



Yearly Status Report - 2019-2020

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 own campus		Yes
Phone no/Alternate Phone no.		02224026130
Mobile no.		9869080886
Registered Email		ninar@sies.edu.in
Alternate Email		royninac@yahoo.co.in
Address		Plot no 71/72, T V Chidambaram Marg, Sion East Mumbai
City/Town		Mumbai
State/UT		Maharashtra
Pincode		400022

2. Institutional Status																															
Affiliated / Constituent	Affiliated																														
Type of Institution	Co-education																														
Location	Urban																														
Financial Status	Self financed and grant-in-aid																														
Name of the IQAC co-ordinator/Director	Ms. Sangeeta Kore																														
Phone no/Alternate Phone no.	022224074944																														
Mobile no.	9867255533																														
Registered Email	sangeetak@sies.edu.in																														
Alternate Email	siesceiqac@gmail.com																														
3. Website Address																															
Web-link of the AQAR: (Previous Academic Year)	http://siesce.edu.in/igac/aqar.php																														
4. Whether Academic Calendar prepared during the year																															
	Yes																														
if yes, whether it is uploaded in the institutional website: Weblink :	http://siesce.edu.in/igac/aqar.php																														
5. Accrediation Details																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B++</td> <td>83</td> <td>2005</td> <td>01-Oct-2004</td> <td>30-Sep-2009</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.03</td> <td>2009</td> <td>01-Oct-2009</td> <td>31-Dec-2014</td> </tr> <tr> <td>3</td> <td>A</td> <td>3.02</td> <td>2015</td> <td>01-May-2015</td> <td>30-Apr-2020</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B++	83	2005	01-Oct-2004	30-Sep-2009	2	A	3.03	2009	01-Oct-2009	31-Dec-2014	3	A	3.02	2015	01-May-2015	30-Apr-2020
Cycle	Grade	CGPA	Year of Accrediation	Validity																											
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1	B++	83	2005	01-Oct-2004	30-Sep-2009																										
2	A	3.03	2009	01-Oct-2009	31-Dec-2014																										
3	A	3.02	2015	01-May-2015	30-Apr-2020																										
6. Date of Establishment of IQAC			24-Apr-2005																												
7. Internal Quality Assurance System																															
Quality initiatives by IQAC during the year for promoting quality culture																															
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries																												

No Data Entered/Not Applicable!!!

[View File](#)

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

• Initiated Autonomy process • Increased number of Short Term Courses • Conducted UGC HRDC Refresher Course • Strengthening the Examination system Online Internal Examination , Question paper Audit , Workshop on Question paper seeing , Inhouse Result processing , Timely declaration of Results • Strengthened Internships

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">COLLEGE DEVELOPMENT COMMITTEE</td> <td style="text-align: center;">27-Oct-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	COLLEGE DEVELOPMENT COMMITTEE	27-Oct-2020
Name of Statutory Body	Meeting Date				
COLLEGE DEVELOPMENT COMMITTEE	27-Oct-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	17-Feb-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The institution does have a Management Information system which has been taking care of the processes. The areas where an MIS is in place can be listed as under:</p> <ol style="list-style-type: none"> 1. Planning and development: The College has a dynamic website which is regularly updated with information important to students and other stakeholders. The website is created and maintained centrally by SIES Management. 2. Administration : <ol style="list-style-type: none"> a. The biometric system takes care of the attendance of staff. This actively aids in timekeeping and HR related functions. b. A library management system named KOHA facilitates the effective functioning of the library such as stock keeping, issue and return, cataloguing, periodical entry, generation of purchase order, stock taking report, OPAC search function. c. The college uses electronic devices to capture the attendance and a software to process the attendance of students. d. Admissions of students are done online. e. Bulk messages are sent to parent with crucial information. f. 3. Finance and Accounts: The office is equipped with an ERP system that facilitates the entire accounting function. <ol style="list-style-type: none"> a. Fees are collected online. b. Financial reports are generated using Tally software. c. Application 				

software is used for salary calculations. d. The college encourages online payments. 4. Examination: The result processing is done using a software.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Our college has a systematic approach and believes in planning, and its systematic execution in all its endeavors. The college has a streamlined system, of 'Teaching Plan & Session Plan'. Every teacher maintains a daily as well as monthly record of curriculum delivery. The IQAC has prescribed a standard format in which the records of 'Teaching Plans & Session Plans' are maintained by the teachers. The Teaching Plan is a monthly record of topics to be covered, whereas, a Session Plan is a daily record of the lectures taken, by each faculty in their respective subject, in each of the classes taught. As a practice, mid- semester and end- semester reviews of syllabus completion and curriculum delivery are done. All departments have regular meetings and every department prepares a teaching plan jointly with its department members at the end of the academic year for its implementation in the subsequent academic year. The plan prepared by every department is submitted to IQAC who in turn prepares the consolidated academic calendar and teaching plan for the college. After finalization the consolidated plan is distributed to all heads of the department for implementation. The important details of the plan are given publicity in the prospectus, on the website, also through publicity rounds in the classes, banners and through messages in class Whatsapp groups. The teaching plan takes into account the dates of terms declared by the university, tentative schedules of university examinations, major events of the college and university like the rounds of cultural ,sports and Avishkar research competitions Planning includes identification of learning levels of students, planning of remedial, bridge and add-on courses , planning of workshops and conferences, ordering for textbooks, reference books and journals, dates and methods of teaching and internal evaluation, allocation of workload ,appropriate field activities, guest lectures, project work, internship, departmental events, learning resource mobilization including the e-contents, etc. Each department has its own unique feature and thus the planning process is varied as the nature of courses and programmes are different. Departments like English and Mathematics and Statistics develop work books and tutorial books. For Computer & IT related subjects, faculty prepare and conduct practical, give guidelines for journal preparation and evaluation. Online and social media is used for providing additional content and student interaction. Departments organize field visits taking into consideration syllabi and learning outcomes. IQAC mandates activities to sensitize students and faculty to social issues. Hence, NGO and outreach programmes are also planned and implemented by departments especially for subjects like Foundation Course. The institution's process of curriculum delivery is well planned and well documented which is evident and reflected in its results

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
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Nil	Diploma in GST by GST Centre	15/10/2019	25	Employability	Skill Development
Web Development , JAVA Script and DOT NET Technologies by HOPE Foundation	Nil	10/06/2019	6	Employability	Skill Development
Soft Skill Programme - Discover to Lead	Nil	10/08/2019	8	Employability	Skill Development
Financial Literacy	Nil	12/12/2019	15	Employability	Skill Development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NOT APPLICABLE	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Accountancy	06/06/2019
BMS	Management Studies	06/06/2019
BSc	Information Technology	06/06/2019
BCom	Accounting and Finance	06/06/2019
BCom	Banking and Insurance	06/06/2019
BCom	Financial Markets	06/06/2019
MCom	Accountancy	11/07/2019
MCom	Banking & Finance	15/07/2019
MSc	Information Technology	26/07/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	183	20

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Integrated(PG)	Nil	Nil
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Feedback is a very important part of the process of curricular planning and implementation. The College collects the feedback on curricular aspects of different courses, as prescribed by the university and facilities and services provided from all its stakeholders. The college does a review of the curriculum for each academic year. The college has an efficient IQAC in place to ensure quality consistency and quality enhancement. The feedback given by the stakeholders is analysed and suitable action is taken, so as to satisfy the expectations of students, parents and employers. This further helps us to improve upon and its delivery our curriculum as per the expectations of the stakeholders. The data is analysed and their suggestions are placed before the IQAC for discussion and for possible incorporation in the curriculum. Syllabus review is given by the concerned subject faculty at the end of semester with regard to implementation of syllabus, mode of presentation, lecture material, suggested books, and updated information. Curriculum Overview through an expositive feedback is taken from every out-going batch with regard to syllabus design, faculty sufficiency, campus placements, and infrastructure. For overall development, IQAC focuses on three major aspects, viz., Faculty Performance, Students Support System and Evaluation. The analysis of feedback given on syllabus and curriculum delivery reveals that a majority of the students, alumni and parents are satisfied with the course content and coverage, learning values, quality and relevance of courses and student transformation upon course completion. However, there is a requirement from a section of students, alumni and parents on research focus and preparation for competitive exams to be included in the curriculum. While employers were reasonably satisfied, they suggested, the need to provide more industry oriented knowledge and courses. They also suggested training for successful placements. The college has organized several short term skill enhancement courses to bridge the gap between industry requirements and the curriculum. Placement and internship drives have also been intensified. Training for industry certification has been initiated. After collecting and assessing the feedback from the various stakeholders on curriculum aspects, valuable suggestions are collated and presented to various Boards of Studies and other forums at university level for possible changes and improvements in curriculum design. The various committees effectively implement the co- curricular and extra - curricular activities for holistic development. The college makes efforts to integrate socially relevant issues into the curriculum with the help of the different cells functioning in the college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2551	217	39	Nil	3

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
41	41	5	22	6	12
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

All teachers are approachable. The principal also follows an open door policy and is accessible to both students and teachers. Teachers guide the students with their career choices, competitive exams, etc. Teacher mentors are assigned groups of students. Scheduled as well as unscheduled meetings with students take place from time-to-time to discuss personal issues, offer suggestions and also refer them to the college counsellor. Teachers also mentor students in the conduct of various extra- curricular activities. This way, teacher mentor also prepares them to face the corporate world with basic skills like communication, leadership, time management, resource management etc. One instance of inculcating leadership skills in students is the Buddy System. In each class, for every ten students, one student is selected as a buddy. The job of the buddy is to be the point of contact to discuss the problems faced by the students. The teacher mentor also reaches out to the class through the Buddy. The buddies report to the teacher mentors. The students whose issues cannot be effectively tackled by the mentors are referred to the college counsellor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2770	42	1:66

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
30	42	Nil	4	6

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

We follow the evaluation pattern framed by the University. The college conducts an internal test of 20 marks per semester for all subjects across the courses. Online Internal exams were conducted on a trial basis for the aided B.Com section this year, in both the terms for all classes in all subjects. This was done over and above the class tests, tutorials, assignments, group discussions, case studies, presentations which the subject teachers conduct for their respective subjects. FC projects undertaken by students help to initiate community outreach programs through student - NGO association. This sensitizes the students about various social issues. Academic and examination audit ensures the sanctity of the examination process. The CIE system is time-bound and adheres to the academic calendar.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The affiliating university declares the term dates at the beginning of the academic year. Thereafter, the Principal, IQAC coordinator, Vice Principals and members of examination committee work together to meticulously prepare the calendar by taking into account the instructional days/long breaks/short breaks/holidays/youth festivals/schedules of university examinations and major annual co-curricular and extracurricular activities viz. NSS/NCC camps. The proposed examination schedules, incorporated in the academic calendar of the college, are uploaded on the college website. The final examination time-table is given wide publicity through display on notice board and college website, well in advance. The paper pattern and module wise distribution of the marks are announced by the individual subject teachers in their sessions from time to time and during revision sessions. The external and internal examinations are conducted by the college on behalf of the University, except the final year semester end examinations, which are conducted by the University. The college prepares the time table and seating arrangement which are conveyed to the students through notices. Invigilation duties are conveyed to the faculty through duty slips. The examination calendar is synchronized with the academic calendar to ensure that the college completes the curriculum and conducts examination on time as per University and college schedule.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://siesce.edu.in/academics/programs_outcomes.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://siesce.edu.in/igac/student_satisfaction_survey_report.php

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Guest lecture on Road to Entrepreneurship by Mr. Pratik Hinduja, the CEO of Shubhkart.com	Entrepreneurship Cell	07/04/2019
Road to Entrepreneurship Journey	Entrepreneurship Cell and BMS	07/04/2019
Entrepreneurship development program by Sparrows Sprout	BMS	29/06/2019
How to write Research proposal for degree college teachers	Research centre	13/07/2019
How to gain experience and pocket money while in college	Internship Cell	13/07/2019
BUDGET decoded 2019	BMS	17/07/2019
Observance of Bank Nationalisation Day	BMS	19/07/2019
Orientation by Connecting	Entrepreneurship Cell and	19/07/2019

Dreams Foundation	BMS	
Guest lecture by Ms. Sheetal Shetty, the representative of Connecting Dreams Foundation on the opportunities Connecting Dreams gives to students..	Entrepreneurship Cell	19/07/2019
Guest lecture by Dr. Rakhi Sharma, HOD-management studies at Jai Hind College, Mentor-Startup India on the topic of Blue Ocean Strategy.	Entrepreneurship Cell	25/07/2019
RTI-Law of Perjury lecture by Lawyer Abhishek Bhatt	BMS	26/07/2019
Orientation for NGO activities by Kotak Education Services	BMS	30/07/2019
FineAns - case study competition	BMS and Internship Cell	13/08/2020
Guest lecture by Mr. Omkar Pandharkame, Entrepreneurship Evangelist Program Director at ISME on the topic of Building a Startup.	Entrepreneurship Cell	18/08/2019
Google Analytics	Internship Cell	19/08/2019
Rashmi Iyengar- Careers in Banking and Finance Industry in India and abroad.	B.Com (Banking and Insurance)	26/08/2019
Preparation of Effective CV	Internship Cell	19/09/2019
Use of internet resources in Research - Dr. Peter Cunningham, sith Africa	Staff Students research cell	30/11/2019
E-Cell formed a contingent for a lecture delivered by Capt. Raghu Raman, Capt. Raghu Raman at KIRAN	Entrepreneurship Cell	08/12/2019
How to write a book review by Mr. Nigel and Sophia	Staff Students Research cell	14/12/2019
A guest lecture on Corporate Etiquettes and Transition from 1. College to Corporate 2.	B.Com (Banking and Insurance)	14/12/2019

Corporate Ethics Speakers: Harish Ramchandran and Sridhar Narayan		
Hypothesis Testing in R	M.Sc (IT)	17/12/2019
Youth in politics	Commerce Forum	20/01/2020
Quest to find the right career	Commerce Forum	20/01/2020
Art of Personal Branding	Commerce Forum	20/01/2020
The Best Country to give you Global Platform	Commerce Forum	20/01/2020
Go Global with career in Hospitality and Tourism	Commerce Forum	20/01/2020
Guest lecture by Mr. Uday Wankawala, CEO-AIC RMP on Entrepreneurship Cell the topic of Idea Generation	Entrepreneurship Cell	20/01/2020
At the E-Summit, hosted at SIES CE, by Mr. Nikhil Desai, Motivational Speaker Trainer on the topic of Fall,Get up,Repeat.	Entrepreneurship Cell	20/01/2020
At the E-Summit, hosted at SIES CE, by Mr. Prashant Kohli, Creative director -GLITCH on the topic of Ingenuity in digital Advertising	Entrepreneurship Cell	20/01/2020
At the E-Summit, hosted at SIES CE, by Mr. Amitava Pal, Associate Dean at IISM, Mentor at NITI Aayog on the topic of Forming big brand from scratch.	Entrepreneurship Cell	20/01/2020
At the E-Summit, hosted at SIES CE, a lecture by Mr. Rasesh Rambhia, Corporate Strategy, SME vision and goal setting, sales and marketing, Brand Management on the topic of Brands in India.	Entrepreneurship Cell	20/01/2020
Mind Mapping through Competitive exams	Commerce Forum	21/01/2020
Business in Fashion	Commerce Forum	21/01/2020
Careers in Digital Marketing	Commerce Forum	21/01/2020
SEBI and Capital Markets	B.Com (FM)	22/01/2020
Basic Investment Planning	B.Com (FM)	22/01/2020

Financial Risk Management for Startups	B.Com (FM)	22/01/2020
Entrepreneurship and Ark-Blockchain Technology	B.Sc (IT)	31/01/2020
Interview Skills	Internship Cell	02/02/2020
YouTube video on the topic "Interactive session on Jobs Internships for the Batch of 2020 2021 - Steering the Bumpy Road ahead	Internship Cell	28/04/2020
Orientation session for students selected by IKS Limited.Speaker: Ms. Monali Gajbe	Placement Committee	14/05/2020
Job Placements in India post COVID- Challenges and Opportunities for fresh graduates Speakers: Mr. Kalyansundaram Iyer Mr. Sridhar Narayan	B.Com (Banking Insurance)	17/05/2020
Interpretation of financial statements, the auditors way!	BMS	22/05/2020
Vision and Perseverance - a Powerful Combination - Ms. Tanvee Mehta and Rishabh Jain	B.Com (Banking Insurance)	24/05/2020
Securitization - How it has changed the way we trade!	BMS	28/05/2020
Mr. Pradeep Chnadraseskaran on topic of 'Untapped Opportunities in Insurance, Banking and Finance Sector'	B.Com (Banking Insurance)	04/07/2020
Research paper writing workshop	Staff and students Research cell	18/07/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nil	NA
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Commerce	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
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No Data Entered/Not Applicable !!!

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
E-Waste Collection Drive	Green Certificate	Stree Mukti Sangathana	55
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	Nil	Nil	Nil
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
28.15	290.78

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Fully	19.11.00.000	2014

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	177	4	177	2	0	20	0	50	0
Added	0	0	0	0	0	0	0	80	0
Total	177	4	177	2	0	20	0	130	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

130 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/1%20PPT%20Accounting%20of%20Transactions%20of%20For%20eign%20Currency%20_27170.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/2%20PPT%20Accounting%20of%20Transactions%20of%20For%20eign%20Currency%20_50796.pdf

COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/3%20PPT%20Accounting%20of%20Transactions%20of%20Foreign%20Currency%20_68829.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/1%20Accounting%20of%20Transactions%20of%20Foreign%20Currency%20%20Questions%20for%20Practice_35394.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/4%20PPT%20Accounting%20of%20Transactions%20of%20Foreign%20Currency%20_51842.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/2%20Accounting%20of%20Transactions%20of%20Foreign%20Currency%20%20Questions%20for%20Practice_99160.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/3%20Accounting%20of%20Transactions%20of%20Foreign%20Currency%20Questions%20for%20Practice_93510.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/5%20PPT%20Accounting%20of%20Transactions%20of%20Foreign%20Currency%20_57273.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/6%20PPT%20Accounting%20of%20Transactions%20of%20Foreign%20Currency_39762.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/2%20Piecemeal%20Distribution%20of%20Cash_81524.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/1%20Piecemeal%20Distribution%20of%20Cash_95430.pdf
COMPUTER LAB/ LAPTOP	https://bit.ly/SyllabusSybafSem3FA3
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COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/2%20PPT%20Underwriting%20of%20Shares%20and%20Debentures_71719.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/1%20Underwriting%20of%20Shares%20and%20Debentures%200Questions%20for%20Practice_17343.pdf
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	ting%20of%20Shares%20and%20Debentures%20Questions%20for%20Practice_17343.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/3%20PPT%20Underwriting%20of%20Shares%20and%20Debentures_22188.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/4%20PPT%20Underwriting%20of%20Shares%20and%20Debentures_72622.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/5%20PPT%20Underwriting%20of%20Shares%20and%20Debentures_21071.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/6%20PPT%20Underwriting%20of%20Shares%20and%20Debentures_50089.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/5%20Underwriting%20of%20Shares%20and%20Debentures%20-%20Questions%20for%20Practice_52131.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/6%20Underwriting%20of%20Shares%20and%20Debentures%20-%20Questions%20for%20Practice_56541.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/1%20PPT%20Buy%20Back%20of%20Shares_65072.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/2%20PPT%20Buy%20Back%20of%20Shares_85866.pdf
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COMPUTER LAB/ LAPTOP	https://bit.ly/2UnderwritingofSharesandDebentures
COMPUTER LAB/ LAPTOP	https://bit.ly/1TestVideoUnderwritingofSharesandDebentures
COMPUTER LAB/ LAPTOP	https://bit.ly/3UnderwritingofSharesandDebentures
COMPUTER LAB/ LAPTOP	https://bit.ly/SyllabusTYBAFSemFA5
COMPUTER LAB/ LAPTOP	https://bit.ly/SyllabusTYBAFSem5FM2
COMPUTER LAB/ LAPTOP	https://bit.ly/4UnderwritingofSharesandDebentures

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COMPUTER LAB/ LAPTOP	http://www.siesce.edu.in/e_resources/download_notes.php
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/Data%20Structures:%20Introduction_46183.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/Data%20Structures:%20Array_26042.pdf
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COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/Hash%20techniques_49999.pptx
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/Data%20Structures:%20Linked%20List_39832.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/Next%20Generation%20Technologies:%20Big%20Data_80183.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/Next%20Generation%20Technologies:%20NoSQL_65954.pdf
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/Next%20Generation%20Technologies:%20Introduction%20to%20MongoDB_48765.pdf
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COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/WORK%20TEAMS_83635.ppt
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COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/Set%20Theory_79195.pdf
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COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/Number%20Theory_47920.pdf
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COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/Matrices%20Notes%20Link_47657.docx
COMPUTER LAB/ LAPTOP	http://siesce.edu.in/notes/Differential%20Equations%20Notes%20Link_34208.docx
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COMPUTER LAB/ LAPTOP	http://www.siesce.edu.in/notes/PROFITS%20PRIOR%20TO%20INCORPORATION_18020.pptx
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COMPUTER LAB/ LAPTOP	http://www.siesce.edu.in/notes/Cash%20Flow%20Statement-Concepts%20and%20Working_82778.docx
COMPUTER LAB/ LAPTOP	https://www.youtube.com/watch?v=kUOnZfOF3bI&t=2606s
COMPUTER LAB/ LAPTOP	https://www.youtube.com/watch?v=SeHFYLkeowA
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4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
10.51	9.12	74.56	345.77

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Institute has a well drafted policy for the use and maintenance of all facilities provided on the Campus. Details of the academic and support facilities are provided to the students through the Prospectus which is given to all the first year students at the time of admission. The 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. Academic facilities: 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. Computers: Annual maintenance contracts are given for computers, printers, scanners, etc. Anti-virus softwares are installed in all machines. Only Licensed versions of softwares are used. All equipments are under maintenance contracts with external agencies. Sports grounds are hired whenever necessary for outdoor sports activities. Separate coaches are appointed for different sports. Different committees organize co-curricular and extra-curricular activities and encourage students to participate in activities at university, state and national level. 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.

http://siesce.edu.in/academics/policy_and_procedure.php

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	25

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Students' Council is a 'Power House' of student activities, consisting of young emerging leaders, who are selected by various forums and associations, as per university norms. They play a vital role in organising and successfully conducting various events. In order to give an opportunity to a larger group of students to enhance their leadership skills, an extended Students' Council is formed with division/ class representatives of all classes, secretaries and joint secretaries of various forums and associations such as NSS, Gymkhana, DLLE, Cultural, WDC, Speakers' Forum, Commerce Forum, Rotaract Club, Nature Club, Magazine committee, Marathi Vangmay Mandal and the like. The teachers, acting as mentors, contribute towards its optimum functioning. Students are also nominated as Students' representatives to College Development Committee (CDC) and IQAC. The youth is the future of tomorrow, and in order to ensure that apart from academics the students also get an opportunity to showcase their talents, leadership qualities, organisational skills, public speaking, administrative skills, PR skills, literary and artistic skills, various college fests and activities are organised. These are • Annual cultural festival, FANTASIES: To celebrate and showcase literary and performing arts talents. • DISHA: The annual career fair focuses on a wide range of career and higher study opportunities. • SIES International Model United Nations and SIES debate enables students to hone their public speaking and debating skills in both National and international affairs • E Summit, Fiontrai, Food fest and Annapurna project made an effort to kindle the entrepreneurial spirit among students • EDIT the BScIT fest, Vitth the BBI fest, Finova the BFM fest, Finatix the BAF fest, FineAns and ADMANIA the BMS fests, together provided understanding and exposure to the world of IT, Banking, Finance, Accounting, Financial markets, through guest and expert lectures novel inter and intra college competitions case analysis and student presentations. Students were able to hone their subject knowledge, creative and analytical skills. At the Round-table Budget Decoded session, experts from industry and academia participated to provide an informed perspective to our students on the economic policies and their impact. The feedback and responses of the judges and speakers played a pivotal role in training and inspiring our students to aim to excel.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association, registered in 2009, has functioned actively since then. It's a matter of great pride for the college to see the alumni well placed and successful in various sectors, corporate sectors, education, professional bodies, NGOs and as entrepreneurs, in India and abroad. They contribute to college for a number of activities including their interaction with students as guest lecturers and at seminars. They provide effective career counselling by apprising students of the prevailing industry scenarios. Alumni, who are

University rank holders and professional achievers are introduced to forthcoming batches as academic guides, to share their learning curve and journey to success by sharing their experiences. They boost the morale of our students. Talented alumni provide valuable support for training students in cultural activities, thus contributing to their growth apart from academics. In order to ensure that lack of finances do not cause a hindrance towards achieving academic qualification, successful alumni sponsor fees for deserving students. They also act as festival and event sponsors to support student activities. Talented alumni provide an orientation to the next generation of students as festival organizers. They also liaison support as well as, themselves, being sponsors, thus contributing to the best possible interests. Alumni who have carved a niche for themselves in the art, culture and entertainment and corporate fields are invited to judge cultural and literary festivals launched by the college and are even invited as chief guests at the annual convocation ceremony, thus projecting as role models worthy of emulation.

5.4.2 – No. of enrolled Alumni:

1875

5.4.3 – Alumni contribution during the year (in Rupees) :

63675

5.4.4 – Meetings/activities organized by Alumni Association :

- Advocate Abhishek Bhatt , BMS Alumnus conducted session on ` RTI - The Law of Perjury' for TYBMS students on 26th July , 2019
- Ms. Pravina Vaidyan - Asst. Manager , NOVOTEL Hotel , Juhu , BMS Alumnus , conducted session on ` Corporate Communication Public Relations' for TYBMS on 18th July , 2019
- Ms. Rashmi Iyengar BBI alumnus , conducted session on ` Careers in Banking and Finance Industry in India and Abroad for BBI , MCom (BF) students on 26th August , 2019
- Ms. Pooja Sahitya BBI alumnus , conducted 30 hrs. soft skill training program ` Discover to Lead ` for BBI students from 10th August , 2019 to 27th January , 2020
- Ms. Josephine Mathews BBI alumnus joined as a visiting faculty in B.Com (Banking Insurance) Course
- Mr. Shashank Udupa , Founder AVALON Labs , BFM alumnus conducted session on ` Financial Risk Management for Start-ups for BFM students on 22nd February , 2020
- Ms. Varsha Lund B.Com. alumnus joined as a visiting faculty in B.Com Course
- Ms. Natalia George B.Com. alumnus was a judge at S.I.E.S. Inter -collegiate Debate Competition. On 25th January ,2020.
- Mr. Tejas Shridhar, a BMS alumnus was an Executive Board member at the SIES International Model United Nations, 2019.
- The Students' competition "Buddhi" had alumni participation as judges .
- The 1994 Graduate batch of students completed 25 years of graduation and had a get together in the college to mark the event. Teachers were also felicitated in this program.
- Alumni members have sponsored college fees of Rs. 36,984 for economically weak students.
- The college development committee has alumni representation and they provide valuable inputs.
- The College had organized a Refresher Course for Faculties in association with HRDC, University of Mumbai . The following alumni working in senior positions in industry/academics shared their valuable experience as resource persons for Refresher Course.
 - o Mr. Arun Iyer, Founder and Creative Partner at Spring Marketing Capital - Topic - Advertising in a VUCA world
 - o Mr. Sivaramkrishnan - Topic- Infrastructure financing in India
 - o Mr. Gayatri Sundaram Mudlye, Head, Content and experience marketing, KidZania - Topic - Content marketing in a VUCA world
 - o Dr. Preeta Menon, Head, Symbiosis Centre for Behavioural Studies - Topic - Consumer behaviour trends in a VUCA world
 - o Mr. Yogesh Chande, Partner at Shardul Amarchand Mangaldas and Co. - Topic- Legal environment in a VUCA world.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

At the helm of governing the affairs of the college is the College Development Committee (CDC) and Internal Quality Assurance Cell (IQAC). Together, they chalk out the roadmap for each academic year, with a blueprint of dates and events that ensures a seamless and uninterrupted flow of both curricular and extra - curricular activities. The administration believes in the principle of decentralization and accordingly, the two bodies have representation from across the hierarchal chain of command i.e from management to student. Regular meetings are conducted so that member participation and review allow for effective decision making and implementation. Working in tandem with them, are the 30 statutory and non-statutory committees of the college. Keeping with UGC, University and Government mandate and norms, these committees ideate and execute a whole host of academic and extra-curricular activities. Abiding by the principle of decentralization, each committee has a student body which carries out the various activities, guided by the concerned chairperson and faculty members. Student leadership and membership in organizing committees has long been part of our college fabric. The student representatives are themselves tasked with creating a structure that defines roles and responsibilities. Each of these student committees has a chairperson, who is selected by both students, to allow for better communication and co-ordination so that all events like career fest, annual day inter-collegiate events are carried out in a regulated manner. Such a flat hierarchal approach, encourages student participation that warrants timely completion and achieving pre-defined objectives. It also nurtures and strengthens team and financial management along with the PR and administrative skills of the students. A similar approach is also adopted amongst the administrative and teaching staff. At the departmental level, the concerned HOD / Coordinator oversees administrative duties such as student result processing, preparing semester teaching plan, hiring qualified visiting faculty as well as conducting the departmental festival. The faculty members focus more on student centric duties like field and industrial visits, placements and internships, value added courses etc. Coordinators and staff members engage diagonally to guide and assist each other so that individual strengths and abilities can be harnessed for positive outcomes. Staff members are also active across other student centric activities. In the NSS, for example, while the PO chalks out the annual plan, faculty members from different courses lend their personal and professional expertise. They actively participate in Blood Donation camps, Swachatta Abhiyan programs etc and accompany students to the annual NSS residential camp.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The college follows the merit list based protocol and the initial processing is completed via the online mode. Keeping with the State Government guidelines, our college follows the linguistic minority protocols where 85 of the seats are equally divided

amongst the Tamil minority and the open category, which includes physically handicapped (3), students showing proficiency in Sports , Cultural etc. 15 is reserved for management quota.

Industry Interaction / Collaboration

The college makes sustained efforts to invite eminent speakers to share their invaluable experience and insights, so that the students are also attuned with the workings of industry. Seminars and budget sessions are convened to decode for students' understanding. The college taps the alumni to assist in providing internships or articleship to the students as well as interacting with the students to further industry exposure and understanding. That, along with industrial visits prove to be a fruitful learning experience for the students.

Human Resource Management

The institution recognizes the fact that effective human resource practices are crucial for the growth of the institution. To achieve maximum goals, frequent training programs are held. Exercises to raise morale and productivity are encouraged. Gestures acknowledging commitment and achievements are made. The institution strives to maintain University remuneration norms along with providing fringe benefits like maternity leave, health insurance, study leave etc.

Library, ICT and Physical Infrastructure / Instrumentation

Our library makes a plethora of resources accessible to the teachers as well as students. In order to provide conducive teaching and learning outcomes, every classroom is equipped with audio-visual devices and an upgraded wifi network access. The continuous upgrading of the computer lab oratories ensures an optimum practical experience. Furthermore, an effective extranet access facilitates sharing among sister institutes.

Research and Development

In order to inculcate the spirit of research among the faculty and students, the Research Cell conducts seminars, workshops and other programs at regular intervals. The college management provides centralized training facilities for research. With the guidance of the senior faculty, the teachers are encouraged to participate in conferences and write research

papers where the college grants duty leave along with reimbursement to ensure optimum performance and outcome. Our faculty also contributes their expertise in the research advisory committees of reputed institutions and publications. Our faculty are Ph.D research guides referees. The college is a recognized Ph.D center.

Examination and Evaluation

The students are evaluated as per their performance in each semester. The faculty ensures that the verification and auditing done at every level confirms error free assessments. The class tests and internal tests ensure that the students are constantly monitored with regard to their performance and are encouraged to perform better. The masking of answer sheets assist in an unbiased assessment. The annual exam calendar facilitates smooth communication among the faculty as well as the students. A number of faculty members serve as chairpersons, moderators and examiners at the University level.

Teaching and Learning

Efforts to transform the four walls of the classroom into a haven of learning and innovation are of paramount importance to the institution. The college takes measures to diversify the learning methodology through innovative use of ICT in classrooms. Special lectures are conducted by experienced professionals across various fields, relevant to the needs of the students. Special initiatives like anecdote retelling, use of softwares like Menti to engage in quizzes and logic games that amplify interaction and understanding, are part of the process. To better equip them with soft skills, mock sessions of interviews, meetings, group discussions are organized. Tutorials and practicals provide additional inputs for conceptual learning

Curriculum Development

The college has charted a constructive course outline that ensures best results. The University of Mumbai upgrades the syllabi at regular intervals. To facilitate optimum teaching learning, the college ensures upgradation by encouraging faculty to attend seminars workshops. As many faculty members are associated with Board of Studies, it aids in better

planning and outcome of curriculum objectives.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The College has a dynamic website which is regularly updated with information important to students and other stakeholders. The website is maintained by the college website committee. New ERP system will be implemented from 20-21.
Administration	a. The biometric system takes care of the attendance of staff. This actively aids in timekeeping and HR related functions. b. A library management system named KOHA facilitates the effective functioning of the library such as stock keeping, issue and return, cataloguing, periodical entry, generation of purchase order, stock taking report, OPAC search function. c. The college uses electronic devices to capture the attendance and a software to process the attendance of students. d. Admissions of students are done online. e. Bulk messages are sent to parent with crucial information.
Finance and Accounts	The office is equipped with an ERP system that facilitates the entire accounting function. a. Fees are collected online. b. Financial reports are generated using Tally software. c. Application software is used for salary calculations. d. The college encourages online payments
Student Admission and Support	a. Admissions of students are done online. b. The college uses a software to process the attendance of students c. Library automation through KOHA d. easy accessibility of books and journals through OPAC. e. Online databases are subscribed.
Examination	On line internal examination is conducted. In-house result processing is done using a software

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
30	13	28	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Pay scales for Self Financing teachers, Group Insurance, Gratuity, Admission policy for wards of Staff	Group Insurance, Admission Policy for wards of Staff, Gratuity	Group Insurance, Scholarship from SIES trust, Endowment prizes, Book Bank facility for Economically Backward Students

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college recognizes the importance of financial planning and accordingly, it makes sure that all related matters are planned well in advance so that the necessary funds can be procured and allocated with minimal delay. Therefore, all budgets, committee or departmental, are prepared before hand and handed over to the IQAC who then chart out the expected budget for the ensuing academic year. Thereafter, it is subject to the management's approval and once it is approved, it is forwarded to the college administration for the next stage. Orders are placed through a central purchase department through quotes and tenders. The appointed Statutory Auditor carries out the financial audit yearly. Extra-curricular activities are supported by management, government funds and sponsorships. Receipts are issued and archived for the same. At the close of every activity, the concerned committee and faculty members submit details which are scrutinized by the college office for settlement of accounts. Elaborating the process mentioned above, prior to any college event, the necessary funds are mobilized by the students, details of which are handed over

to the college office, after the supervising faculty member's acknowledgement. Transactions are accounted for receipts issued. Payments, for any event, are made directly by the college to the concerned persons/vendors. Before any payment is authorized, it is first verified by the faculty in charge and then approved by the Principal. At the end of the event, the students along with the faculty heads prepare the final accounts, where all expenses and incomes have to be shown along with proofs such as bills and letters. If there remains a surplus, it is transferred to the college. The accounts are then submitted to the accounts head, who after verification, closes the account. There is no differentiation in the processing, irrespective of the size and nature of the transaction, thus ensuring uniformity and transparency.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

2267580

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Academic Audit University of Mumbai, Question paper Audit Experts from University affiliated colleges	Yes	Vice Principals / Co-ordinators / Heads of the Departments
Administrative	Yes	V. Shankar Aiyer Co.	Yes	South Indian Education Society

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

<ul style="list-style-type: none"> • Parent representative on IQAC - Mr.Ajay Karande , father of Ms. Harshada Karande is a parent representative on IQAC • Mr. Tarun Aiyer , father of Ms. Tanushree Aiyer was a panelist at 'Budget Analysis' session on the 26th February , 2020 • Mr. A.O. Bashir , Chief Manager , R.B.I. , father of Ms. Arisha was the Chief Guest for Convocation Ceremony
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6.5.3 – Development programmes for support staff (at least three)

<ul style="list-style-type: none"> • Workshop on Digital Transformation Autonomy on 7th December ,2019 • Workshop on Document Management System on 10th December ,2019 • Workshop on Posh-Prevention of Sexual Harassment at Workplace on 17th January , 2020 • Healthcare Checkup camp - 23rd January , 2020 • Workshop on Planning Prioritising on 18th February ,2020.
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

• Increase in number of certificate courses • Conducted refresher course on behalf of UGC , HRDC , University of Mumbai • Strengthen internships • Question paper audit • Workshop on question paper setting • Initiated Entrepreneurship Summit

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Inappropriate Behaviour at work place in collaboration with Dosti House, US consulate	24/07/2019	24/07/2019	9	13
Gender equity program- The Next Gender	13/09/2019	13/09/2019	19	16
Balanced Nutrition Seminar	16/09/2019	16/09/2019	25	23
Swachh Bharat Abhiyan at College	02/10/2019	02/10/2019	3	3
Breaking the Myth 2.0	05/10/2019	05/10/2019	37	28
Sexual Harassment Seminar	24/01/2020	24/01/2020	33	17
Safe Campus Program	23/02/2020	23/02/2020	28	22
Women Empowerment Program	26/02/2020	26/02/2020	50	Nil

community

No Data Entered/Not Applicable !!!

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus for students	08/04/2019	Awareness is created during orientation and Induction programs. Parent teacher meeting about code of conduct , Examination , Unfair means Rules , Anti Ragging , Sexual Harassment is conducted
Code of conduct for teachers as prescribed by UGC Notification No. F.3-1/2009	10/06/2019	New entrants are informed by Heads of the Departments/ Co-ordinators , Registrar , Librarian about rules , regulation and service benefits.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Sustained effort is made to move towards making the campus environment friendly .The objectives of the top management has been to constantly promote sustainable practices and activities that enhance the green quotient of the institution. The college strives to reduce carbon print by encouraging staff and students to adopt green initiatives and energy conservation practices in every- day life. The college is working towards implementing Green campus. Following are some of the eco- friendly initiatives: 1. The college promotes E-Submission of projects for various subjects. 2. Study Material is shared by teachers electronically. 3. Internal exams for B.com were held online. 4. Internal and external correspondence is electronic through the official email . 5. Active use of social media for dissemination of information to students 6. High utilization of LED or compact fluorescent bulbs. 7. Signage to switch all electronic devices are mentioned in all the classrooms, labs, conference room, Auditorium and office space. 8. Use of only energy star compliant computers and equipment. 9. E waste awareness and collection drives are held inside and outside the campus. 10. The college has been certified as a green campus for its initiative on participating in the collection of e waste by the NGO Streemukti Sangathan 11. Segregation of dry and wet waste.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The college creates an environment for students to develop a social consciousness along with analytical skills communication skills leadership skills collaborative skills problem solving skills etc. Our two best practices REACH and Swayam Prabha focus on social outreach and capacity building

respectively. Social outreach: REACH SIES is committed to social responsibility. In keeping with its motto: Rise with Education, the college's ISR activities are aimed at providing a safe and secure learning environment for Adivasi and under-privileged children. One such project is the Gothegar Ashramshala project. From fund collection to field work, teachers and students actively participate and contribute to fulfil the objectives of providing a brighter future. In order to sensitize the youth towards social concerns the college also mandates that college fests and activities have a social outreach component. Courses collaborate with NGOs to fulfil this objective. In the subject of Foundation Course, students work with NGOs as a part of project work component. The NGOs encompass concerns of underprivileged children, special children, women's issues, elder care, environment issues, stray dogs and animal welfare, health and wellbeing issues across the city. The students were associated with the following NGOs for outreach activities: 1. The Bombay Young Mens Christian Association 2. Rajawadi Hospital 3. Child vision foundation 4. Khushiyaan Foundation 5. Indian cancer society 6. Aditya jyot hospital 7. Chembur childrens home 8. Welfare of stray dogs 9. Don B. osco shelter 10. NGO SHUDDHI 11. KOTAK EDUCATION FOUNDATION 12. NGO SHED 13. Access Life 14. Vatsalya trust 15. Jeevan Jyot Cancer Relief Care Trust 16. Paraplegic Foundation (Sion Hospital) 17. Magician Foundation India 18. Society for Human and Environmental Development 19. Karmayogi Charitable Trust 20. We Change 21. Nirmal Jyot 22. Pratham 23. Stree Mukti Sangathan 24. Shri Ramchandra Love and Care 25. Inner Wheel Club of Mumbai 26. We rise Foundation (Old Age home) 27. RAWW Resqink Association for Wildlife Welfare 28. Sevadham special school 29. Earth Angels Welfare Foundation. Capacity building: Swayam Prabha • Web development, JavaScript, Dotnet Technologies for BScIT students. • 80 hours Placement Training Program by Antarang Career Ready Foundation • GST Beginners and Diploma Course • Discover to Lead - Soft Skills program • Financial Literacy Program • Tally ERP program • Career Fest - Disha, as a roadmap for career opportunities • Internship Fair • E-Summit organised by entrepreneurship cell • College fests and departmental events FANTASIES - Inter College Cultural Fest, EDIT - BScIT fest, Fiontra and Vitth - BBI fests, Finova the BFM fest, Finatix the BAF fest, Fineans and ADMANIA - BMS fests, Model United Nations, Budget Decoded 2019, Data science seminar, Mental Maths seminar, Digital Marketing workshop, CAT CET seminar, Entrepreneurship and Blockchain technologies, Hands - on sessions on Web Application Development Process, CGAT - Corporate Bridge General Aptitude test, NIIT aptitude test All the above courses, events and activities together provide a training ground for enhancing capabilities of students and teachers alike as they work together as mentor and mentee to transfer concepts from textbooks to real life applications.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://siesce.edu.in/igac/best_practices.php

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college is committed to the health and well-being of its students, teaching and non-teaching staff. It focuses on the physical, emotional and mental factors that contribute to health and wellness. The spiritual quotient is also taken into consideration for a more holistic approach. To ensure that basic hygiene practices are followed, facility management services ensure cleanliness and sanitization of the premises. Drinking water quality is also tested from time to time. Health check-up for non-teaching staff was conducted. A webinar was organized to observe World Health and Safety Day. World Immunization Day was observed by organizing a national level quiz on Pandemics, Epidemics and

Importance of Immunization. A quiz competition on Covid- 19 was organized to create awareness among students. An online workshop on breathing techniques for boosting immunity, was organized for team SIES. Counselling services, Mentoring, Buddy system and an open door policy helps students and their parents deal with emotional health issues. The college provides free counselling services through a specially appointed college counsellor. Students and parents are briefed about the counselling services during the orientation/ induction process by the college counsellor and informed that they can directly approach the Principal, faculty or counsellor with their problems. The counselling committee organised, Antarman - An intra- collegiate interactive programme on mental health and well- being, and conducted various events such as Poster making, elocution and essay writing on the themes: Mental health and social media, status of mental health in India, substance abuse etc. Students across courses participated in these events. These activities helped to sensitise students towards mental health issues and coping mechanisms. Mental health professionals who come as the judges of Antarman events shared their valuable expertise with students. To help students cope with exam stress, a three- day session on "Heartfulness Meditation" was organized. The college collaborated with Heartfulness Foundation to organise a "Dhyan Utsav - The search for Sukh, Shanti, Satya and Ahimsa: An inward journey" All these activities created increased awareness, understanding and practice of health and wellness issues among the students and staff.

Provide the weblink of the institution

http://siesce.edu.in/igac/institutional_distinctiveness.php

8.Future Plans of Actions for Next Academic Year

- Preparation for autonomy and implementation through syllabus review and upgradation. Focus on short- term and employability oriented courses. Training for NISM exams, financial literacy and financial planning, GST and ITR.
- Focus on value education
- To intensify ISR and outreach activities with special focus on Adivasi Ashramshala at Gothegar, Thane district.
- Preparation of Innovation and Incubation Platform.
- Infrastructure augmentation to be taken forward.
- Additional research facilities to be created and more online facilities to be included. Access to Prowess, Ebsco, to be provided. Faculty to be encouraged to undertake research projects and publications.
- To streamline online admission process
- To expand the pilot project of online internal examination process across all courses