



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

|   |  |  |
|---|--|--|
| <b>1. Name of the Institution</b>             |  | SWAYAM SIDDHI MITRA SANGH'S COLLEGE OF MANAGEMENT AND RESEARCH |
| Name of the head of the Institution           |  | Dr. Krishna Chandra Pandey                                     |
| Designation                                   |  | Director   |
| Does the Institution function from own campus |  | Yes  |
| Phone no/Alternate Phone no.                  |  | 919834752800   |
| Mobile no.                                    |  | 9834752800   |
| Registered Email                              |  | director@sscrrmba.in   |
| Alternate Email                               |  | admin@sscrrmba.in  |
| Address                                       |  | Sonadevi Compound, Kalyan-Bhiwandi Road, Temghar               |
| City/Town                                     |  | Bhiwandi   |
| State/UT                                      |  | Maharashtra  |
| Pincode                                       |  | 421302   |

|  |                      |
|--|----------------------|
| <b>2. Institutional Status</b>         |                      |
| Affiliated / Constituent               | Affiliated           |
| Type of Institution                    | Co-education         |
| Location                               | Urban                |
| Financial Status                       | Self financed        |
| Name of the IQAC co-ordinator/Director | Dr Anjan Kumar       |
| Phone no/Alternate Phone no.           | 919834752800         |
| Mobile no.                             | 9834752800           |
| Registered Email                       | director@sscmrmba.in |
| Alternate Email                        | admin@sscmrmba.in    |

|  |   |
|--|---|
| <b>3. Website Address</b>  |   |
| Web-link of the AQAR: (Previous Academic Year)                           | <a href="http://sscmrmba.in/NAAC/1819/Profile/AQAR.pdf">http://sscmrmba.in/NAAC/1819/Profile/AQAR.pdf</a>       |
| <b>4. Whether Academic Calendar prepared during the year</b>             | Yes   |
| if yes,whether it is uploaded in the institutional website:<br>Weblink : | <a href="https://sscmrmba.in/NAAC/1819/Profile/AC1819.pdf">https://sscmrmba.in/NAAC/1819/Profile/AC1819.pdf</a> |

**5. Accrediation Details**

| Cycle | Grade | CGPA | Year of Accrediation | Validity    |             |
|-------|-------|------|----------------------|-------------|-------------|
|       |       |      |                      | Period From | Period To   |
| 1     | B+    | 2.51 | 2017                 | 28-Mar-2017 | 27-Mar-2022 |

|   |             |
|---|-------------|
| <b>6. Date of Establishment of IQAC</b> | 22-Jun-2016 |
|---|-------------|

**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 |
| Personality Development &   | 23-Sep-2018     | 88                                    |

|   |                   |    |
|---|-------------------|----|
| Spoken English Program                        | 07                |    |
| Students Development Program on Advance Excel | 16-Aug-2018<br>07 | 72 |
| STC on Research Methodology                   | 16-Nov-2018<br>05 | 96 |
| STC on Digital Marketing                      | 15-Feb-2019<br>07 | 72 |
| STC on Computerised Accounting in Tally       | 09-Dec-2018<br>07 | 47 |

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**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                             | 0      | NIL            | 2019<br>0                   | 0      |
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**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 Uploaded 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)**

1. Students Development Through Various Value Added Courses like Personality Development, Advanced Excel, Digital Marketing, Research methodology, Computerized Accounting 2. Regular meetings of Internal Quality Assurance Cell 3. Industry Oriented Guest lectures, Placement Oriented Mock interview, GD etc, 4. Collection, analysis of Feedback from all stakeholders and action taken for improvement 5. Mentoring System for betterment of Students

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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   | Achivements/Outcomes  |
|--|---|
| To continue students - mentoring system                  | Students- Mentoring was introduced in 2016-17. Each Mentee meet the Mentor to discuss their problems, shortcomings for academic improvement of the Mentee |
| "To collect feedback from various stakeholders "         | Feedback forms were collected from various stakeholders ( Students, Teachers, Employers, Alumni, Parents)   |
| To Introduce Value Added Courses for Students            | 5 Short Term Courses were conducted during the year to meet the Industry Requirements   |
| To Give Industry Exposure to Students                    | 2 Local Industry Visit & 1 International Industry Visit were organised during the Year  |
| "To organize various awareness programmes for students " | Many Awareness Programmes were organised durement the Yaer through CSR Activities   |

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**14. Whether AQAR was placed before statutory body ?**

Yes

| Name of Statutory Body     | Meeting Date |
|----------------------------|--------------|
| Local Management Committee | 28-Dec-2019  |

**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

2018

Date of Submission

27-Dec-2018

**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)

Yes, the Institution has MIS. The head of the institute, the director works in consultation with the management.

Management Information system has been used in practice to store student data such as personal data, Course Fees, Exam records, placement details and library details. Library uses Delnet library software which is integrated multiuser, multitasking library information software that supports all inhouse operations of the library. The software has all inbuilt facilities required for library service out of which we have availed service package as Acquisition, Catalogue, Circulation, Serial Control, and OPAC. The database of books available in the library is being updated on day to day basis. Use of software like Tally in the administration and finance unit helps to view fee category wise student data, admission status for all class, cast category wise statistical report, admission fee summary report, library status details etc. The Institute also uses auto generated biometric attendance system for the faculty, nonteaching staff attendance records. The Scholarship System is also automated. The students fill up the online form which is further verified and submitted to the social welfare department for approval and disbursal of scholarship to the student's account. Further the process of AICTE, where online application form for the extension of approval filled by the Institute. The Institute is affiliated University of Mumbai, therefore the entire academic. Teaching, learning evaluation process is paperless.

## 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

Swayam Siddhi College of Management & Research is accredited by NAAC B+ grade in 2016-17. The course curriculum of the institute is as per the guidelines prescribed by University of Mumbai. The academic calendar displayed by the university, is followed by the institute. The Department of Academic Committee discusses at the beginning about the policies and strategies for the best methods of deliverance of curriculum are planned. The Course Coordinator prepares the academic calendar, and faculties are asked to prepare course lesson plans of their classroom teachings as this helps in clarity of syllabus and distribution of syllabus and ensures timely completion of syllabus. The Director of the institute also conducts periodical reviews along with the

course coordinator of the portions covered by the faculties and also student attendance. a) The action plan for effective implementation of the curriculum are detailed below: At the beginning of the academic session ,students undergo 7 days Induction and Orientation program, where industry and academic experts guide, mentor and encourage students for creating a better career. The faculties of each subject/specialization make students aware about the Course Outcomes which are defined for each course, The course coordinator is assigned task to act as link between students and respective faculties of the subject. Course coordinator plans, communicate and executes the time table for the new batch and primarily does the mapping work, designing of course objectives and outcomes. Based on the subjects, each individual faculty decides their existing evaluation pattern and assesses the students. University of Mumbai guidelines, the course are divided in 40 marks as internal and 60 marks as external exams of each subject. College conducts all first year course semester wise exams as per guidelines of Mumbai University for students. The course coordinator with the help of other faculty's members designs remedial lectures for slow and weak learners after completion of syllabus. Academic process is well maintained through systematic operating procedure b) In built curriculum facilitation activities- Teaching-Learning process is as follows: Faculties engage the students through Interactive, Collaborative and Independent Learning methods. The faculties aim to strengthen the problem solving and critical thinking skills at the same time encourage students to develop an ability to work on minimal guidance. A number of training sessions are arranged by Head - Training and Placement Cell to equip the students with skill sets required during campus recruitment drives by the various industries. Industrial visits are a major part of our course as it helps the students for corporate know how. Value addition lectures/seminar are delivered by experts from industry and academic to supplement the curriculum input. Value addition courses are conducted to enhance employability skills of students. ICT enabled classrooms help students to develop and boost their skills. Students are encouraged to participate in various competitions organised by other colleges. Robust library facility with e- books, e-journals, magazines, and reference books are purchased every year for student's benefits. The Faculties are encouraged to attend and participate in FDPs, Seminars, Conferences and Workshops.

#### 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                 |
|---|-----------------|-----------------------|----------|--|-----------------------------------|
| STC on Advance Excel                          | Nil             | 16/08/2018            | 7        | Employability                            | Working Knowledge of Excel        |
| STC on Personality Development Spoken English | Nil             | 23/09/2018            | 7        | Employability                            | Communication Skills , Confidence |
| Workshop on Research Methodology              | Nil             | 16/11/2018            | 7        | Employability                            | Research Development              |
| STC on Computerised Accounting-Tally          | Nil             | 09/12/2018            | 7        | Employability, Entrepreneurship          | Accounting in Computer Software   |
| STC on Digital                                | Nil             | 15/02/2019            | 7        | Employability, Entrepreneurship          | Marketing and Digital             |

**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course  | Programme Specialization | Dates of Introduction |
|-------------------|--------------------------|-----------------------|
| Nil               | 0                        | Nil                   |
| No file uploaded. |                          |                       |

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 |
|----------------------------------|---|---|
| MMS                              | FINANCE , MARKETING, HR , SYSTEMS, OPERATIONS | 01/08/2016  |

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

|                    | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 360         | 0              |

**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 |
|---|----------------------|-----------------------------|
| Advanced Excel                          | 16/08/2018           | 72                          |
| Personality Development Spoken English  | 23/09/2018           | 88                          |
| Workshop on Research Methodology        | 16/11/2018           | 96                          |
| STC on Computerised Accounting in Tally | 09/12/2018           | 47                          |
| STC on Digital Marketing                | 15/02/2019           | 72                          |
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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 |
|------------------------------------|--|---|
| MMS                                | Marketing , Finance, operations, HR, Systems | 180   |
| <a href="#">View Uploaded File</a> |  |   |

**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

The Director and the IQAC coordinate to collect feedback periodically from Student, Parents, Resource persons, Alumni Employers on curriculum aspects and courses. They are informed and given the liberty to submit their suggestions, grievances and problems anytime during the semester to the Grievance Redressal Committee. The students also give their feedback on the curriculum through their mentors and the students' feedbacks are given due consideration. The feedback from the faculty is obtained through discussions in faculty meetings and through self appraisal system. In every area where improvements are required discussed in respective committee. Feedback from the alumni is solicited through consultation during alumni meets. Feedback from the parents is conveyed in the Parent Teacher meeting. Suggestions and comments given by the guardians are also taken into account for future development. We consider the feedback and valuable suggestions and taking necessary steps for the welfare of the students. The suggestions received through the feedback are promptly communicated to the faculty members and respective committee. Proper suggestions were formulated and communicated to ensure the proper redressal of student's academic grievances. Feedback Report is uploaded on Website at : <https://sscmrmba.in/NAAC/1819/Criterial/Feedback.pdf>

## 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 |
|-----------------------|---|---------------------------|--------------------------------|-------------------|
| MMS                   | Finance, HR, Marketing, Operations, Sysetms | 180                       | 221                            | 180               |

[View Uploaded File](#)

### 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 |
|------|---|---|---|---|--|
| 2018 | 0   | 360   | 0   | 18  | 0  |

### 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 | Numberof smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|---------------------------|---------------------------------|
| 18                         | 18  | 14                                | 6                                | 2                         | 7                               |

[View File of ICT Tools and resources](#)



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

Yes, Mentors are assigned in the Institution to monitor and guide students all through the two years. The institution has an arrangement of teaching called the Mentor-Mentee concept, whereby a faculty as a mentor is allotted to 20 students to take care of his/her scholarly, mental prosperity, class participation and execution. Additionally, it acts as a link between the Students and the Institution. The Institution has a standard Mentor-Mentee format to maintain the uniformity in keeping Academic and non-academic related record of the students. Every week, one day i.e. Saturday is reserved for the Mentor-Mentee meeting where the mentees discuss all their Academic Personal Problems. All the Academic Non-Academic points discussed with the students are recorded by the Mentors in the prescribed format. The Mentors also keep track of the overall performance of the students during the Summer Internship Project by constant interaction with the industry guide designated to the student by the company. The mentor's role is to guide, to offer guidance, and to help the mentee. The Mentor helps the students to improve their capacities and abilities through perception, evaluation, displaying, and giving direction. The Mentor-Mentee Programme further helps to develop the research acumen amongst the Students in a better way. At the time of the Induction Program, the students are first introduced with the Mentor-Mentee concept. The newly admitted students are asked to fill up the profiling form in advance of their first profiling meeting. The information helps the mentor to understand to get to know the Mentee. The self-appraisal form provides the snapshot of the mentee's overall skill sets their corresponding strengths and weaknesses. Given the mentee profile and the self-appraisal form, the mentors offer valuable insight into the stuff to excel and helping them to settle on the best strategy in troublesome circumstances. The mentor plays a very vital role in the overall development of the students (mentee's) personality in terms of their communication skills, presentation skills, etc. Counselling sessions are done by the Mentors to push slow learners. Additionally, the Institution also conducts training programs for the students exclusively for their specialization. This activity helps to develop student's innate abilities and skills to make them Industry ready. The role of the mentee is to participate in open and honest discussions with the mentor online/offline mode to take responsibility for personal growth and development. The mentor calls for the meeting with the respective mentees regularly to know about the latter's progress concerning their knowledge and skills. The mentors help their wards in keeping the focus on the track in their career through constant advice, skills development, networking, etc. The Director of the Institution meets all faculty mentors at least once a month for the reviewing of proper implementation of the mentoring system. The Director suggests and advises mentors whenever necessary. The Department of Academic Committee of the Institution discusses the mentoring related issues at least once in a semester and revises or upgrade the system if necessary.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 360  | 18                          | 1 : 20                |

**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 |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 18                          | 18                      | 0                | 10                                       | 5                        |

**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 |
|-------------------|---|-------------|--|
| Nill              | Nill  | Nill        | NIL  |
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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 |
|----------------|----------------|----------------|--|---|
| MMS            | 747            | II             | 30/04/2019   | 30/05/2019  |
| MMS            | 747            | IV             | 22/05/2019   | 09/07/2019  |

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

The University of Mumbai has adopted major reform in the evaluation by introducing Credit based credit and the institute has adopted the same. The new syllabus offers choice based credit system which introduced new types of CIE in operations at institute level. The evaluation criteria of the students is decided by university and given in university syllabus. The evaluation has two components 1. External Examination 2. Internal Evaluation. Concurrent Internal Evaluation applicable across all the semesters. Summer Internship Project and Dissertation Projects are compulsory which is evaluated thr project report, internal viva and external viva. The syllabus copy and course evaluation criteria published by Mumbai University is communicated to each student in the class by Course faculty. Evaluation of the students is a continuous process which starts with the semester start and ends before the date of commencement of university exam, the concurrent evaluation has set standard types as per the university guidelines and teacher adopts the same. Students get the information about two valuation processes during the induction program wherein exam committee in detail explains the process of evaluation throughout the program spread over four semesters. Also periodical addressing by course coordinator and regular information by concerned faculty in the class and are directed to visit university website. Current evaluation system for the full credit courses is divided into two categories and the marking scheme is as follows: External Examination: 60 Marks ( 7 questions with internal options spread across the syllabus). Internal Evaluation: 40 Marks based on continuous internal evaluation carried by individual faculty members by conducting class test, assignments, presentations, case study and surprise test.

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

The institute accredited by NAAC B in 2016-17 signifies that Institute follows Quality Management System which ensures academic calendar designing process as an inherent part of the academic planning. The academic calendar uploaded on website of Mumbai University forms the basis for designing institutional academic calendar. The calendar published by the university consists of semester commencement and end dates, with holiday list and midterm break which gives guidelines to formulate the time table for the institute, which is basic element for NAAC. Course coordinator prepares the academic calendar with the help of all committee heads with their roles and responsibilities. All faculty members and committee heads follow the standard operating procedures and conduct the events and academic activities by communicating students in advance notice. Course Co-ordinator prepare internal examinations schedules and inform students by notice. University paper examinations schedule informed students as per guidelines.

### 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://sscmrmba.in/NAAC/1819/Criteria2/261.pdf>

## 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 |
|------------------------------------|----------------|---|---|---|-----------------|
| MMS- 747                           | MMS            | FINANCE,<br>MARKETING,<br>HR,<br>OPERATIONS,<br>SYSTEMS | 180   | 180   | 100             |
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## 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)

<https://sscmrmba.in/NAAC/1819/Criteria2/271.pdf>

## 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 |
|------------------------------------|----------|-----------------------------------|------------------------|---------------------------------|
| Industry sponsored Projects        | 90       | IBlusys Computech Private Limited | 0.15                   | 0.15                            |
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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       |
|---|-------------------------|------------|
| Intellectual Property Awareness Program         | Fin/ Mrkt/ IT/ Oper/ HR | 24/09/2018 |
| Presentation skills and personality development | Fin/ Mrkt/ IT/ Oper/ HR | 10/09/2018 |
| Awareness on ethical hacking                    | Fin/ Mrkt/ IT/ Oper/ HR | 25/02/2019 |
| Economic development through entrepreneurship   | Fin/ Mrkt/ IT/ Oper/ HR | 30/04/2019 |
| Importance of MIS                               | Fin/ Mrkt/ IT/ Oper/ HR | 06/05/2019 |

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 |
|-------------------------|-----------------|-----------------|---------------|----------|
| NIL                     | NIL             | NIL             | Nil           | 0        |
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation | Name | Sponsored By | Name of the | Nature of Start- | Date of |
|------------|------|--------------|-------------|------------------|---------|
|------------|------|--------------|-------------|------------------|---------|

| Center                             |                                 |                                 | Start-up                                 | up                         | Commencement |
|------------------------------------|---------------------------------|---------------------------------|--|----------------------------|--------------|
| Swayam Siddhi Incubation Center    | Swayam Siddhi Incubation Center | Swayam Siddhi Incubation Center | Ansari Security Services Manpower Supply | Manpower Supply            | 17/01/2019   |
| Swayam Siddhi Incubation Center    | Swayam Siddhi Incubation Center | SSCMR                           | AVI DTP Xerox Center                     | DTP XEROX CENTER           | 08/09/2018   |
| Swayam Siddhi Incubation Center    | Swayam Siddhi Incubation Center | SSCMR                           | Hari Café Coffee                         | CAFE                       | 10/10/2018   |
| Swayam Siddhi Incubation Center    | Swayam Siddhi Incubation Center | SSCMR                           | Jaiswal Textiles                         | Garment Business           | 12/11/2018   |
| Swayam Siddhi Incubation Center    | Swayam Siddhi Incubation Center | SSCMR                           | Shelar Real Estate Broking Agents        | Real Estate Broking Agents | 08/12/2018   |
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### 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 |
|------------------------|-------------------------|
| NIL                    | 0                       |

#### 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) |
|------------------------------------|-------------------|-----------------------|--------------------------------|
| International                      | Finance marketing | 1                     | 6                              |
| <a href="#">View Uploaded File</a> |                   |                       |                                |

#### 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 |
|------------------------------------|-----------------------|
| MMS                                | 6                     |
| <a href="#">View Uploaded File</a> |                       |

#### 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 | 0 | NIL | 0 |
| 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     | 0   | 0   |
| No file uploaded.  |                |                  |                     |         |   |   |

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

| Number of Faculty                  | International | National | State | Local |
|------------------------------------|---------------|----------|-------|-------|
| Presented papers                   | 1             | 5        | 0     | 0     |
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## 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 |
|--|--|--|--|
| Anti-Drug Awareness Program                          | Thane Police                                 | 5  | 57   |
| Construct a dam at Village Nandithane, Tal. Bhiwandi | Sarpanch of Nandithane, Tal. Bhiwandi        | 3  | 42   |
| <a href="#">View File</a>                            |  |  |  |

### 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 |
|----------------------|-------------------|-----------------|------------------------------|
| NIL                  | NIL               | NIL             | 0                            |
| 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 |
|---------------------------------------|---|--|--|--|
| Swaccha Bharat - Clean India Campaign | Inhouse                                     | Swachh Bharat- Clean India Campaign Campus | 5  | 51   |
| Anti-Drug Awareness Program           | Thane Police                                | Anti-Drug Awareness Program                | 5  | 57   |
| Swaccha                               | Sarpanch of                                 | Construct a                                | 3  | 42   |

|                                       |                           |  |   |    |
|---------------------------------------|---------------------------|--|---|----|
| Bharat - Clean India Campaign         | Nandithane, Tal. Bhiwandi | dam at Village Nandithane, Tal. Bhiwandi |   |    |
| Swaccha Bharat - Clean India Campaign | Nandithane, Tal. Bhiwandi | Distribution of Cotton Bag at village    | 5 | 57 |
| <a href="#">View File</a>             |                           |  |   |    |

### 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 |
|--------------------------------|-------------|-----------------------------|----------|
| Entrepreneurship Development   | 74          | Non-finance activity        | 1        |
| Health Check-up -BMI, BP Sugar | 42          | Non-finance activity        | 1        |
| Research Methodology           | 52          | Non-finance activity        | 1        |

[View File](#)

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 |
|-------------------|-----------------------|---|---------------|-------------|-------------|
| Industry Linkage  | CA Firm Collaboration | CA Ujwal Dhokania and Co.   | 27/04/2019    | 14/05/2019  | 35          |
| Industry Linkage  | Marketing             | Ankit Multi trade Pvt. Ltd  | 01/05/2019    | 30/06/2019  | 120         |
| Industry Linkage  | CA Firm Collaboration | M/s M.K.Bhiwandikar Co  | 27/04/2019    | 14/05/2019  | 35          |
| Industry Linkage  | IT Company            | M/s Ibuesys   | 02/05/2019    | 15/05/2019  | 08          |
| Internship        | SIP                   | Various   | 01/05/2019    | 30/06/2019  | 180         |

[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 |
|--|--------------------|--|---|
| R G institute of professional Training Pvt. Ltd. | 12/11/2018         | Training on skill development, organisational development and Entrepreneurship | 195   |

|   |            |   |     |
|---|------------|---|-----|
| Omkar Clinic  | 14/07/2018 | Health Care   | 195 |
| Pramod Ram Ujagar<br>Tiwari Saket<br>Institute Of<br>Management | 20/06/2018 | Faculty Exchange  | 195 |
| M/s<br>M.K.Bhiwandikar Co                                       | 05/07/2018 | Skill<br>Development,<br>Organisational<br>Development,<br>Entrepreneurship<br>and Internship | 50  |
| M/s Ibuesys   | 05/07/2018 | Skill<br>Development,<br>Organisational<br>Development,<br>Entrepreneurship<br>and Internship | 35  |
| Ujwal Dhokania<br>and Co. Chartered<br>Accountants              | 05/07/2018 | Skill<br>Development,<br>Organisational<br>Development,<br>Entrepreneurship<br>and Internship | 50  |
| Ankit Multi trade<br>Pvt. Ltd                                   | 05/07/2018 | Skill<br>Development,<br>Organisational<br>Development,<br>Entrepreneurship<br>and Internship | 195 |
| <a href="#">View File</a>                                       |            |   |     |

#### **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 |
|--|--|
| 10   | 9.33   |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities                        | Existing or Newly Added |
|-----------------------------------|-------------------------|
| Campus Area                       | Existing                |
| Class rooms                       | Existing                |
| Laboratories                      | Existing                |
| Seminar Halls                     | Existing                |
| Classrooms with LCD facilities    | Existing                |
| Seminar halls with ICT facilities | Existing                |
| Classrooms with Wi-Fi OR LAN      | Existing                |

[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 |
|---------------------------|---|---------|--------------------|
| E-Granthalaya             | Fully                                     | 3.0     | 2013               |

#### 4.2.2 – Library Services

| Library Service Type | Existing |         | Newly Added |        | Total |         |
|----------------------|----------|---------|-------------|--------|-------|---------|
|                      |          |         |             |        |       |         |
| Text Books           | 6558     | 1316759 | 4233        | 273421 | 10791 | 1590180 |
| Reference Books      | 173      | 150430  | 87          | 83840  | 260   | 234270  |
| Journals             | 7        | 7175    | 0           | 0      | 7     | 7175    |
| e-Journals           | 13       | 23060   | 0           | 0      | 13    | 23060   |
| Digital Database     | 1        | 13570   | 0           | 0      | 1     | 13570   |
| Digital Database     | 1        | 106200  | 0           | 0      | 1     | 106200  |
| Library Automation   | 1        | 5000    | 0           | 0      | 1     | 5000    |

[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 |
|---------------------------------|--|---------------------------------------|-----------------------------|
| Sagar Bhanushali-IT Coordinator | SWAYAM SIDDHI LEARNING MANAGEMENT SYSTEM | PHP7 AND ANGULAR JAVASCRIPT           | 10/06/2016                  |

[View File](#)

#### 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 | 120             | 1            | 3        | 3                | 1                | 1      | 1           | 50                              | 0      |
| Added    | 0               | 0            | 0        | 0                | 0                | 0      | 0           | 0                               | 0      |
| Total    | 120             | 1            | 3        | 3                | 1                | 1      | 1           | 50                              | 0      |

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

|               |
|---------------|
| 50 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 |
| NA | Nil                |

#### 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 |
|--|--|--|--|
| 30                                     | 30.38  | 180                                    | 181.42   |

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)

SSCMR maintains its infrastructure in high class working condition. The College has a team for maintenance and upkeep of its own facilities. The infrastructure is maintained as follows:-

- a. Annual Maintenance Contract (AMC) by external agencies
- b. Continuous maintenance by the faculty/ concerned support staff members

**Library** •The furniture shall be maintained by outsourced carpenter. •The pest control of books and furniture shall be carried out by outsourced agency. •The automated shelves shall be periodically over oiled by the library attendant. **Computer Laboratory Repairs Maintenance** •Warranty (One Year) from the Manufacturer shall be ensured at the time of purchase. •AMC shall be granted to outside agency that will provide one hardware technician during the working hours of the College. •The requisite spare parts and material shall be made available by the College. **Routine Sweeping and Cleaning** •Class-IV support staff of the College shall carryout routine Cleaning. •The Class rooms and other infrastructure shall be maintained in clean and hygienic condition. •The Canteen shall be maintained by the concerned canteen contractor

**Water Management** •The Underground and overhead water tanks shall be cleaned on monthly basis. •The water cooler available on each floor shall be cleaned by the appointed external agency under AMC. •The Boring water shall be used for all the college toilets and its shall be maintained periodically. •All water taps shall be checked on monthly basis by the supervisor. **General Maintenance**

- For civil jobs, the college shall have a dedicated team of Architect, Interior Designer, Civil Engineer, Structural Engineer supported by plumbers, electricians, carpenter, gardeners, masons, painters etc. •This team shall function directly under the direction of the Management. They shall be entrusted with the duty and responsibility of civil maintenance, electric and furniture repairs.

**Green Campus Maintenance** •One of the staff shall daily water all the plants in the College campus. •The gardener shall be appointed for garden maintenance ensuring weekly visit

**Security of the Campus** •24 X 7security services shall be hired from the Professional security agency. •The CC TVs shall be installed throughout the campus to ensure continuous surveillance. •The floor peons shall be entrusted with the responsibility of maintaining discipline on the concerned floor

**Canteen Maintenance** •The Canteen Committee consisting of teaching and support staff shall be appointed to ensure a clean and friendly environment of canteen, with a delicious and hygienic food at subsidized rates. **Website** •The College website shall be maintained by the IT Professional appointed under AMC. •The Notices and Updates shall be carried out by the College IT Staff. **Intercom** •The intercom shall be maintained under AMC for effective communication within the campus

[https://sscmrmba.in/NAAC/1819/Criteria4/College\\_Maintenance\\_Policy.pdf](https://sscmrmba.in/NAAC/1819/Criteria4/College_Maintenance_Policy.pdf)

#### 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   | Institute level          | 16                 | 251000           |
| Financial Support from Other Sources |                          |                    |                  |
| a) National                          | GOI/state government     | 331                | 23724195.5       |
| b) International                     | Nil                      | Nil                | Nil              |
| <a href="#">View File</a>            |                          |                    |                  |

### 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           |
|--|------------------------|-----------------------------|-----------------------------|
| Seminar on Presentation skills and personality development | 10/09/2018             | 50                          | Prof Dharmaraja Ganeshan    |
| Guest Lecture on How to crack interview                    | 26/11/2018             | 87                          | Mr. Nilesh Babare           |
| Seminar On Awareness on Ethical hacking                    | 25/02/2019             | 60                          | Mr. Harishchandra           |
| Guest Lecture on entrepreneurship development program      | 12/01/2019             | 42                          | Mr. Ganesh Bhatt            |
| Guest Lecture on Research Methodology                      | 11/02/2019             | 52                          | Mr. Sudhakar Iyer           |
| International yoga Day Celebration                         | 21/07/2018             | 80                          | Mr Ravi Bitla, Yoga Trainer |
| <a href="#">View File</a>                                  |                        |                             |                             |

### 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 |
|------|--|--|--|--|---------------------------|
| 2019 | Career Opportunities in Finance Banking Sector | 0  | 48   | 0  | 22                        |
| 2019 | Career Opportunities in Marketing              | 0  | 42   | 0  | 19                        |

& Real  
Estate  
Sector

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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                              | 7   |

## 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 |
| ICICI Bank, HDFC Bank, Capegemini, I Process HDFC Securities, Irene Construction Company Pvt. Ltd. | 63                              | 32                        | ICICI Bank, HDFC Bank, Capegemini, I Process HDFC Securities, Irene Construction Company Pvt. Ltd. | 108                             | 71                        |

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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 |
|------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| 2019 | 8  | MMS                      | All department            | various                    | LLB Others                    |

[View File](#)

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 |
|-----------|---|
| Any Other | 0                                       |

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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 |
|------------|---------------------|------------------------|
| Rupantaran | Inter College Level | 758                    |

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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/ International | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|-------------------|-------------------------|-------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| Nil               | NIL                     | Nil                     | Nil                         | Nil                           | Nil               | NIL                 |
| No file uploaded. |                         |                         |                             |                               |                   |                     |

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student is the main and prime focus at Swayam Siddhi College of Management Research . Along with curriculum designed by Mumbai University, we ensure the overall development of the students, which includes communication skills, presentation skills, general awareness, decision making skills, leadership skills, team work etc. To achieve overall development, institute organizes various team activities, guest lectures, workshops, seminars, out bound activities, competitions, cultural and sports activities. Students are involved in planning, organizing and control of all activities to motivate them and make them learn the administration and management skills. The student council at Swayam Siddhi College of Management Research : Designation Student's Name President Yogesh Patil Secretary Ekta Jaiswal Lady Representative Nisha Kanade Senior Faculty Member Prof. Vilas Tayade Sport Representative Juhi Ansari Cultural Representative Amol Charan Class Representative Rajat Naik Class Representative Ansari M Shahid The academic coordination committee is formed with an objective to perform and ensure smooth operation of all the academic activities. The committee ensures the regular conduct of lectures, completion of syllabus any other issues of students related to teaching learning process.

Discipline Committee at Swayam Siddhi College of Management Research: Discipline committee ensures the discipline in the class, during the activities and events. The objective of the committee is to motivate Discipline among the students and reduce the cases of indiscipline. Event Management and Media Committee: at Swayam Siddhi College of Management Research: The event management committee is formed for proper management of event right from the planning stage to its implementation. This committee is also responsible for post-event media coverage. Sports Committee: at Swayam Siddhi College of Management Research: Sports committee suggests various sports activities for making the students physically and mentally fit. The committee handles the responsibility of planning organizing and implementation of various sports activities. Cultural committee: at Swayam Siddhi College of Management Research: The objective of cultural committee is to provide students a platform to showcase their talent and also to make them improve their interpersonal skills and teamwork. The committee proposes various cultural programmes and coordinate for planning and its execution. Corporate relations: at Swayam Siddhi College of Management Research: .The committee helps to build and maintain the corporate relations that can mutually benefit companies as well as students. Senior managers in the company are approached for internships and placements, guest lectures, industry visits etc. Training and Development committee: at Swayam Siddhi College of Management Research: Training and development committee works to identify the training needs and to satisfy the training needs with the best of the resources available for the overall development of the students. Library Committee: at Swayam Siddhi College of Management Research: .Library committee motivates students to read more, make the required books available and develop a learning culture.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

412

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni meet is organized in College premises twice a year on-15th August 26th January in which small get together is arranged with current students. In this Meet Alumni Students Interacts with Current Students and guide them for Career Opportunities Placement. They also share their experiences and changes to be made for overall development. Feedback is also taken from Alumni for Improvements at Institution Level. Alumni are connected with Present Students Through various activities like: 1. Alumni Guest lectures 2. Mock Interviews 3 VIVA-VOCE- External Examiner 4. Sports Activity 5. Rupantaran Event 6. Cultural Activities 7. Guidance Sessions 8. Exam Revisionary Sessions, etc.  
<http://sscmrmba.in/NAAC/1819/Criteria5/544.pdf>

## **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)

Decentralization management : The Institute supports a trend of decentralized governance system with proper well defined inter-relationships The management of the institute has main two basic committees, governing body (GB), Local Management Committee (LMC) and chairman, Director and HOD. Regular meetings of these committees are held for the effective and smooth functioning of the institute. There are three levels of Administrative structure under which all the activities of the institute are carried out. Society level - The management of the institute is directed by Governing Body, whose members, are appointed in accordance with the guidelines provided by the Director of Technical Education, University of Mumbai and AICTE. All Financial Decision are Taken by Management for Development of College in LMC Meetings. Institute level - All the main decisions related to the institute are taken by the Director in consultations with the Head of departments. Director is the academic and administrative head of the Institute and the Member of the Governing Body. Some financial power is given to Director for the development of the institution. Director has Financial Power of Rs.25,000/- has various academic authorities like Introducing STC, Sport Events, Management Events, Cultural events Etc. Department level : The Department Heads are responsible for to look day-to-day administration of the department and report to the Director. Head of Dept. has Financial Power of Rs.10,000/- and various departmental activity authority eg. Conduct Guest lecture, etc In addition, any institute staff member can give suggestions and idea for improvement. Students also participate through different formal and informal feedback mechanisms. Suggestion box is kept in every department for suggestions from students. Management Trustees are approachable and accept all suggestions. Participative management: The institute always promotes the culture of participative management by involving staff and students in various activities. All decisions of the institution are governed by management. The students and faculties are allowed expressing themselves for any suggestions to improve the excellence in any aspect of the Institute. 1. Strategic Level The Director, HODs and staff members are involved to defining the policies and procedures, making guidelines and rules/regulations pertaining to admission, placement, discipline, grievance, counseling, training development, and library services etc., Staff members are

also involved in deciding academic activities and examinations to be conducted in institute. 2. Functional Level At functional level the faculty members participate in sharing the knowledge by discussing on latest trends/technology during faculty meeting and Learning Club. Some Staff members are involved in preparation of annual budget of the department and institute. 3. Operational level: The Director of the institution is a member of the GB. The GB gives suggestions and monitors the procurement, introduction of new programs and welfare activities. All the staff members actively participate in implementing the policies, procedures, and framework designed by the management in order to maintain and achieve the quality standards and achieve vision and mission of the institution. Office staff is involved in executing day to day support services for students and faculties. Academic Development Committee (ADC).

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  |
|----------------------------|--|
| Curriculum Development     | Institute is affiliated with Mumbai University which is a state university and all the affiliated institutes follow the syllabus framed by the university. The syllabus for MMS Program is revised in the academic year 2016-17 for semester I and II and for semester III and IV was revised in the academic year 2016-17. The IQAC cell of the institute encouraged faculty members to participate in the curriculum development activity. Faculty members contributed in the syllabus revamping activity attended and conducted the FDP for various courses and specializations and invited as BoS member for paper-setting, paper checking work etc. |
| Examination and Evaluation | For the university level examination along with supervisor which is appointed as per guidelines of the university, University appoint external squad panel to ensure the smooth execution of the examination. For internal evaluation of continuous concurrent evaluation faculty members follows the standard process which is as per the guidelines prescribed by Mumbai University. Evaluation is based on rubrics and in case of dispute students can appeal   |
| Research and Development   | Institute has Research and Development committee to conduct research programme and support to students and faculties. Institute conduct Faculty development program and train the faculty to update their  |



|   |   |
|---|---|
|   | <p>skills and knowledge. Institute also motivate students and faculty members to participate and present research papers in national and international level journals and conferences.</p>  |
| <p>Library, ICT and Physical Infrastructure / Instrumentation</p> | <p>Library increased the number of quality subscriptions of Journals and Magazines. Library has taken the membership of American British Library and Delnet database of the same is extensively used in the teaching learning. For ICT the institute utilizes the language lab to full extent for improving the communication skills. Institute upgraded the computer peripherals such as headsets, CPU etc. to match the requirements of language lab software</p> |
| <p>Human Resource Management</p>                                  | <p>Teaching and Non teaching members are encouraged to take part in FDP, Seminars and other value added activities. Teaching staff participated in the syllabus revision faculty development programmes organized by the institute. Also faculty members are encouraged to acquire the additional certifications to up skills themselves. Non teaching members encouraged to undergo training for various administrative activities to improve the skills.</p>      |
| <p>Industry Interaction / Collaboration</p>                       | <p>Institute invites industry professionals as a Resource member for various and specialization wise events. These professional represents variety of the industries which helps students to gain insights about product industry as well services industry. The institute optimally uses the MoU with few industries so that the employment opportunities and leadership qualities would be known the students</p>   |
| <p>Admission of Students</p>                                      | <p>Admission procedure is as per the guidelines laid by DTE, Government of Maharashtra. Conduct MHCET -MBA-MMS entrance examinations. Admission counselling cell is established at the institute to handle the queries related to the admission process. Counselling and mentoring to the aspiring students is carried on regular basis in order to help students in selecting the institute and guidelines for documents verifications and admission process.</p>  |
| <p>Teaching and Learning</p>                                      | <p>Looking at the requirement of blended learning and digitization of the</p>   |

teaching learning process institute purchased smart board which is used effectively by the faculty members. This smart board has access to media which helps faculty members to discuss the critical concepts in best possible way. For improving the quality of the teaching learning faculty members are encouraged to attend the FDP focused on outcome based education, choice based credit system, Blooms taxonomy etc. Also faculty members are encouraged to use the case study and simulations to make the teaching more effective. Faculty members utilize digital library and language lab facility and also encourage students to access the same for getting add-on knowledge.

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

| E-governance area             | Details  |
|-------------------------------|--|
| Finance and Accounts          | Tally Accounting Software Vendor:<br>Tally Solutions Contact Details :<br>9819595554   |
| Examination                   | Adme Software Vendor: Mr. Sandeep (Inficare Solution) Contact Details: 9890779815 LMS (Learning Management System) Vendor: Mr. Sagar Bhanushali Contact Details: 9890779815<br>Adme Software Vendor: Mr. Sandeep (Inficare Solution) Contact Details: 9890779815 LMS (Learning Management System) Vendor: Mr. Sagar Bhanushali Contact Details: 9890779815 |
| Student Admission and Support | Adme Software Vendor: Mr. Sandeep (Inficare Solution) Contact Details: 9890779815 LMS (Learning Management System) Vendor: Mr. Sagar Bhanushali Contact Details: 9890779815  |
| Administration                | Smart Office Software (Bio Max Machine) for Face Reading and Finger Scan Vendor: Arth Solution Contact Details: 9167520311   |

### 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 |
|------|-------------------|--|--|-------------------|
| 2019 | CA Ujwal Dhokania | NATIONAL INTERNATIONAL CONFERENCE  | CONFERENCE PAPERS  | 7500              |



|                           |                   |                          |                  |      |
|---------------------------|-------------------|--------------------------|------------------|------|
| 2018                      | Dr. G.S. Shikhare | INTERNATIONAL CONFERENCE | CONFERENCE PAPER | 1500 |
| <a href="#">View File</a> |                   |                          |                  |      |

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) |
|---------------------------|--|---|------------|------------|---|---|
| 2018                      | "Innovative Pedagogy"  | Nil   | 25/08/2018 | 25/08/2018 | 15                                      | Nil   |
| 2018                      | Safalta ki Kunji-Key to Success  | Safalta ki Kunji-Key to Success   | 10/10/2018 | 10/10/2018 | 15                                      | 3   |
| 2019                      | Budget Session   | Budget Session  | 15/03/2019 | 15/03/2019 | 18                                      | 6   |
| 2019                      | Guest Lecture on opportunities in Finance market                             | Guest Lecture on opportunities in Finance market                                | 18/03/2019 | 18/03/2019 | 13                                      | 4   |
| <a href="#">View File</a> |  |   |            |            |   |   |

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 |
|---|---------------------------------|-----------|---------|----------|
| NIL   | 0                               | Nil       | Nil     | 0        |
| No file uploaded.                               |                                 |           |         |          |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching  |           | Non-teaching |           |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent    | Full Time |
| 7         | 11        | 5            | 2         |

6.3.5 – Welfare schemes for

| Teaching                                    | Non-teaching  | Students  |
|---|---|---|
| Travelling facilities, Advances, Free Lunch | Travelling facilities - home to college, Bonus, Free Lunch, Loans, Festival Advance | Free Foreign Study Tour, Management Concession, Free Transport Facility |

6.4 – Financial Management and Resource Mobilization

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

Institution regularly conducts rigorous internal and external financial audits every year in order to verify compliance with respect to rules, regulations, and standard operating procedures. Internal audits are conducted by the Accounts Section of the institute and Accounts Department at Head Office. Institute uses 'Tally' financial software for maintaining quantitative financial records and legitimate proofs of income and expenditures are maintained appropriately. External Audit by Qualified Chartered Accountants is conducted every year to verify whether the Books of Accounts are prepared as per statutory requirement and complies with legal requirements. Methodology of audit: Vouching of all bank and cash transactions, Ledger scrutiny, analysis of fixed assets register, cash book, advance register, checking of bank reconciliation statement, scrutiny of all documents relating to purchase of fixed assets etc. External Auditor's report include - 1. Balance Sheet 2. Income and Expenditure Account 3. Different Income and Expenditure Schedules 4. Notes forming the part of the accounts.

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 |
|--|-------------------------------|---------|
| NA   | 0                             | NA      |
| No file uploaded.  |                               |         |

6.4.3 – Total corpus fund generated

|   |
|---|
| 0 |
|---|

## 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      | University of Mumbai | Yes      | Management |
| Administrative | No       | Nil                  | No       | Nil        |

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

Parents Teacher meet for - 1) Students Progress Report 2) Students Mentoring 3) Feedback is taken from parents

6.5.3 – Development programmes for support staff (at least three)

1. Tally Training 2. Excel Training 3. Workshop on E-Resources

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Mentoring 2. Increase in Research Activities for Students as well as Faculty 3. Introduced Short Term Certificate Courses to meet the Industry Requirements

6.5.5 – Internal Quality Assurance System Details

|  |     |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b)Participation in NIRF                | No  |
| 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 |
|------|--|-------------------------|---------------|-------------|------------------------|
| 2018 | Personality Development Spoken English Program | 23/09/2018              | 23/09/2018    | 30/09/2018  | 88                     |
| 2018 | Students Development Program on Advance Excel  | 16/08/2018              | 16/08/2018    | 23/08/2018  | 72                     |
| 2018 | STC on Research Methodology                    | 16/11/2018              | 16/11/2018    | 22/11/2018  | 96                     |
| 2019 | STC on Digital Marketing.                      | 15/02/2019              | 21/02/2019    | 21/02/2019  | 72                     |
| 2018 | STC on Computerised Accounting Tally           | 09/12/2018              | 09/12/2018    | 15/12/2018  | 47                     |

[View File](#)

**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 |
| Girls Leadership Programme Quiz Competition         | 06/10/2018  | 06/10/2018 | 55                     | 10   |
| Guest Lecture on women's Health and hygiene Program | 19/01/2019  | 19/01/2019 | 49                     | 8    |
| International Women Day                             | 08/03/2019  | 08/03/2019 | 56                     | 20   |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Institute has initiated to fix led based lights and bulbs in the classroom and campus to save energy. Institution has installed UPS Invertor.

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|-----------------|--------|-------------------------|
|-----------------|--------|-------------------------|

|                            |     |   |
|----------------------------|-----|---|
| Rest Rooms                 | Yes | 0 |
| Ramp/Rails                 | Yes | 0 |
| Any other similar facility | Yes | 0 |

#### 7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date       | Duration | Name of initiative               | Issues addressed                   | Number of participating students and staff |
|------|--|--|------------|----------|----------------------------------|------------------------------------|--|
| 2018 | 1  | 1  | 08/09/2018 | 1        | Healthy diet planning for adults | Basic health awareness             | 34   |
| 2018 | 1  | 1  | 24/11/2018 | 1        | Eye check-up Camp                | Importance of Eye Care             | 82   |
| 2019 | 1  | 1  | 24/01/2019 | 1        | Visit to orphanage home          | Awareness of social responsibility | 72   |

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

| Title   | Date of publication | Follow up(max 100 words)   |
|---|---------------------|--|
| Code of Conduct Handbook for Teaching Support Staff | 15/04/2017          | Code of Conduct Handbook for Teaching Support Staff is uploaded on Institution Website which states about various policies related to: <ul style="list-style-type: none"> <li>• Duty hours</li> <li>• Attendance</li> <li>• Late reporting for work</li> <li>• Outdoor duty</li> <li>• Weekly off</li> <li>• Paid holidays</li> <li>• Vacation</li> <li>• Leave facilities</li> <li>• General</li> </ul> |
| Code of Conduct Handbook for Students               | 15/04/2017          | Code of Conduct Handbook for students is uploaded on Institution Website which states about various policies related to: <ol style="list-style-type: none"> <li>1. General Guidelines</li> <li>2. Attendance and Leave Rules</li> <li>3. Examination Guidelines</li> <li>4. Ragging</li> <li>5. Dress Code</li> <li>6. Campus</li> <li>7. Academics</li> <li>8.</li> </ol>                               |

## 7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity                                 | Duration From | Duration To | Number of participants |
|--|---------------|-------------|------------------------|
| Independence day                         | 15/08/2018    | 15/08/2018  | 77                     |
| Mahatma Gandhi Jayanti                   | 02/10/2018    | 02/10/2018  | 48                     |
| Republic day celebration                 | 26/01/2019    | 26/01/2019  | 45                     |
| Birth anniversary of baba saheb Ambedkar | 14/04/2019    | 14/04/2019  | 52                     |
| Maharashtra Day Celebration              | 01/05/2019    | 01/05/2019  | 41                     |

[View File](#)

## 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. LED lights in the campus. 2. Tree Plantations in the garden area and in campus area. 3. Liquid and Solid waste dust bin at each floors 4. Cleanliness Drives in the campus. 5. No Plastic Drive

## 7.2 – Best Practices

## 7.2.1 – Describe at least two institutional best practices

1. Title of the Practice: "EMPOWERMENT FOR THE ECONOMICALLY WEAKER SECTION TO MAKE THEM SWAYAM SIDHH" 2. Objectives of the Practice The institute is situated in Bhiwandi area where on an average around 70 of total population belongs to economically weaker section. As we all knows encouraging and empowering this segment of the society is the basic need in this area to bring them in the main stream. To help them to overcome their financial difficulties, giving them higher education is the best way. Especially the girls from this section are empowered with the job opportunities that open with a professional post graduate degree. 3. The Context The Institute implements the practice of providing counselling, especially to the female students/ parents along with the students, to motivate them to study further. The process of counselling starts during the undergraduate programmes itself. We collect the details of such students' parents and arrange a session for them to guide them to make them understand the importance of education and to show how it will help them to change their social aspects. We organise various programmes such as Beti Bachao, Beti Padhao, Padhega India Tabhi Toh Badhega India, women empowerment programmes etc.to make them self-reliant that is swayam siddha 4. The Practice As a part of higher education system, it is our prime responsibility to support the up-liftment of the society by contributing to it in various ways, and to promote the profession education especially from the minority and weaker section of the society especially girls. It is noticed that most of the higher education institutes do not have the focus on this issue. The main issues noticed by our institute are- 1. Lack of knowledge about various government run schemes for economically weaker section students and girls students 2. Social boundaries and limiting mind-set of the girls' parents 3. Lack of financial support. 4. Lack of career guidance facilities The counselling programs for the parents to convince them to allow their daughters to take up further studies from time to time and providing financial support to the needy was the best remedy to address this issues. The counselling programme for the parents helps to spread the message especially for the girl students admitted for the courses. The parents of already admitted female students as well as the

students doing well and the female/male achievers are used as a tool during the session to convince the other group of parents. 5. Evidence of Success The ratio of male and female students in the academic year is the indicator that our initiative in this area is really very fruitful. The academic excellence in the particular session and girls 'participation in various activities gives motivation to the parents of next generation to come forward. Inviting nominated female personalities from different area gives a feel of motivation and help to reduce gender differences in the admission record in the academic year. 6. Problems Encountered and Resources Required This institute is situated in the less developed area with high population from the minority section in which education for the girl child is least preferred. As this programme doesn't require any additional infrastructure or human resource, implementation is smooth. The institute took initiative under the guidance of director, HOD/ IQAC/Faculties and non-teaching staff are involved in the implementation process of this Programme. BEST PRACTICE 2 1. Title of the Practice Experiential learning through national and international industrial exposure 2. Objectives of the Practice The main objectives of the national and international industrial exposure are as under 1. Make the students observe the working culture and management of national as well international industries. 2. To support the concept of learning by doing/seeing. 3. To create the urge among the students and indirectly to motivate them to focus on academic as well extra co-curricular activities to attract upcoming opportunities. 4. To let them feel the experience of air journey as well as international tour, as for most of the students it's the first experience of flying and international tour. 5. To make them understand the industry exposure, its functions and process. 3. The Context The context of developing the concept of experiential learning was to give local, national and international exposure to the students. The following points were considered during the formulation of plan implementation: • The cost effective plan for the various industrial visit. • The selection criteria of the industry to be considered for the visit as per the requirement of the current environment. • The process and requirements to carry such visit as per the geographical location of the selected industry. 5. The Practice The industrial exposure in the professional courses like management plays a significant role in the overall development of the students and to connect them well with the theoretical concept to make learning more impactful. In SSCMR, we provide this opportunity to all the enrolled students. The cost of these visit is borne by the institute. The concerned committee keeps all the record related to all the industrial visits such as, list of the students, itinerary, name of the industry visited, schedule of visit, mandatory information, documents required for the same etc. 6. Evidence of Success: 1. itinerary of the proposed visit 2. schedule, notice of the visit 3. Attendance sheet of the students. 4. Photos of the visit 5. Preparation of Report 6. Problems Encountered and Resources Required It is noticed that most management institutes are not having the industrial exposure facilities in their institute which is actually the need of the hour especially for a professional institute. At SSCMR, we create the opportunity for the students as well as faculties to get real industrial exposure. This requires provision in academic calendar planned well advance as well as enough financial backup in financial planning. For the implementation of industrial exposure activity there is no additional human resource required.

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

<http://sscmrmba.in/NAAC/1819/Criteria7/BP1819.pdf>

### 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

**Excellence through Innovative Teaching and Assessment Techniques Objectives:**

- To bring a wide array of creative and innovative approaches into the learning process.
- To enhance competencies by developing practical skills, critical thinking and inspiring creativity among students
- To make learning pleasant, optimistic and an enjoyable experience
- To develop and deploy innovative assessment tools to design the career of the students.

For the management programs, students from diverse backgrounds are enrolled. We have a week-long induction program, to bring everyone on common platform. The students are given exposure to subjects like communication skills, finance, economics, statistics and Information Technology. We have the mentoring Programme, wherein each faculty is assigned with a group of mentees. Additionally, we also have the counseling sessions wherein the senior faculty attends to and addresses the student related issues and provides them necessary guidance and support.

Students are exposed to multiple projects as a part of the continuous assessment process. A lot of practical work is given in each course by the respective faculty. The internal assessment includes case study, role play, group work, presentations, team building activities, which are very crucial for their personality development. Summer internship projects and specialization projects are each for a period of at least two months. The students get practical exposure and experience the learning of the management concepts taught in the class. Industry-academia ties are further strengthened through summer internship projects and specialization projects. The enablers include various techniques of student analysis viz. psychometric testing, student counseling, mentoring, career counseling. Additionally, innovative teaching pedagogy and evaluation are important enablers. Results are seen in the form of academic performance, placements and alumni achievements. In addition to the written examination, viva voce is conducted for summer internship project and specialization project. External experts from the industry are invited as resource persons for viva. Academic Result: Consistently More than 90 results since past five academic years.

Provide the weblink of the institution

<https://sscmrmba.in/NAAC/1819/Criteria7/731-1-10.pdf>

### **8.Future Plans of Actions for Next Academic Year**

The SSCMR Future plans of Action for next Academic year 2019-20 is as under

1. To further Strengthen the ICT.
2. To create an Incubation Centre for Entrepreneurs Development.
3. To have more industry academic interface so that there is more corporate participation in academics.
4. To implant Lecture captivating system in the institution.
5. Conducting programmes to encourage and support students to start their own business ventures.
6. Conducting activities to hone the creative skills of students and provide a platform to display their creativity.
7. Initiatives for an ecofriendly learning space
8. Conducting student focused academic and skills development activities
9. The SSCMR plans to conduct an International Conference in the next Academic year.
10. The institution plans to focus more on research and Development in the next Academic year by increasing the publications of faculty and also motivating students community to write research papers.