outcomes are framed for every program offered by the college which highlight and define its scope. Course of any given programme carriescourse objectives and course outcomeswhich reflect and unfold the learning outcome for that particular course. At UG level it is understanding the course concepts and strengthening the basic knowledge for a strong foundation while at PG level the focus is on enhancing domain knowledge and its application in various contexts.

File Description	Documents
Upload additional information, if any	**No File Uploaded**
Link for additional information	https://siesce.edu.in/courses-syllabus

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

09

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

113

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

0

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

10

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The College ensures that every programme offered has at least

one course or topics in the syllabi that focuses on integrating the important issues of gender, environment, human values, or professional ethics. UG programs mandatorily offer Foundation Course where topics related to gender, environment, ethics and social issues are integrated. It aims to promote inclusion, women empowerment, human values & ethics. UG programs offer a mandatory paper titled Environmental Studies to make the students aware about environmental issues and motivates them to promote sustainability. Department of Environmental Studies conducts programs such as an Exhibition, PPT Competition on Sustainability, where students display and discuss environmental issues and come up with ideas and suggestions. Students are encouraged to adhere to the principles of truth, justice, compassion by integrating courses and topics that teach human values into its curriculum. The College has adopted these values in its Mission and Vision. Programmes integrate courses and topics that teach human values, Indian Ethos, Corporate Ethics, Corporate Governance in their curriculum and are ingrained with a course or part or topic of course that teaches professional ethics. Extension and social outreach programs are organised by all programs and departments to inculcate human values and social responsibility.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

11

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1218

File Description	Documents
List of students enrolled	View File
Any additional information	**No File Uploaded**

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

923

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://siesce.edu.in/feedback
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	**No File Uploaded**
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://siesce.edu.in/feedback
Any additional information	**No File Uploaded**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

2925

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

163

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Every Department plans assessment of learning levels of students. The planning method differs from course to course because of varied needs of students. Each department operates in a distinctive way to evaluate students' learning levels.

Planning and activities for slow and advanced learners includes:

? Identification of learning levels of students,

? Conducting Bridge courses,

? Conducting different Add-on courses,

? Workshops, Seminars or conferences,

? Intensive coaching,

? Remedial courses,

? Providing learning resources like textbooks, reference books, and journals, and e- learning resources

? Encouraging involvement and engagement through e-content such as: Slide share, Youtube video /itunes, Google docs etc. which is used for better understanding for slow and advanced learners.

? Online and social media is used for providing additional content and student interaction.

? Departments of English, Mathematics and Statistics have developed workbooks to guide students during practicals. For Computer & IT-related subjects, faculty prepares and conducts practical exams, giving guidelines for journal preparation and evaluation. During tutorials attention is paid to slow learners. During practicals, one-to-one guidance is given to slow learners.

? Departments keep the needs of slow and advanced learners in mind while preparing their plans and activities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/03/2022	2920	39

File Description	Documents
Upload any additional information	View File

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 students are guided in organizing departmental, college, national and international level conferences, seminars and workshops, online andoffline.

Organizes co-curricular and extra-curricular activities, students' council cultural and sports activities to provide experimental learning opportunities. Team management, time management, communication skills, public relations, financial management is learnt through the above activities.

? Various techniques & methodologies like group discussions, presentations, role plays, online polls, online quizzes, mock stock and case studies are used to make learning participatory.

? Problem solving skills are enhanced by use of use of case studies, analysis of financial statements, analysis of salary slips, budget analysis, company annual report analysis, practicals, and tutorials.

? Students' participation is through extension activities, projects, competitions, social internships, and membership of NSS, Rotaract & NCC.

? A range of activities like Mock Stock, Fantasies - Inter collegiate cultural fest, EDIT - B.Sc IT Fest, Buddhi - Literary festival with brainstorming events, organized by BMS Department, Disha- Inter collegiate career fest conducted by Commerce Forum, EnVision-Business Plan Competition, conferences and seminars, are conducted to harness various sills of the students. All the events are jointly planned and organized by the students and teaching faculties for the holistic growth of the students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

ICT Tools like Laptops/ Desktops/ Mobile apps, Wifi dongle, Application Software, Graphic tablet etc. were used by faculty as first term was conducted online and second term was in hybrid mode with ICT tools supplementing offline lectures.

? Applications and tools and online resources like YouTube / Itunes, Menti.com, Search Engine, Google docs, OERs, Google Scholar, Virtual Encyclopedia, Virtual Dictionary, Slide Share, Kahoot, E books and E journals, E- Notebook, Income Tax/GST Websites, AtoZ math, Excel Solver- are used by faculties to enhance the teaching learning process. Personal YouTube channel has been created by some faculties to engage with the student to engage with the community.

? Interactive Kahoot made the subject more engaging and relatable to students. Use of Leader boards encourages students to compete for top places in the class.

? Hands on Trading is introduced through Moneybhai.com on current market prices of listed companies , thereby providing real-world experience of stock trading and Mock Stock competitions and students learn to trade.

? YouTube videos, short films, documentaries and Ted Talks related to the syllabus and beyond were shown during lectures followed by discussions.

? Revision tests were conducted using Google Forms, Kahoot, and Polly.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://siesce.edu.in/e-resources
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

38

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Academic Calendar is prepared by IQAC and shared at the beginning of the term. Teaching plans are prepared by every faculty and department as per the academic calendar. Teaching plans also match the syllabus requirements as approved by BOS.

Teaching Plans are prepared by all the faculties before the semester starts. Month-wise topics to be covered are decided beforehand for all courses. This helps in proper planning of the syllabus to be covered.

The Academic calendar incorporates curricular and extra-curricular activities. All the events to be conducted are proposed and accordingly preparations are done to accomplish the proposed events in that timeline. This helps in scheduling of the other events without any hassle.

Preparation of the Academic Calendar at the beginning of the year helps in managing all the events efficiently. All the committees and departments plan different activities in tandem with each other, which is a hallmark of teamwork. This is also results in effective and efficient use of resources.

Once the academic calendar is prepared all the committees adhere to the schedule. The Teaching Plan proposed is also followed by all the throughout the year for all courses.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

39

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

8

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

395

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

24

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	**No File Uploaded**
Upload any additional information	**No File Uploaded**

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Examination reforms are undertaken in accordance with University Of Mumbai and the reforms introduced by the UGC. Various reforms undertaken by the Examination Management System of the college have made a positive impact on the institution.

Significant reforms were affected in the Examination System.

? In house results processing and exam automation

Credit based Semester system with Grades and Marks has been adopted for the benefit of the students.

? Quizzes / Test(s) /Project work/ Assignments/ Tutorials are made part of the continuous evaluation.

? IT integration has taken place for the conduct of examinations, evaluation and declaration of results.

? Continuous Internal Assessment (CIA) includes Mid-term examinations – Internal Test was conducted in Online mode. Periodical assignments/projects etc. keeps the students

continuously and meaningfully engaged with the subject content throughout the semester.

? ERP system is used for examinationrelated functions and processes such as monitoring of examination fee payment, hall ticket generation result processing etc.

? Conducting Internal Evaluation in form of Internal Test through online mode by automated system of Question Paper set generations, through upload of Question Banks. This is to reduce manual intervention and move towards error free conduct and evaluation of examinations

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

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

Outcomes are prepared based on the levels of the programs outcomes of undergraduate and post graduate courses are as follows :

Undergraduate Level

Learners will

- have strong foundational knowledge.
- acquire practical knowledge and training in professional skills and ethics to build competencies in the area of Business/Commerce/Accounting/Taxation/Finance/IT.
- develop their personalities along with commercial, communication, research, analytical and managerial skills required for workplaces and higher studies.
- be able to relate to global challenges in Trade, Commerce, Business, Finance and IT Sector.
- be trained in leadership skills and demonstrate social responsibilities with sensitivity towards the environment and sustainability.

Postgraduate Level

Learner will

- Acquire proficiency in the respective fields.
- Upgrade and strengthen analytical and research skills.
- Apply acquired knowledge in an ethical and professional manner.
- Enhance future ready skills for Industry and Academics
- Be trained in leadership skills and demonstrate social responsibilities with sensitivity towards sustainability.

PO and CO are displayed on college website. POs are enlisted in the college prospectus and also conveyed to the students and parents in the orientation meeting. COs are communicated to the students by the respective subjects teachers at the beginning of the term.

Course outcomes are based on foundational knowledge required, skills and abilities to be developed and enhanced.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	https://siesce.edu.in/courses-syllabus

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Attainment of Program Outcomes and Course Outcomes is calculated by our ERP software automatically.

We follow the procedure given below:

- Define Institute's Mission, Vision, Quality Policy and Long Term Goals.
- Define Program's Mission, Vision, Quality Policy and Long Term Goals.
- Define POs and Map with Bloom's Taxonomy.
- Define POs Grading Scale
- Define PEO and PSO
- Define the contribution of Direct, Contribution of Indirect, method and level of attainment.

- Set the Level of Attainment and CO Evaluator (With/Without Weightage)
- Define COs for a course
- Map CO and PO
- Create Evaluation parameter
- Add questionnaires and Map COs against Evaluation parameters
- Map topics to the questions
- Upload question wise students marks
- Freeze the marks
- Calculate CO Attainment
- Generation of CO PO Attainment Report

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

949

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://siesce.edu.in/academic-calendar

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://siesce.edu.in/iqac/student_satisfaction_survey_report.php

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The institution encourages the faculty and the students for research. The college is a recognized Ph.D. Centre in the subject of Business Policy and Administration. The Staff and Students' Research Cell, Entrepreneurship Cell and Department of Lifelong Learning and Extension strives hard to inculcate the research culture amongst the faculty and the students by conducting workshops on writing research proposals. It organises research presentation competitions by giving a platform for the students to present their research work. Students of the UG and PG level and research scholars are trained by the teacher mentors to participate in Avishkar - a State Level Inter- University Research Convention. The Entrepreneurship Cell of the college conducts competitions where the students are encouraged to do research as a part of their presentation and Department of Lifelong Learning and Extension undertakes projects where the students are expected to do research related to social issues. The management encourages the faculty to present and publish papers in conferences reputed journals. It bears the cost of publication and participation. Faculty is provided with necessary support from the institution in terms of infrastructure, computational facilities, and library support for implementing research projects.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	[View File](#)
Provide URL of policy document on promotion of research uploaded on the website	https://siesce.edu.in/docs/1669441897%20policy%20document%20for%20research.pdf
Any additional information	**No File Uploaded**

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	**No File Uploaded**
List of teachers receiving grant and details of grant received	**No File Uploaded**
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	**No File Uploaded**
List of teachers and details of their international fellowship(s)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	**No File Uploaded**
List of projects and grant details	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

3

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institution is a recognized Ph.D. Centre in the subject of Business Policy and Administration and three students are registered as research scholars. The research cell of the

college provides all the facilities to the teachers and students to take up research projects and publish papers in reputed journals and conferences. Workshop on research proposal writing was conducted to inculcate the research culture among the students and the teachers. Our college has always aimed to foster the spirit of innovation and entrepreneurship amongst our students through the activities of the Entrepreneurship Cell. Two competitions were organized to activate the business and entrepreneurial thinking of the students. E-Minds where the students had to create new brand along with marketing and pricing strategy. Envision Business Plan competition was organized at the National Level , where the students across colleges pitched their business plan. Individual mentoring was provided to the winning teams to enable them to receive incubation for their business plan. Four seminars and workshops were conducted by established entrepreneurs to sharpen the students' business skills and entrepreneurial acumen.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

15

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check

A. All of the above

through authenticated software

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

5

File Description	Documents
URL to the research page on HEI website	https://siesce.edu.in/research-scholars
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	**No File Uploaded**

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0.54

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	**No File Uploaded**

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

1.33

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

2

File Description	Documents
Any additional information	[View File](#)
Bibliometrics of the publications during the year	**No File Uploaded**

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	[View File](#)
Any additional information	**No File Uploaded**

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	[View File](#)
List of consultants and revenue generated by them	**No File Uploaded**
Any additional information	**No File Uploaded**

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	[View File](#)
List of training programmes, teachers and staff trained for undertaking consultancy	**No File Uploaded**
List of facilities and staff available for undertaking consultancy	**No File Uploaded**
Any additional information	**No File Uploaded**

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The college has a Women's Development Cell (WDC), National Service Scheme (NSS), and Department of Lifelong Learning and Extension (DLLE) for sensitizing students towards community and social issues. Extension activities are conducted to create social awareness among the students. The college has a vibrant NSS unit which conducts a plethora of activities. These include health-based activities like organizing blood donation drives, polio vaccination drives, health check-ups, stem cell registration, hepatitis vaccination to name a few. Environmental projects like awareness campaigns in the college and areas in

the vicinity, beach clean-up drives, tree plantation drives and 'Swach Bharat Abhiyaan' were conducted during the year. Beach clean up drives was organized at various locations in association with Khushiyaan foundation. Teaching activities were undertaken at the Roti Ghar location of Khusiyaan foundation.Women Development Cell organized various activities on women empowerment and gender parity. Gender sensitization lectures were organized to create awareness on gender issues. A series of hands-on training programs were conducted to teach students some handcraft. Webinars were conducted to create awareness on women's health. DLLE department conducted street plays at various schools to create awareness on pollution which was well received by the audience

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

3

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

27

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	[View File](#)

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1813

File Description	Documents
Reports of the events	[View File](#)
Any additional information	**No File Uploaded**

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

61

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	**No File Uploaded**

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

5

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	[View File](#)
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	[View File](#)
Any additional information	**No File Uploaded**

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 equipments, etc.

The institute provides all the required infrastructure and facilities for the Teaching Learning process. All the classrooms are fitted with LCD projectors, LAN connections and wi-fi for faculty and students. Well-equipped computer labs are used by the students for lab-based classes and practical sessions. Institute provides J gate. N –list, PROWESS database, INDIA STAT and many other databases to the faculty members as well as students. It also provides ERP system and Tally computing softwares which are used by the students as well as faculty members for teaching, learning and research purposes. The campus is fully Wi-Fi enabled and students and teachers can access the internet from all parts of the campus. Though the institute has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, Computer laboratories, electronic kits etc., due to COVID-19 pandemic, the college ensured digital up-gradation and facilitated the use of Microsoft Teams for conducting online lectures, guest lectures, orientations, quizzes, attendance, uploading course materials, assignments, research projects etc. Audio-video conferencing facility is also used for seminars and presentations and curricular and co-curricular activities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://siesce.edu.in/facilities

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

The institute has both indoor & outdoor sports facilities. Facilities are provided for indoor games such as carrom, table tennis, chess etc. Outdoor facilities for football, basketball, cricket, kho kho, kabaddi etc are provided as shared or hired facilities. Training for sports and wellness is provided by well-trained coaches. During COVID-19 pandemic, online coaching for martial arts, HIIT, self-defence, yoga and Zumba was provided. International yoga day is celebrated every year. The institute has state of the art Auditorium with Video Conferencing Facility which is used by the teachers and students for conducting

different cultural & social activities.

File Description	Documents
Geotagged pictures	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://siesce.edu.in/facilities

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

23

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

11.05

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

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

The college has implemented Juno ERP system and the Library module of the system was used.

It included modules for circulation, cataloguing, serials management, label printing. Standard reports required in the library are also included.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

4.41

File Description	Documents
Audited statements of accounts	View File
Any additional information	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

35

File Description	Documents
Upload details of library usage by teachers and students	**No File Uploaded**
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

College has Wi-Fi facility available both for teachers as well as students. College has total 18 Tp link Wi-Fi spots available for staff access across all the classrooms, staffroom, laboratories, library, office, control room, auditorium etc. For students there are separate Airtel Wi-Fi available. College also has firewall facility which is helpful to block unwanted traffic to and from institute and to block unwanted content. Regular budget for updation & maintenance of IT facilities is prepared.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2925	**91**

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus   **A. ?50 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	**No File Uploaded**

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture   **C. Any two of the above**

Capturing System (LCS) Mixing equipments and software for editing

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

41.73

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

The Institute has a well drafted policy for use and maintenance of all facilities provided on the Campus. Details of the academic and support facilities are provided to students through the prospectus available on the college website. Prospectus covers details about the courses, rules and regulations, scholarships, etc. Standard Operating Procedures are laid down for Admissions, Examinations, Placements and Extra-curricular activities.

A master chart for the classrooms and laboratories is prepared by the IQAC in the beginning of the academic year with the master timetable to ensure maximum utilization and smooth functioning. Changes, if any, are done only after the Vice Principal's approval. Separate register is maintained for use of auditorium.

Library provides user names and passwords for accessing the subscribed online databases and e-journals. Free internet access and Wi-Fi is provided.

Housekeeping activities are outsourced to keep the campus neat and clean.

Annual maintenance contracts are given to external agencies for computers, printers, scanners, etc.

Sports grounds are hired for outdoor sports activities. Separate coaches are appointed for different sports.

A review of all activities and available infrastructure is taken towards the end of the academic year and the budget for next academic year is prepared on that basis.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://siesce.edu.in/docs/Procedures%20and%20policies.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

7

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

174

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://siesce.edu.in/capacity-development-skills-enhancement
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

3132

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment

A. All of the above

and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

201

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

297

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations

during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

158

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

3

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Students' Council consists of the college student leadership team who are selected to run activities of various forums and associations. In view of continued Covid Pandemic, a provisional Extended Students' Council was formed with division/ class representatives, secretaries and joint secretaries of various forums and associations which organized various events in hybrid mode.

Students are also nominated as Students' Representatives to College Development Committee (CDC) and IQAC to for their suggestions and participation in the development and quality enhancement of the institution.

The list of events organized is as below:

FANTASIES ,Annual Inter-collegiate Cultural Festival

DISHA,The annual Career Fair

SIES Debate (covers both National and International Affairs)

E Summit to kindle the entrepreneurial spirit

EDIT the BScIT fest, Finova the BFM fest, Finatix the BAF fest, Buddhi of BMS and

Nostrum of BBI

Budget Decoded with experts from industry and academia

SIESMIC, the cultural committee organized various programs to promote Indian culture

The Gymkhana organized various sports tournaments and training in Sports, Yoga and Fitness

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

5.3.3 - Number of sports and cultural events / competitions organised by the institution

45

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Financial Assistance

Rs. 9,77,591 received from Alumni and donors which was disbursed

to 132 students

Lecture Series

BMS

- Ms Divya Vaity, Celebrity Relationship Manager at Harvest Online conducted a session on Opportunities in Celebrity Management
- Ms Shifa Shaikh, Analyst at Price Waterhouse & Co. LLP conducted a session on Individual Taxation and its Implications on International Migration
- Mr. Sairamchandran Trichur, Completed CFA Level 3, and worked at HDFC Bank and Indo-French Chamber of Commerce & Industry (IFCCI) conducted a session on International Trade and Guidance For CFA
- Ms Shakshi Shetty, a youtuber conducted a session on How to Earn and Make a Career as a Youtuber

B.Sc. IT

- Mr. Akshay Ridlan, Data Engineer, Aligned Automation, an ardent animal lover conducted a session on Voice for Voiceless

BAF

- Ms Ayushi Gandhi conducted a session on 'Financial Literacy'
- Mr Srinath Iyer conducted a session on 'Reinsurance and career opportunities in Reinsurance'
- Mr. Shaun Pai, Derivative Analyst , conducted a session on 'Basics of Derivative Market'
- Mr. Karan A. Pai and Mr. Rohan Y. Vajirkar from GEPL Capital conducted a session on 'Stock Market- Introduction to Chart Reading'
- Ms Iyer Arya Chidambareswaran conducted a session on 'CAREER in MBA through CAT'

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year   **B. 10 Lakhs - 15 Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The vision and mission of the institution is to provide a student centric environment for holistic development. It aims to empower teachers as well so that they can be effective and impactful role models in order to mould students with global competencies.

The college believes in the principles of decentralization and participative management. In order to update and make the curriculum relevant faculty members deliberate with the Board of Studies of the various courses and programs. In house faculty members act as Chairpersons of the BoS based on their subject expertise. He/she coordinates with other faculty and outside experts for curriculum enrichment. They represent their courses and programs and interact with the Academic Council and together they finalise the academic programs of the college. All BoS activity is collaborative. At the same time, each BoS works independently within the guidelines laid down by the college. The faculty and BoS take decisions regarding curriculum in consonance with University and UGC guidelines. HODs and faculty members together conceptualise and implement the perspective plan in consultation with the IQAC and CDC.

Teacher and student members of committees play an active role in the implementation of the perspective plan and governance of the college.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The grant of autonomy has helped the college to move towards attaining the objectives of NEP. The IQAC provides the framework to departments/committees for planning and executing various activities to incorporate NEP mandate. Hence the committees/departments focus on multidisciplinary activities to enhance employability skills and holistic development. Statutory and Non-Statutory committees are formed. These encompass and promote sports, cultural/literary activities, personality development, mental health, social outreach, gender sensitivity, environmental sustainability and research culture. The approach is collaborative instead of top down. Strengths and abilities of faculty are recognised and they are given the freedom to curate short term courses, training programs for students and faculty.

The college forms an extended student council. Each committee has a core committee of students who are selected based on their talents and abilities, to assist the faculty in giving shape to the college's plans. Committees/ departments along with the student volunteers take the responsibility to conduct programs within the SOP prepared by IQAC. For curricular/extra-curricular activities MoUs with academic/training partners/NGOs are encouraged to introduce industry and socially relevant issues and trends. This helps to bridge the gap between academics and industry. Student participation and feedback is at the heart of every program.

File Description	Documents
Upload strategic plan and deployment documents on the website	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The perspective plans of the institution are aligned with the mission and vision and are heavily focussed on student and skill

development. One of such activities stated in the perspective plan and organized by the IQAC along with the BMS department was a National Level Research Convention on Business Sustainability – Pandemic and Beyond. The entire concept of this convention was to inculcate research aptitude, skills and ethics in the students. Students across courses and programs within and outside the college were provided this platform to understand and experience research. Faculty acted as mentors for groups of students. Different aspects of business sustainability were explored from a student's perspective. This convention helped students to delve into various issues pertaining to business scenario in the new normal. Students were made to go beyond books and classrooms to understand contemporary trends. In the process, they also horned their research, writing and presentation skills. Academics and researchers interacted with the students, judged the research papers and presentations and shared their perspectives.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://siesce.edu.in/docs/1670571912%20Strategic%20plan%20and%20Deployment%20Report%202021-22.pdf
Upload any additional information	No File Uploaded

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

The organizational structure of the college consists of the Managing Council, Principal, Vice Principals, Heads of the Departments, Teaching staff and non-teaching staff. It monitors the institutional strategic plan which in turn sets the academic aims and objectives of the institution and identifies the financial and recruitment strategies. The organizational structure aims to improve educational effectiveness through the participation of external members in various committees/boards. Various stakeholders of the institute are members of different committees constituted by the institution. The decision-making procedures are made at appropriate levels in the organizational hierarchy.

The teaching and non-teaching staff have the benefits of PF, Gratuity, Mediclaim and other benefits as applicable. The institution follows transparent promotional policies through Appraisal forms and through Academic Performance Indicators (API). All the recruitments for approved posts are as per the Guidelines of the University of Mumbai.

Grievance redressal committee is formed including Principal, HODs' and teacher's representative who look into matters related to grievances of staff and students. Suggestion/complaint box is kept near the Principal office/Admin office for the same.

File Description	Documents
Paste link to Organogram on the institution webpage	https://siesce.edu.in/organogram
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

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) Documen	View File
Screen shots of user interfaces	**No File Uploaded**
Details of implementation of e-governance in areas of operation	View File
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institution believes in holistic development of its teaching and non-teaching staff. It recognizes and appreciates the efforts of its staff. The institution ensures that adequate

attention is given to cater to the personal, academic and overall development of the staff. Teachers are encouraged to complete orientation, refresher programs, short-term courses and Faculty Development Programmes. The faculty members are also encouraged to enrol for programs offered on Swayam and various other MOOC platforms for up skilling. The college also encourages the teaching staff to write and publish research papers and provides reimbursements for the same. The Non-Teaching Staff is encouraged to take part in various training/ workshops to enhance their knowledge in the fields of their work. Duty leaves are sanctioned to the staff for this purpose.

Welfare Schemes for Teaching Staff/Non-Teaching Staff

- Group Insurance
- Gratuity
- Staff quota in admissions to SIES Institutions
- Incentives for research
- Ex gratia for employees for higher studies

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

18

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

7

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	[View File](#)
Upload any additional information	**No File Uploaded**

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

11

File Description	Documents
Summary of the IQAC report	[View File](#)
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	[View File](#)
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

All financial transactions are carried out as per the guidelines laid down by the management. The Principal and Registrar ensure that they are followed. At the end of every academic year, committees and departments prepare and submit the budget for the activities to be conducted in the next academic year to the office. After a thorough scrutiny, the Principal, forwards the budget to the management, who approves the budget. Funds procured as sponsorships are submitted to the college which issues receipts and payments to vendors. Purchases are routed through SIES Central purchase department. All transactions are duly recorded, irrespective of the volume of the transactions.

The external financial audit is carried out by a Statutory Auditor appointed by the college. Financial audits are conducted every year.

Internal Audit is carried out by individual faculty/ committee/departmental heads as well as the college office to check that processes are followed. The main objective of internal audit is to ensure that the accounts are being properly maintained and the system provides adequate safeguards for detection and prevention of any frauds.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

9.2038

File Description	Documents
Annual statements of accounts	<u>View File</u>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<u>View File</u>
Any additional information	**No File Uploaded**

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Grants-in-aid from the government and fees from students are the major sources of institutional receipts and funding. Deficits, if any, are taken care of by the management. Income and expenditure statements of all activities in the college are audited.

Mobilization

- **Fee Collection from University-affiliated courses as per norms prescribed by Government/ University**
- **The college has tied up with various government/corporate organisations to offer Certificate, Diploma and Add-on Courses to the students on a revenue sharing basis withcertifying institution.**
- **The college receives sponsorship and donations from corporates, small businesses and other institutions for**

conducting various events.
- **Various philanthropic trusts and institutions like Essar Foundation, Nischal Israni Foundation, Seth Bhojraj Hassomal Charitable Trust, etc. provide endowments for our students**

Utilization of Funds

- **Salary to staff and other expenses of Grant-in aid divisions are incurred out of Grant received from the Government, whereas the expenses of Unaided section are incurred from the fees collected from students.**
- **Other operating expenses include repairs and maintenance, printing and stationery, books and periodicals, sports and cultural activities, electrical charges, water charges, insurance, telephone, travelling etc. All the financial transactions and related statements and books of accounts are duly audited at the end of the financial year.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Faculty Exchange Program and Value Added / Employability /Skill Enhancement courses are two practices institutionalized through IQAC initiatives.

Faculty Exchange Program was extended to PG and UG. It was conducted in association with

- **S.I.E.S (Nerul) College**
- **Patkar and. Varde College**
- **Kirti M. Doongursee College**

The lectures were conducted through MS TEAMS . Ingenious use of on-line mode, effective resource management and positive

feedback from teachers and students contributed to the success of the program.

College identified and implemented need based short term courses focusing on life skills and employability. On-line mode of delivery was selected in order to cater to students across the programs. Emphasis was on offering free and reasonably priced programs in view of lock down induced economic hardships. Through collaboration with institutions ,NGOs and CSR initiatives following Courses were conducted

- Tally ERP 9
- Goods & Services Tax
- Block chain essentials, Design thinking and Cyber security
- 21st Century Workplace skills
- Professional Skills, Explorations into Mindfulness, Cyber Security Essentials
- Digital Marketing
- Research Analyst
- Training for NCFM: Fundamental Analysis Module
- Filling of Income Tax Returns
- Diploma in Accounting and Finance
- Chartered Financial Experts

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Structured feedback on teaching – learning process based on following parameters is obtained for each semester: • Completion of syllabus • Communication Skills • Class interaction • Accessibility of the teacher • Punctuality and Sincerity • Effective delivery of subject knowledge • Ability to generate and sustain interest • Use and Effectiveness of E resources • Support for Examination preparation

The feedback is analysed and meetings are conducted with

individual teachers in which measures of improvements are discussed. Teaching learning process is evaluated by students for all semesters of UG and PG programs.

Students Satisfaction Survey is administered at the end of the academic year to understand the efficacy of teaching – learning process along with the support systems and facilities provided by the college. Survey on curriculum is also conducted for all the stakeholders – students , teachers , employers and alumni , based on the following parameters : • Usage of teaching aids • Improvement in subject knowledge • Depth of the course content • subject coverage • Employment orientation • Relevance • Value addition • Participatory learning and student involvement • Methods of assessment • Research orientation • Distribution of course content • Availability of study material • Transformation of a student. Outcomes are analysed and presented in CDC for discussion. Valid suggestions are considered for implementation

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://siesce.edu.in/academic-calendar
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

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

The college continuously strives to promote gender equity among its stakeholders and therefore, takes various initiatives. The college organises activities according to the action plan:

Specific facilities provided for women in terms of:

- Safety and security

Due to pandemic, restrictions were imposed on students' entry to the campus. COVID protocol was strictly followed.

Internal Complaints Cell take measures to ensure the safety and security and protects the rights of the women.

Sessions on POSH were conducted to create awareness on what constitutes sexual harassment and prevent instances of sexual harassment. A poster competition was organised to create awareness about sexual harassment and to speak up against it.

- Sakhi Box

A Sakhi box is a drop-box installed to provide an anonymous platform for female students to report harassment and gender discrimination or bullying incidents.

- Counselling

Due to COVID restrictions students were given online counselling

by in-house faculty whenever required.

- **Common rooms**

Due to social distancing norms during pandemic, common rooms were temporarily closed down. Common rooms will be made available soon for students.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	**Nil**

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

D. Any 1of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The college assiduously follows its duty to maintain the Earth's beauty. As a part of institutional waste management policies, the college promotes recycling waste today, for a better tomorrow.

The college segregates wet-dry waste and follows the solid waste management directives issued by Brihanmumbai Municipal Corporation. The college initiated 'Mission 6 R' to be free of single-use plastic in with Govt. of India directives. The 6 Rs were refuse, reduce, reuse, repurpose, recycle, and rejuvenate. 'Think Before You Trash It', An Awareness Session on Plastic Segregation and Management was organized by Mission6R to sensitize the students. The NSS unit has also actively participated in a street play on the theme 'Ban on Plastic', and poster making competition on 'Say No to Plastic'.

The college has a compost pit for the accumulation of organic waste. However, due to the pandemic, the canteen facility was not functional hence, enough waste for compost was not generated. Nonetheless, since the college was functional in hybrid mode, paper waste was not generated. The college strives for better disposal of glassware, metal and plastic waste. Hence, has tied up with an NGO, Stree Mukti Sanghatana for the safe disposal of e-waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<u>View File</u>
Geotagged photographs of the facilities	<u>View File</u>
Any other relevant information	**No File Uploaded**

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

E. None of the above

File Description	Documents
Geotagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

C. Any 2 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
Geotagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	[View File](#)
Any other relevant documents	[View File](#)

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

A. Any 4 or all of the above

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions/awards**
5. **Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human

D. Any 1of the above

**assistance, reader, scribe, soft copies of
reading materials, screen reading, etc.**

File Description	Documents
Geotagged photographs / videos of facilities	<u>View File</u>
Policy documents and brochures on the support to be provided	**No File Uploaded**
Details of the software procured for providing assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

The richness of Indian culture is what keeps its people together. The college is a mini India with its students and staff belonging to different religious, linguistic, cultural and socio-economic backgrounds. The college attempts to make students from all backgrounds feel included before they can achieve togetherness.

Various festivals like Pongal, Ganesh Chaturthi, Eid, Guru Nanak Jayanti, and Christmas, were celebrated enthusiastically in the hybrid mode. Satyanarayan Puja is performed every year. Hindi Diwas, Marathi Bhasha Diwas, Multilingual day, and Tamil Day were also celebrated. National days like Republic Day, Independence Day, Swarnim Vijay Diwas and Gandhi Jayanti were also observed to pay homage to our freedom fighters and martyrs. The vivacity of India is brought to the fore when all the stakeholders participate, celebrate, understand and appreciate the uniqueness of Indian culture. In 2021- 2022 due to COVID, most of the festivals were celebrated in hybrid mode, reaching out to all stakeholders irrespective of their backgrounds.

The college with its motto, 'Rise with Education', aims to lay the foundation for a dynamic and equitable society with inclusive good quality education. It follows a non-discriminatory policy for the admission of students, and appointment of staff and faculty.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded

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

The constitution is not merely a lawyer's document but a vehicle of life. Its spirit is always the spirit of the ages. Hence the college aims to sensitize students and employees of the institution to adhere to the constitutional obligations. A 'Voters Registration Drive' was conducted, to encourage the youth to vote. Constitutional values of Secularism, Equality, Fundamental Rights and Duties are reinforced through curriculum and extra-curricular activities. Endowments like Nichal Israni Foundation Scholarship, and Seth Bhojraj Hassomal Charitable Trust scholarship are provided to the economically disadvantage students to ensure education for all.

Following the adage 'Vasudhaiva Kutumbakam', S.I.E.S is one family. It welcomes students and staff from different socio-cultural background. The college follows a nondiscriminatory policy in terms of admission and recruitment.

The college observes Independence Day, Republic Day, Swarnim Vijay Diwas and the birth centenary of our great leaders to inculcate patriotism. Activities like Pledge taking ceremony and Essay writing were conducted under Non-Violence week.

Students are encouraged to visit orphanages and attend sessions on gender issues instilling empathy towards differently abled and underprivileged children. Teaching sessions for underprivileged were organized in association with Roti Ghar Foundation. Concerns towards environmental sustainability are fostered through competitions and guest lectures.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	**No File Uploaded**

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

In the spirit of unity, fraternity, peace, and love, the faculty and students of the institution came together and commemorated national and international days.

The feeling of national pride was fostered through the observance of national festivals like Independence Day, Republic Day, Constitution Day, Kargil Vijay Diwas, and Gandhi Jayanti, when we paid homage to our national heroes. Similarly, National Voter's Day, National Youth Day, and Multilingual Day were

celebrated to mark the nation's traditions of democracy and unity in diversity.

Awareness of the global issues of growing population, justice, and online safety was raised through the observance of World Population Day, International Justice Day, and Safer Internet Day. Many other international days like Doctors' Day, Women's Day, Yoga Day, World Humanitarian Day, and World Music Day were also celebrated with great enthusiasm.

Although the Covid-19 Pandemic limited the celebration of events, the college ensured that they were observed digitally and in hybrid mode.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

https://siesce.edu.in/iqac/best_practices.php

File Description	Documents
Best practices in the Institutional website	https://siesce.edu.in/iqac/best_practices.php
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

We believe that SIES is a family and sincere, honest and committed relationships strengthen bonds. With a student friendly approach, the Principal and staff always make

themselves available and take personal interest in matters concerning student welfare. Accessibility of academic and administrative staff is the hallmark of the college. The college follows an open-door policy for all its stakeholders.

The Principal and college office actively follow up students' and faculty issues with the university and the government, to ensure speedy resolution.

Needy and deserving students are provided with financial assistance by the college in the form of scholarships through with charitable trusts, alumni contributions and endowments. The management also awards the SEAT scholarship to deserving students.

Students are trained to cooperate and collaborate. They're given the autonomy to plan, organize, and execute events with support and guidance from faculty. In this way, they're empowered to develop, leadership, managerial, entrepreneurial and team building skills.

The college offers many add-on courses to the students with aim of skill development and job readiness.

The strong cultural and academic ethos of the college fosters an atmosphere of safety, security and belongingness.

Part B
CURRICULAR ASPECTS
1.1 - Curriculum Design and Development
1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.
The college strives to provide quality education to its students in the current VUCA era. The college offers a variety of programmes taking into consideration the developmental needs at local, national and global levels. The curriculum is reviewed and updated regularly so that it meets the expectations of the industry. Contemporary trends and practices are updated in the curricula of different departments to ensure that the students are aware of the changing trends and can develop global competencies for employability, innovation and research. To encourage application based education Projects and field work are incorporated in the curriculum and students are encouraged and guided to take up innovative and extensive work. Professional and industrial internship aims to make the students acquainted with industry. Programme outcomes are framed for every program offered by the college which highlight and define its scope. Course of any given programme carriescourse objectives and course outcomeswhich reflect and unfold the learning outcome for that particular course. At UG level it is understanding the course concepts and strengthening the basic knowledge for a strong foundation while at PG level the focus is on enhancing domain knowledge and its application in various contexts.

File Description	Documents
Upload additional information, if any	**No File Uploaded**
Link for additional information	https://siesce.edu.in/courses-syllabus

1.1.2 - Number of Programmes where syllabus revision was carried out during the year
09

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	[View File](#)
Any additional information	[View File](#)

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

113

File Description	Documents
Curriculum / Syllabus of such courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	[View File](#)
MoUs with relevant organizations for these courses, if any	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

0

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File](#)
Any additional information	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

10

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The College ensures that every programme offered has at least one course or topics in the syllabi that focuses on integrating the important issues of gender, environment, human values, or professional ethics. UG programs mandatorily offer Foundation Course where topics related to gender, environment, ethics and social issues are integrated. It aims to promote inclusion, women empowerment, human values & ethics. UG programs offer a mandatory paper titled Environmental Studies to make the students aware about environmental issues and motivates them to promote sustainability. Department of Environmental Studies conducts programs such as an Exhibition, PPT Competition on Sustainability, where students display and discuss environmental issues and come up with ideas and suggestions. Students are encouraged to adhere to the principles of truth, justice, compassion by integrating courses and topics that teach human values into its curriculum. The College has adopted these values in its Mission and Vision. Programmes integrate courses and topics that teach human values, Indian Ethos, Corporate Ethics, Corporate Governance in their curriculum and are ingrained with a course or part or topic of course that teaches professional ethics. Extension and social outreach programs are organised by all programs and departments to inculcate human values and social responsibility.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	**No File Uploaded**

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

11

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	**No File Uploaded**

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1218

File Description	Documents
List of students enrolled	View File
Any additional information	**No File Uploaded**

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

923

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://siesce.edu.in/feedback
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://siesce.edu.in/feedback
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

2925

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

163

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Every Department plans assessment of learning levels of students. The planning method differs from course to course because of varied needs of students. Each department operates in a distinctive way to evaluate students' learning levels.

Planning and activities for slow and advanced learners includes:

? Identification of learning levels of students,

? Conducting Bridge courses,

? Conducting different Add-on courses,

? Workshops, Seminars or conferences,

? Intensive coaching,

? Remedial courses,

? Providing learning resources like textbooks, reference books, and journals, and e- learning resources

? Encouraging involvement and engagement through e-content such as: Slide share, Youtube video /itunes, Google docs etc. which is used for better understanding for slow and advanced learners.

? Online and social media is used for providing additional content and student interaction.

? Departments of English, Mathematics and Statistics have developed workbooks to guide students during practicals. For Computer & IT-related subjects, faculty prepares and conducts

practical exams, giving guidelines for journal preparation
and evaluation. During tutorials attention is paid to slow
learners. During practicals, one-to-one guidance is given to
slow learners.

? Departments keep the needs of slow and advanced learners in
mind while preparing their plans and activities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/03/2022	2920	39

File Description	Documents
Upload any additional information	[View File](#)

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 students are guided in organizing departmental, college,
national and international level conferences, seminars and
workshops, online andoffline.

Organizes co-curricular and extra-curricular activities,
students' council cultural and sports activities to provide
experimental learning opportunities. Team management, time
management, communication skills, public relations, financial
management is learnt through the above activities.

? Various techniques & methodologies like group discussions,
presentations, role plays, online polls, online quizzes, mock
stock and case studies are used to make learning
participatory.

? Problem solving skills are enhanced by use of use of case

studies, analysis of financial statements, analysis of salary slips, budget analysis, company annual report analysis, practicals, and tutorials.

? Students' participation is through extension activities, projects, competitions, social internships, and membership of NSS, Rotaract & NCC.

? A range of activities like Mock Stock, Fantasies - Inter collegiate cultural fest, EDIT - B.Sc IT Fest, Buddhi - Literary festival with brainstorming events, organized by BMS Department, Disha- Inter collegiate career fest conducted by Commerce Forum, EnVision-Business Plan Competition, conferences and seminars, are conducted to harness various sills of the students. All the events are jointly planned and organized by the students and teaching faculties for the holistic growth of the students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

ICT Tools like Laptops/ Desktops/ Mobile apps, Wifi dongle, Application Software, Graphic tablet etc. were used by faculty as first term was conducted online and second term was in hybrid mode with ICT tools supplementing offline lectures.

? Applications and tools and online resources like YouTube / Itunes, Menti.com, Search Engine, Google docs, OERs, Google Scholar, Virtual Encyclopedia, Virtual Dictionary, Slide Share, Kahoot, E books and E journals, E- Notebook, Income Tax/GST Websites, AtoZ math, Excel Solver- are used by faculties to enhance the teaching learning process. Personal YouTube channel has been created by some faculties to engage with the student to engage with the community.

? Interactive Kahoot made the subject more engaging and relatable to students. Use of Leader boards encourages students to compete for top places in the class.

? Hands on Trading is introduced through Moneybhai.com on current market prices of listed companies , thereby providing real-world experience of stock trading and Mock Stock competitions and students learn to trade.

? YouTube videos, short films, documentaries and Ted Talks related to the syllabus and beyond were shown during lectures followed by discussions.

? Revision tests were conducted using Google Forms, Kahoot, and Polly.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://siesce.edu.in/e-resources
Upload any additional information	**No File Uploaded**

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

38

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Academic Calendar is prepared by IQAC and shared at the beginning of the term. Teaching plans are prepared by every faculty and department as per the academic calendar. Teaching plans also match the syllabus requirements as approved by BOS.

Teaching Plans are prepared by all the faculties before the semester starts. Month-wise topics to be covered are decided beforehand for all courses. This helps in proper planning of the syllabus to be covered.

The Academic calendar incorporates curricular and extra-curricular activities. All the events to be conducted are proposed and accordingly preparations are done to accomplish the proposed events in that timeline. This helps in scheduling of the other events without any hassle.

Preparation of the Academic Calendar at the beginning of the year helps in managing all the events efficiently. All the committees and departments plan different activities in tandem with each other, which is a hallmark of teamwork. This is also results in effective and efficient use of resources.

Once the academic calendar is prepared all the committees adhere to the schedule. The Teaching Plan proposed is also followed by all the throughout the year for all courses.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

39

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

8

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

395

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

24

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Examination reforms are undertaken in accordance with University Of Mumbai and the reforms introduced by the UGC. Various reforms undertaken by the Examination Management System of the college have made a positive impact on the institution.

Significant reforms were affected in the Examination System.

? In house results processing and exam automation

Credit based Semester system with Grades and Marks has been adopted for the benefit of the students.

? Quizzes / Test(s) /Project work/ Assignments/ Tutorials are made part of the continuous evaluation.

? IT integration has taken place for the conduct of examinations, evaluation and declaration of results.

? Continuous Internal Assessment (CIA) includes Mid-term examinations – Internal Test was conducted in Online mode. Periodical assignments/projects etc. keeps the students continuously and meaningfully engaged with the subject content throughout the semester.

? ERP system is used for examinationrelated functions and processes such as monitoring of examination fee payment, hall ticket generation result processing etc.

? Conducting Internal Evaluation in form of Internal Test through online mode by automated system of Question Paper set generations, through upload of Question Banks. This is to reduce manual intervention and move towards error free

conduct and evaluation of examinations

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

2.6 - Student Performance and Learning Outcomes

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

Outcomes are prepared based on the levels of the programs outcomes of undergraduate and post graduate courses are as follows :

Undergraduate Level

Learners will

- **have strong foundational knowledge.**
- **acquire practical knowledge and training in professional skills and ethics to build competencies in the area of Business/Commerce/Accounting/Taxation/Finance/IT.**
- **develop their personalities along with commercial, communication, research, analytical and managerial skills required for workplaces and higher studies.**
- **be able to relate to global challenges in Trade, Commerce, Business, Finance and IT Sector.**
- **be trained in leadership skills and demonstrate social responsibilities with sensitivity towards the environment and sustainability.**

Postgraduate Level

Learner will

- **Acquire proficiency in the respective fields.**
- **Upgrade and strengthen analytical and research skills.**
- **Apply acquired knowledge in an ethical and professional manner.**
- **Enhance future ready skills for Industry and Academics**
- **Be trained in leadership skills and demonstrate social**

responsibilities with sensitivity towards
sustainability.

PO and CO are displayed on college website. POs are enlisted
in the college prospectus and also conveyed to the students
and parents in the orientation meeting. COs are communicated
to the students by the respective subjects teachers at the
beginning of the term.

Course outcomes are based on foundational knowledge required,
skills and abilities to be developed and enhanced.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	https://siesce.edu.in/courses-syllabus

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Attainment of Program Outcomes and Course Outcomes is
calculated by our ERP software automatically.

We follow the procedure given below:

- Define Institute's Mission, Vision, Quality Policy and
  Long Term Goals.
- Define Program's Mission, Vision, Quality Policy and
  Long Term Goals.
- Define POs and Map with Bloom's Taxonomy.
- Define POs Grading Scale
- Define PEO and PSO
- Define the contribution of Direct, Contribution of
  Indirect, method and level of attainment.
- Set the Level of Attainment and CO Evaluator
  (With/Without Weightage)
- Define COs for a course
- Map CO and PO
- Create Evaluation parameter
- Add questionnaires and Map COs against Evaluation

- **parameters**
- **Map topics to the questions**
- **Upload question wise students marks**
- **Freeze the marks**
- **Calculate CO Attainment**
- **Generation of CO PO Attainment Report**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

949

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://siesce.edu.in/academic-calendar

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://siesce.edu.in/iqac/student_satisfaction_survey_report.php

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The institution encourages the faculty and the students for research. The college is a recognized Ph.D. Centre in the subject of Business Policy and Administration. The Staff and Students' Research Cell, Entrepreneurship Cell and Department of Lifelong Learning and Extension strives hard to inculcate the research culture amongst the faculty and the students by conducting workshops on writing research proposals. It organises research presentation competitions by giving a platform for the students to present their research work. Students of the UG and PG level and research scholars are trained by the teacher mentors to participate in Avishkar - a State Level Inter- University Research Convention. The Entrepreneurship Cell of the college conducts competitions where the students are encouraged to do research as a part of their presentation and Department of Lifelong Learning and Extension undertakes projects where the students are expected to do research related to social issues. The management encourages the faculty to present and publish papers in conferences reputed journals. It bears the cost of publication and participation. Faculty is provided with necessary support from the institution in terms of infrastructure, computational facilities, and library support for implementing research projects.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	[View File](#)
Provide URL of policy document on promotion of research uploaded on the website	https://siesce.edu.in/docs/1669441897%20policy%20document%20for%20research.pdf
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	**No File Uploaded**
List of teachers receiving grant and details of grant received	**No File Uploaded**
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	**No File Uploaded**
List of teachers and details of their international fellowship(s)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	**No File Uploaded**
List of projects and grant details	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

3

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institution is a recognized Ph.D. Centre in the subject of Business Policy and Administration and three students are registered as research scholars. The research cell of the

college provides all the facilities to the teachers and students to take up research projects and publish papers in reputed journals and conferences. Workshop on research proposal writing was conducted to inculcate the research culture among the students and the teachers. Our college has always aimed to foster the spirit of innovation and entrepreneurship amongst our students through the activities of the Entrepreneurship Cell. Two competitions were organized to activate the business and entrepreneurial thinking of the students. E-Minds where the students had to create new brand along with marketing and pricing strategy. Envision Business Plan competition was organized at the National Level , where the students across colleges pitched their business plan. Individual mentoring was provided to the winning teams to enable them to receive incubation for their business plan. Four seminars and workshops were conducted by established entrepreneurs to sharpen the students' business skills and entrepreneurial acumen.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

15

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of	A. All of the above

Research Ethics in the research methodology course work Plagiarism check through authenticated software	

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

5

File Description	Documents
URL to the research page on HEI website	https://siesce.edu.in/research-scholars
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	**No File Uploaded**

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0.54

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	**No File Uploaded**

3.4.4 - Number of books and chapters in edited volumes / books published per teacher

during the year

`1.33`

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	**Nil**

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

`2`

File Description	Documents
Any additional information	[View File]()
Bibliometrics of the publications during the year	**No File Uploaded**

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

`0`

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	[View File]()
Any additional information	**No File Uploaded**

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

`0`

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	**No File Uploaded**
Any additional information	**No File Uploaded**

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	**No File Uploaded**
List of facilities and staff available for undertaking consultancy	**No File Uploaded**
Any additional information	**No File Uploaded**

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The college has a Women's Development Cell (WDC), National Service Scheme (NSS), and Department of Lifelong Learning and Extension (DLLE) for sensitizing students towards community and social issues. Extension activities are conducted to create social awareness among the students. The college has a vibrant NSS unit which conducts a plethora of activities. These include health-based activities like organizing blood donation drives, polio vaccination drives, health check-ups, stem cell registration, hepatitis vaccination to name a few.

Environmental projects like awareness campaigns in the college and areas in the vicinity, beach clean-up drives, tree plantation drives and 'Swach Bharat Abhiyaan' were conducted during the year. Beach clean up drives was organized at various locations in association with Khushiyaan foundation. Teaching activities were undertaken at the Roti Ghar location of Khusiyaan foundation.Women Development Cell organized various activities on women empowerment and gender parity. Gender sensitization lectures were organized to create awareness on gender issues. A series of hands-on training programs were conducted to teach students some handcraft. Webinars were conducted to create awareness on women's health. DLLE department conducted street plays at various schools to create awareness on pollution which was well received by the audience

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

3

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

27

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1813

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

61

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

5

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

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 equipments, etc.

The institute provides all the required infrastructure and facilities for the Teaching Learning process. All the classrooms are fitted with LCD projectors, LAN connections and wi-fi for faculty and students. Well-equipped computer labs are used by the students for lab-based classes and practical sessions. Institute provides J gate. N –list, PROWESS database, INDIA STAT and many other databases to the faculty members as well as students. It also provides ERP system and Tally computing softwares which are used by the students as well as faculty members for teaching, learning and research purposes. The campus is fully Wi-Fi enabled and students and teachers can access the internet from all parts of the campus. Though the institute has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, Computer laboratories, electronic kits etc., due to COVID-19 pandemic, the college ensured digital up-gradation and facilitated the use of Microsoft Teams for conducting online lectures, guest lectures, orientations, quizzes, attendance, uploading course materials, assignments, research projects etc. Audio-video conferencing facility is also used for seminars and presentations and curricular and co-curricular activities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://siesce.edu.in/facilities

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

The institute has both indoor & outdoor sports facilities. Facilities are provided for indoor games such as carrom, table tennis, chess etc. Outdoor facilities for football, basketball, cricket, kho kho, kabaddi etc are provided as shared or hired facilities. Training for sports and wellness is provided by well-trained coaches. During COVID-19 pandemic, online coaching for martial arts, HIIT, self-

defence, yoga and Zumba was provided. International yoga day is celebrated every year. The institute has state of the art Auditorium with Video Conferencing Facility which is used by the teachers and students for conducting different cultural & social activities.

File Description	Documents
Geotagged pictures	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional information	https://siesce.edu.in/facilities

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

23

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

11.05

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

The college has implemented Juno ERP system and the Library module of the system was used.

It included modules for circulation, cataloguing, serials management, label printing. Standard reports required in the library are also included.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources | **A. Any 4 or more of the above**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File]()
Upload any additional information	[View File]()

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

4.41

File Description	Documents
Audited statements of accounts	[View File]()
Any additional information	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File]()

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

35

File Description	Documents
Upload details of library usage by teachers and students	**No File Uploaded**
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

College has Wi-Fi facility available both for teachers as well as students. College has total 18 Tp link Wi-Fi spots available for staff access across all the classrooms, staffroom, laboratories, library, office, control room, auditorium etc. For students there are separate Airtel Wi-Fi available. College also has firewall facility which is helpful to block unwanted traffic to and from institute and to block unwanted content. Regular budget for updation & maintenance of IT facilities is prepared.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	**Nil**

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2925	**91**

File Description	Documents
Upload any additional information	<u>View File</u>

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	**A. ?50 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	C. Any two of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

41.73

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

The Institute has a well drafted policy for use and maintenance of all facilities provided on the Campus. Details of the academic and support facilities are provided to students through the prospectus available on the college website. Prospectus covers details about the courses, rules

and regulations, scholarships, etc. Standard Operating Procedures are laid down for Admissions, Examinations, Placements and Extra-curricular activities.

A master chart for the classrooms and laboratories is prepared by the IQAC in the beginning of the academic year with the master timetable to ensure maximum utilization and smooth functioning. Changes, if any, are done only after the Vice Principal's approval. Separate register is maintained for use of auditorium.

Library provides user names and passwords for accessing the subscribed online databases and e-journals. Free internet access and Wi-Fi is provided.

Housekeeping activities are outsourced to keep the campus neat and clean.

Annual maintenance contracts are given to external agencies for computers, printers, scanners, etc.

Sports grounds are hired for outdoor sports activities. Separate coaches are appointed for different sports.

A review of all activities and available infrastructure is taken towards the end of the academic year and the budget for next academic year is prepared on that basis.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://siesce.edu.in/docs/Procedures%20and%20policies.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

7

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

174

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	A. All of the above

File Description	Documents
Link to Institutional website	https://siesce.edu.in/capacity-development-skills-enhancement
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

3132

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	[View File](#)
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

201

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[View File](#)

5.2.2 - Number of outgoing students progressing to higher education

297

File Description	Documents
Upload supporting data for students/alumni	**No File Uploaded**
Details of students who went for higher education	<u>View File</u>
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

158

File Description	Documents
Upload supporting data for students/alumni	<u>View File</u>
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

3

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
Any additional information	<u>View File</u>

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Students' Council consists of the college student leadership team who are selected to run activities of various forums and associations. In view of continued Covid Pandemic, a provisional Extended Students' Council was formed with

division/ class representatives, secretaries and joint secretaries of various forums and associations which organized various events in hybrid mode.

Students are also nominated as Students' Representatives to College Development Committee (CDC) and IQAC to for their suggestions and participation in the development and quality enhancement of the institution.

The list of events organized is as below:

FANTASIES ,Annual Inter-collegiate Cultural Festival

DISHA,The annual Career Fair

SIES Debate (covers both National and International Affairs)

E Summit to kindle the entrepreneurial spirit

EDIT the BScIT fest, Finova the BFM fest, Finatix the BAF fest, Buddhi of BMS and

Nostrum of BBI

Budget Decoded with experts from industry and academia

SIESMIC, the cultural committee organized various programs to promote Indian culture

The Gymkhana organized various sports tournaments and training in Sports, Yoga and Fitness

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

45

File Description	Documents
Report of the event	<u>View File</u>
List of sports and cultural events / competitions organised per year	<u>View File</u>
Upload any additional information	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Financial Assistance

Rs. 9,77,591 received from Alumni and donors which was disbursed to 132 students

Lecture Series

BMS

- **Ms Divya Vaity, Celebrity Relationship Manager at Harvest Online conducted a session on Opportunities in Celebrity Management**
- **Ms Shifa Shaikh, Analyst at Price Waterhouse & Co. LLP conducted a session on Individual Taxation and its Implications on International Migration**
- **Mr. Sairamchandran Trichur, Completed CFA Level 3, and worked at HDFC Bank and Indo-French Chamber of Commerce & Industry (IFCCI) conducted a session on International Trade and Guidance For CFA**
- **Ms Shakshi Shetty, a youtuber conducted a session on How to Earn and Make a Career as a Youtuber**

B.Sc. IT

- **Mr. Akshay Ridlan, Data Engineer, Aligned Automation, an ardent animal lover conducted a session on Voice for Voiceless**

BAF

- **Ms Ayushi Gandhi conducted a session on 'Financial**

Literacy'
- Mr Srinath Iyer conducted a session on 'Reinsurance and career opportunities in Reinsurance'
- Mr. Shaun Pai, Derivative Analyst , conducted a session on 'Basics of Derivative Market'
- Mr. Karan A. Pai and Mr. Rohan Y. Vajirkar from GEPL Capital conducted a session on 'Stock Market-Introduction to Chart Reading'
- Ms Iyer Arya Chidambareswaran conducted a session on 'CAREER in MBA through CAT'

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year | B. 10 Lakhs - 15 Lakhs |

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The vision and mission of the institution is to provide a student centric environment for holistic development. It aims to empower teachers as well so that they can be effective and impactful role models in order to mould students with global competencies.

The college believes in the principles of decentralization and participative management. In order to update and make the curriculum relevant faculty members deliberate with the Board of Studies of the various courses and programs. In house faculty members act as Chairpersons of the BoS based on their subject expertise. He/she coordinates with other faculty and outside experts for curriculum enrichment. They represent their courses and programs and interact with the Academic Council and together they finalise the academic programs of

the college. All BoS activity is collaborative. At the same time, each BoS works independently within the guidelines laid down by the college. The faculty and BoS take decisions regarding curriculum in consonance with University and UGC guidelines. HODs and faculty members together conceptualise and implement the perspective plan in consultation with the IQAC and CDC.

Teacher and student members of committees play an active role in the implementation of the perspective plan and governance of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The grant of autonomy has helped the college to move towards attaining the objectives of NEP. The IQAC provides the framework to departments/committees for planning and executing various activities to incorporate NEP mandate. Hence the committees/departments focus on multidisciplinary activities to enhance employability skills and holistic development. Statutory and Non-Statutory committees are formed. These encompass and promote sports, cultural/literary activities, personality development, mental health, social outreach, gender sensitivity, environmental sustainability and research culture. The approach is collaborative instead of top down. Strengths and abilities of faculty are recognised and they are given the freedom to curate short term courses, training programs for students and faculty.

The college forms an extended student council. Each committee has a core committee of students who are selected based on their talents and abilities, to assist the faculty in giving shape to the college's plans. Committees/ departments along with the student volunteers take the responsibility to conduct programs within the SOP prepared by IQAC. For curricular/extra-curricular activities MoUs with academic/training partners/NGOs are encouraged to introduce

industry and socially relevant issues and trends. This helps to bridge the gap between academics and industry. Student participation and feedback is at the heart of every program.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The perspective plans of the institution are aligned with the mission and vision and are heavily focussed on student and skill development. One of such activities stated in the perspective plan and organized by the IQAC along with the BMS department was a National Level Research Convention on Business Sustainability – Pandemic and Beyond. The entire concept of this convention was to inculcate research aptitude, skills and ethics in the students. Students across courses and programs within and outside the college were provided this platform to understand and experience research. Faculty acted as mentors for groups of students. Different aspects of business sustainability were explored from a student's perspective. This convention helped students to delve into various issues pertaining to business scenario in the new normal. Students were made to go beyond books and classrooms to understand contemporary trends. In the process, they also horned their research, writing and presentation skills. Academics and researchers interacted with the students, judged the research papers and presentations and shared their perspectives.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://siesce.edu.in/docs/1670571912%20Strategic%20plan%20and%20Deployment%20Report%202021-22.pdf
Upload any additional information	**No File Uploaded**

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

The organizational structure of the college consists of the Managing Council, Principal, Vice Principals, Heads of the Departments, Teaching staff and non-teaching staff. It monitors the institutional strategic plan which in turn sets the academic aims and objectives of the institution and identifies the financial and recruitment strategies. The organizational structure aims to improve educational effectiveness through the participation of external members in various committees/boards. Various stakeholders of the institute are members of different committees constituted by the institution. The decision-making procedures are made at appropriate levels in the organizational hierarchy.

The teaching and non-teaching staff have the benefits of PF, Gratuity, Mediclaim and other benefits as applicable. The institution follows transparent promotional policies through Appraisal forms and through Academic Performance Indicators (API). All the recruitments for approved posts are as per the Guidelines of the University of Mumbai.

Grievance redressal committee is formed including Principal, HODs' and teacher's representative who look into matters related to grievances of staff and students. Suggestion/complaint box is kept near the Principal office/Admin office for the same.

File Description	Documents
Paste link to Organogram on the institution webpage	https://siesce.edu.in/organogram
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

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) Documen	View File
Screen shots of user interfaces	**No File Uploaded**
Details of implementation of e-governance in areas of operation	View File
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institution believes in holistic development of its teaching and non-teaching staff. It recognizes and appreciates the efforts of its staff. The institution ensures that adequate attention is given to cater to the personal, academic and overall development of the staff. Teachers are encouraged to complete orientation, refresher programs, short-term courses and Faculty Development Programmes. The faculty members are also encouraged to enrol for programs offered on Swayam and various other MOOC platforms for up skilling. The college also encourages the teaching staff to write and publish research papers and provides reimbursements for the same. The Non-Teaching Staff is encouraged to take part in various training/ workshops to enhance their knowledge in the fields of their work. Duty leaves are sanctioned to the staff for this purpose.

Welfare Schemes for Teaching Staff/Non-Teaching Staff

- **Group Insurance**
- **Gratuity**
- **Staff quota in admissions to SIES Institutions**
- **Incentives for research**
- **Ex gratia for employees for higher studies**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

18

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

7

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<u>View File</u>
Upload any additional information	**No File Uploaded**

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes,

Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

11

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

All financial transactions are carried out as per the guidelines laid down by the management. The Principal and Registrar ensure that they are followed. At the end of every academic year, committees and departments prepare and submit the budget for the activities to be conducted in the next academic year to the office. After a thorough scrutiny, the Principal, forwards the budget to the management, who approves the budget. Funds procured as sponsorships are submitted to the college which issues receipts and payments to vendors. Purchases are routed through SIES Central purchase department. All transactions are duly recorded, irrespective of the volume of the transactions.

The external financial audit is carried out by a Statutory Auditor appointed by the college. Financial audits are conducted every year.

Internal Audit is carried out by individual faculty/ committee/departmental heads as well as the college office to check that processes are followed. The main objective of internal audit is to ensure that the accounts are being properly maintained and the system provides adequate safeguards for detection and prevention of any frauds.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

9.2038

File Description	Documents
Annual statements of accounts	[View File](#)
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	[View File](#)
Any additional information	**No File Uploaded**

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Grants-in-aid from the government and fees from students are the major sources of institutional receipts and funding. Deficits, if any, are taken care of by the management. Income and expenditure statements of all activities in the college are audited.

Mobilization

- **Fee Collection from University-affiliated courses as per norms prescribed by Government/ University**
- **The college has tied up with various government/corporate organisations to offer Certificate, Diploma and Add-on Courses to the students on a revenue sharing basis withcertifying institution.**
- **The college receives sponsorship and donations from corporates, small businesses and other institutions for conducting various events.**
- **Various philanthropic trusts and institutions like Essar Foundation, Nischal Israni Foundation, Seth Bhojraj Hassomal Charitable Trust, etc. provide**

endowments for our students

Utilization of Funds

- **Salary to staff and other expenses of Grant-in aid divisions are incurred out of Grant received from the Government, whereas the expenses of Unaided section are incurred from the fees collected from students.**
- **Other operating expenses include repairs and maintenance, printing and stationery, books and periodicals, sports and cultural activities, electrical charges, water charges, insurance, telephone, travelling etc. All the financial transactions and related statements and books of accounts are duly audited at the end of the financial year.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Faculty Exchange Program and Value Added / Employability /Skill Enhancement courses are two practices institutionalized through IQAC initiatives.

Faculty Exchange Program was extended to PG and UG. It was conducted in association with

- **S.I.E.S (Nerul) College**
- **Patkar and. Varde College**
- **Kirti M. Doongursee College**

The lectures were conducted through MS TEAMS . Ingenious use of on-line mode, effective resource management and positive feedback from teachers and students contributed to the success of the program.

College identified and implemented need based short term courses focusing on life skills and employability. On-line mode of delivery was selected in order to cater to students across the programs. Emphasis was on offering free and reasonably priced programs in view of lock down induced economic hardships. Through collaboration with institutions ,NGOs and CSR initiatives following Courses were conducted

- Tally ERP 9
- Goods & Servics Tax
- Block chain essentials, Design thinking and Cyber security
- 21st Century Workplace skills
- Professional Skills, Explorations into Mindfulness, Cyber Security Essentials
- Digital Marketing
- Research Analyst
- Training for NCFM: Fundamental Analysis Module
- Filling of Income Tax Returns
- Diploma in Accounting and Finance
- Chartered Financial Experts

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Structured feedback on teaching – learning process based on following parameters is obtained for each semester: • Completion of syllabus • Communication Skills • Class interaction • Accessibility of the teacher • Punctuality and Sincerity • Effective delivery of subject knowledge • Ability to generate and sustain interest • Use and Effectiveness of E resources • Support for Examination preparation

The feedback is analysed and meetings are conducted with individual teachers in which measures of improvements are discussed. Teaching learning process is evaluated by students

for all semesters of UG and PG programs.

Students Satisfaction Survey is administered at the end of
the academic year to understand the efficacy of teaching –
learning process along with the support systems and
facilities provided by the college. Survey on curriculum is
also conducted for all the stakeholders – students , teachers
, employers and alumni , based on the following parameters :
• Usage of teaching aids • Improvement in subject knowledge •
Depth of the course content • subject coverage • Employment
orientation • Relevance • Value addition • Participatory
learning and student involvement • Methods of assessment •
Research orientation • Distribution of course content •
Availability of study material • Transformation of a student.
Outcomes are analysed and presented in CDC for discussion.
Valid suggestions are considered for implementation

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://siesce.edu.in/academic-calendar
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

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

The college continuously strives to promote gender equity among its stakeholders and therefore, takes various initiatives. The college organises activities according to the action plan:

Specific facilities provided for women in terms of:

- Safety and security

Due to pandemic, restrictions were imposed on students' entry to the campus. COVID protocol was strictly followed.

Internal Complaints Cell take measures to ensure the safety and security and protects the rights of the women.

Sessions on POSH were conducted to create awareness on what constitutes sexual harassment and prevent instances of sexual harassment. A poster competition was organised to create awareness about sexual harassment and to speak up against it.

- Sakhi Box

A Sakhi box is a drop-box installed to provide an anonymous platform for female students to report harassment and gender discrimination or bullying incidents.

- **Counselling**

Due to COVID restrictions students were given online counselling by in-house faculty whenever required.

- **Common rooms**

Due to social distancing norms during pandemic, common rooms were temporarily closed down. Common rooms will be made available soon for students.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	D. Any 1of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The college assiduously follows its duty to maintain the Earth's beauty. As a part of institutional waste management policies, the college promotes recycling waste today, for a better tomorrow.

The college segregates wet-dry waste and follows the solid waste management directives issued by Brihanmumbai Municipal Corporation. The college initiated 'Mission 6 R' to be free of single-use plastic in with Govt. of India directives. The 6 Rs were refuse, reduce, reuse, repurpose, recycle, and rejuvenate. 'Think Before You Trash It', An Awareness Session

on Plastic Segregation and Management was organized by
Mission6R to sensitize the students. The NSS unit has also
actively participated in a street play on the theme 'Ban on
Plastic', and poster making competition on 'Say No to
Plastic'.

The college has a compost pit for the accumulation of organic
waste. However, due to the pandemic, the canteen facility was
not functional hence, enough waste for compost was not
generated. Nonetheless, since the college was functional in
hybrid mode, paper waste was not generated. The college
strives for better disposal of glassware, metal and plastic
waste. Hence, has tied up with an NGO, Stree Mukti Sanghatana
for the safe disposal of e-waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

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	E. None of the above

File Description	Documents
Geotagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:	C. Any 2 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
Geotagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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	View File
Certification by the auditing agency	View File
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment:

D. Any 1of the above

Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	[View File](#)
Policy documents and brochures on the support to be provided	**No File Uploaded**
Details of the software procured for providing assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

The richness of Indian culture is what keeps its people together. The college is a mini India with its students and staff belonging to different religious, linguistic, cultural and socio-economic backgrounds. The college attempts to make students from all backgrounds feel included before they can achieve togetherness.

Various festivals like Pongal, Ganesh Chaturthi, Eid, Guru Nanak Jayanti, and Christmas, were celebrated enthusiastically in the hybrid mode. Satyanarayan Puja is performed every year. Hindi Diwas, Marathi Bhasha Diwas, Multilingual day, and Tamil Day were also celebrated. National days like Republic Day, Independence Day, Swarnim Vijay Diwas and Gandhi Jayanti were also observed to pay homage to our freedom fighters and martyrs. The vivacity of India is brought to the fore when all the stakeholders

participate, celebrate, understand and appreciate the uniqueness of Indian culture. In 2021- 2022 due to COVID, most of the festivals were celebrated in hybrid mode, reaching out to all stakeholders irrespective of their backgrounds.

The college with its motto, 'Rise with Education', aims to lay the foundation for a dynamic and equitable society with inclusive good quality education. It follows a non-discriminatory policy for the admission of students, and appointment of staff and faculty.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded

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

The constitution is not merely a lawyer's document but a vehicle of life. Its spirit is always the spirit of the ages. Hence the college aims to sensitize students and employees of the institution to adhere to the constitutional obligations. A 'Voters Registration Drive' was conducted, to encourage the youth to vote. Constitutional values of Secularism, Equality, Fundamental Rights and Duties are reinforced through curriculum and extra-curricular activities. Endowments like Nichal Israni Foundation Scholarship, and Seth Bhojraj Hassomal Charitable Trust scholarship are provided to the economically disadvantage students to ensure education for all.

Following the adage 'Vasudhaiva Kutumbakam', S.I.E.S is one family. It welcomes students and staff from different socio-cultural background. The college follows a nondiscriminatory policy in terms of admission and recruitment.

The college observes Independence Day, Republic Day, Swarnim Vijay Diwas and the birth centenary of our great leaders to inculcate patriotism. Activities like Pledge taking ceremony and Essay writing were conducted under Non-Violence week.

Students are encouraged to visit orphanages and attend sessions on gender issues instilling empathy towards differently abled and underprivileged children. Teaching sessions for underprivileged were organized in association with Roti Ghar Foundation. Concerns towards environmental sustainability are fostered through competitions and guest lectures.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	**No File Uploaded**

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized	**A. All of the above**

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

In the spirit of unity, fraternity, peace, and love, the faculty and students of the institution came together and commemorated national and international days.

The feeling of national pride was fostered through the observance of national festivals like Independence Day, Republic Day, Constitution Day, Kargil Vijay Diwas, and Gandhi Jayanti, when we paid homage to our national heroes. Similarly, National Voter's Day, National Youth Day, and Multilingual Day were celebrated to mark the nation's traditions of democracy and unity in diversity.

Awareness of the global issues of growing population, justice, and online safety was raised through the observance of World Population Day, International Justice Day, and Safer Internet Day. Many other international days like Doctors' Day, Women's Day, Yoga Day, World Humanitarian Day, and World Music Day were also celebrated with great enthusiasm.

Although the Covid-19 Pandemic limited the celebration of events, the college ensured that they were observed digitally and in hybrid mode.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	[View File](#)
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

https://siesce.edu.in/iqac/best_practices.php

File Description	Documents
Best practices in the Institutional website	https://siesce.edu.in/iqac/best_practices.php
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

We believe that SIES is a family and sincere, honest and committed relationships strengthen bonds. With a student friendly approach, the Principal and staff always make themselves available and take personal interest in matters concerning student welfare. Accessibility of academic and administrative staff is the hallmark of the college. The college follows an open-door policy for all its stakeholders.

The Principal and college office actively follow up students' and faculty issues with the university and the government, to ensure speedy resolution.

Needy and deserving students are provided with financial assistance by the college in the form of scholarships through with charitable trusts, alumni contributions and endowments. The management also awards the SEAT scholarship to deserving students.

Students are trained to cooperate and collaborate. They're given the autonomy to plan, organize, and execute events with support and guidance from faculty. In this way, they're empowered to develop, leadership, managerial, entrepreneurial and team building skills.

The college offers many add-on courses to the students with aim of skill development and job readiness.

The strong cultural and academic ethos of the college fosters an atmosphere of safety, security and belongingness.

File Description	Documents
Appropriate link in the institutional website	https://siesce.edu.in/iqac/institutional_distinctiveness.php
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

- **To strengthen faculty exchange programmes.**
- **To increase the scope of digitalisation in college activities.**
- **To provide financial assistance to needy and deserving students.**
- **To expand the scope of outreach programmes.**
- **To collaborate for International certifications**
- **To collaborate with Indian and foreign organisations for curriculum up-gradation**
- **To focus on skill enhancement and employability**
- **To introduce credit based value added courses**
- **To increase use of on-line MOOC platform of learning and value added courses**
- **To organize FDPs on implementation of National Education Policy :**
    - **On-line / Hybrid teaching aids**
    - **Integration of Indian Knowledge System and Indian languages for teaching learning**