Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**SWAYAM SIDDHI MITRA SANGH'S COLLEGE OF MANAGEMENT AND RESEARCH**
Name of the head of the Institution	**DR. G BHURIL**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**919819595554**
Mobile no.	**7977935407**
Registered Email	**director@sscmrmba.in**
Alternate Email	**admin@sscmrmba.in**
Address	**Sonadevi Compound, Kalyan-Bhiwandi Road, Temghar, Bhiwandi, Dist- Thane**
City/Town	**bhiwandi**
State/UT	**Maharashtra**
Pincode	**421302**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**CA UJWAL DHOKANIA**
Phone no/Alternate Phone no.	**919819595554**
Mobile no.	**7977935407**
Registered Email	**admin@sscmrmba.in**
Alternate Email	**ujwaldokania@sscmrmba.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.swayamsiddhi.org/naac

4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website: Weblink :	https://www.swayamsiddhi.org/naac

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Period To
1	**B+**	**2.51**	**2017**	**27-Mar-2017**	**26-Mar-2022**

6. Date of Establishment of IQAC

08-Jul-2014

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
STC on Advance Excel	**15-Oct-2019** **7**	**90**

STC on Personality Development	19-Dec-2019 5	88
STC on Digital Marketing	21-Jan-2020 7	72
Seminar on Leadership & Team Building	30-Dec-2020 1	110
Career Opportunities in Financial Market Career Opportunities in Financial Market	25-Feb-2020 1	90
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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
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. Students Development Through Various Value Added Courses like Personality Development Spoken English , Advanced Excel, Digital Marketing, Research methodology 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

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
Establishment of IQAC Cell and Nomination of Members	IQAC established on 22 June 2016
Personality Development & Spoken English Program	Help students in Final placement
Students Development Program on Advance Excel	Enhanced students skills
HR Summit	Enhanced students skills
STC on Digital Marketing	Enhanced students skills
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	No
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	2019
Date of Submission	28-Dec-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton 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 4 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 internal and 60 marks external exams of each subject. College conducts all first year course semester wise exams as per

guidelines of Mumbai University for students for external evaluation. 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. STC are conducted as required for placement and career point of students. Industrial visits are a major part of our course as it helps the students for corporate know how. Value addition lectures/seminar is 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 organised by different Institutes for keeping track with the changes and curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
STC on Advance Excel	Skills development	15/10/2019	8	Employabil ity	Excel Skills
STC on Personality Development P	Skills Development	19/12/2019	7	Entreprene urship	Communicat ion Skills
STC on Digital Marketing	Skills Development	21/01/2020	10	Employ ability	Marketing skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	235	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
International Yoga Day	21/07/2019	78
Career Opportunities in Financial Market	25/02/2020	46
Leadership Team Building	20/04/2020	80
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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
No Data Entered/Not Applicable !!!		
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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 committee 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 re-dressal of student's academic grievances.

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, Marketing, Operations, HR & IT	180	300	180

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	0	180	0	21	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
21	16	8	6	2	2

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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 18 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. Twice in a month mentoring is conducted by every mentor and discuss all their Academic and Personal Problems. All the Academic and 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 guide designated to the student by the college. 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 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	21	1:17

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
21	21	0	0	4

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

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

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

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

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)

https://www.swayamsiddhi.org/naac

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
747	MMS	Finance, Marketing, HR, IT & Operations	172	172	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://www.swayamsiddhi.org/naac

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

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
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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)
National	**Mgmt**	**7**	**Nill**
[View File](#)			

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

Department	Number of Publication
No Data Entered/Not Applicable !!!	
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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
No Data Entered/Not Applicable !!!						
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
No Data Entered/Not Applicable !!!						
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	**Nill**	**7**	**Nill**	**Nill**

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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
05	**Nill**	**Nill**	**Nill**

View File

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
No Data Entered/Not Applicable !!!			
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 activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
03	**Nill**	**Nill**	**Nill**

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
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
05	Nill	Nill	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
5	5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing

No file uploaded.

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 patially)	Version	Year of automation
Delnet	Partially	Latest	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9182	1274368	354	47218	9536	1321586
Reference Books	197	185580	30	12500	227	198080
Journals	5	3000	0	0	5	3000
e-Journals	4	0	0	0	4	0
Others(specify)	10	2500	0	0	10	2500

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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
No Data Entered/Not Applicable !!!			

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/	Others

								GBPS)	
Existin g	0	0	0	0	0	0	0	0	0
Added	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	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
No Data Entered/Not Applicable !!!	

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 incurredon maintenance of physical facilites
No Data Entered/Not Applicable !!!			

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)

Cleaning: The procedure of daily cleaning and up keeping is followed and looked after by the housekeeping staff of the institute. Infrastructure maintenance checklists are regularly updated and maintained in prominent area of the institute. Housekeeping staff is responsible for ensuring cleanliness of the entire Institute and regular garden work which keeps campus clean and green. Electricity: Generator backup facility is available to handle power failure issues. Security: Institutes security is looked after by the private security agency in two shifts round the clock. The security guards are on duty at the institute's main gate, parking areas etc. Maintenance of following thing is carried out regular interval and annual maintenance contracts (AMC) are signed with few vendors. Electrical Maintenance: Institute has Kirloskar Power Ltd, Generator backup for electricity with 35 KV. Generator maintenance AMC is maintained by Kirloskar Koel Ltd Services. Institute has also 5 Inverters in which 2 are online-ups which have 25 KV and 3 are offline which have 30 KV capacity and its maintenance AMC is maintained by Shanti Inverter company. Aqua guard and Water coolers: Institute has Water Cooler of 2,500 liters capacity . Installed and Maintained by Eureka Forbes Limited. Air Conditioners: Institute has A/C installed at various locations and is maintained as per the needs. Fire Fighting Equipments: Institute has 10 HP Booster Pump and it has installed at every floor to protect from fire incidents Library Software AMC: E-Granthalay, Delnet software's available for library access. Institute has taken membership from American British Library and it access to all staff and students for E-journals, E-Books and other research articles and information. Institute has specious with teachings aids classroom to conduct quality and practical education.

https://www.swayamsiddhi.org/naac

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	Poor Students Scholarship	10	500000
Financial Support from Other Sources			
a) National	EBC, OBC,SBC,SC-ST VJNT	325	25143081
b)International	Nill	Nill	Nill
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
05	Nill	Nill	Nill
View File			

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

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
attached	Nill	Nill	Nill	Nill	Nill
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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	3	MMS	MGMT	Nill	PHD/LLB

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

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

Activity	Level	Number of Participants
03	Nill	Nill

5.3 – Student Participation and Activities

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

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

No Data Entered/Not Applicable !!!

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

No, Alumni Association is not registered yet but it is under process for registration. But alumni association is established at college level and its functions are conducted as per the guidelines of University of Mumbai. The details of Alumni Association are as below: Alumni Cell Head: Prof. Suhas Jategaonar Chairman : Mr. Dhammapal Secretary: Mr. Members: Alumni's regularly visit the institute share their skills and experience, by offering their support to students are our most loyal supporters and our best ambassadors. The alumni network of institute is one of the biggest sources of placement opportunities to the students. Alumni can help students get placed at their respective organizations. Students work ethically and sincerely in the organization. Students always accept the role allotted to them during the campus and off the campus like recruiters place, industrial visit and social place. Institute regularly call alumni students as guest lecture to interact with current year students for knowledge and works experience. Alumni students

also holds annual meet program and discuss about their past memories and college update for current year students benefits.

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)

Best Practices: – 1. Title of the Practice: Mentoring Program 2. Objective of the Practice: a. To enhance the morale of the students b. To sort out the students conflicting issues and motivate for solutions c. To encourage students for higher studies and create confidence 3. The context: The institution has taken initiative to implement mentoring system and analyze certain issues related to communication skills and non-commerce background who had difficulties in understanding the management subjects. All this led to process of adopting mentoring program for the students so as to instill confidence and enhance quality of education. 4. The Practice: The institute has taken an extra effort to schedule mentoring activities through each faculty member. The students are allotted to mentor will meet and interact with the mentor during the schedule provided to each mentor. Format of mentoring procedure is provided in excel sheet and each faculty fill the information and discuss the issues with mentee and generate solution with advice. This exchanging information through mentor-mentee program create healthy environment in the campus. The quarterly evaluation of mentoring is also carried out for building up quality approach. Mentor keep record of all mentees and measured the result frequently through analysis. Sometime frequent meetings are difficult to schedule as the number of students are more and constraint of time therefore during the spare time the mentee has opportunity to meet the mentor for discussions. 5. Evidence of Success: Mentoring has helped the students to face the challenges and overcome the difficulties and obstacles in their day to day life. Mentoring has also helped the mentor to know students progress and positive changes in students which create good rapport with students for overall development. All stakeholders are aware and appreciate of the help the students get through the mentoring program. 6. Problems Encountered and resources required: The scheduling of time for mentoring the students had been challenging, placing to the right academic schedule. It was a challenge to schedule the trainings session fothe The entire mentoring approach has been built on personal interactions with students. Many students are inherently reserved and have to be focused upon a great deal more by there respective mentors so as to be given better guidance and support. 2. Title of the Practice: 'Industry Institute Interaction' 1. . Objective of the Practice : a. To enhance the morale of students. b. To increase the employability the student. c. To give on job training to students The main objective is to establish and maintain relationship with Business Organizations through MoUs, Guest Lectures, Summer Projects as well as Winter Projects, Industrial visits and Training for students and faculty members. 2. The Context: Institution has taken initiative to interact with various industries through Industry Institute Interaction committee that maintains professional relations with industries. Industrial visits are arranged for students and faculty members to gain practical exposure and keep abreast their knowledge. To achieve academic excellence, students are encouraged to interact with industries and research organizations through FDP, industrial Visit.

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

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):	
Strategy Type	Details
Admission of Students	Admission procedure is as per the guidelines laid by DTE, Government of Maharashtra. Institute organize Counseling cell. Admission counseling cell is established at the institute to handle the queries related to the admission process. Counseling and mentoring to the aspiring students is carried on regular basis in order to help students in selecting the institute
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 for semester I and II and for semester III and IV was revised in the academic year. 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.
Human Resource Management	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.
Teaching and Learning	Looking at the requirement of blended learning and digitization of the 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.
Examination and Evaluation	Library increased the number of quality subscriptions of Journals and Magazines. Library has taken the membership of American British Library and Delnet software, 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.

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

E-governace area	Details
No Data Entered/Not Applicable !!!	

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	11	12	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
4	6	10

6.4 – Financial Management and Resource Mobilization

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

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. Till date institute has maintained its record of not receiving any query from the external auditor. 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 Institute regularly conducts internal and external financial audits every year in order to verify compliance with respect to rules, regulations, and standard operating procedures and to evaluate the adequacy of internal control systems and management of funds. Internal audits are conducted by the Accounts Section of the institute. Institute Budget is sanctioned by the management which gives directions for utilization of financial resources. Institute uses 'Tally' financial software for maintaining quantitative financial records and legitimate proofs of income and expenditures are maintained appropriately. In case of the expenses which are not pre-budgeted but are necessary to be done, prior permission from the appropriate authorities is taken well in advance before making such expenses. Biometric attendance system is used to record the attendance of the employees and is verified at the end of month. Before submitting the final report to the management, Internal Auditor periodically visits the institute every year to check and investigates all the records along with proofs. Till date institute has not received any query about mobilization of financial resources or concern over SOPs.

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

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

No Data Entered/Not Applicable !!!

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	**No**	**Nill**	**Yes**	**MGMT, IQAC HEAD, DIRECTOR**
Administrative	**No**	**Nill**	**Yes**	**MGMT, IQAC HEAD, DIRECTOR**

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	**Yes**
b)Participation in NIRF	**Nill**
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
Nill	**05**	**Nill**	**Nill**	**Nill**	**Nill**
[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
WDC- WOMENS DAY CELEBRATION	**08/03/2020**	**08/03/2020**	**33**	**11**

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	**Yes**	**0**
Rest Rooms	**Yes**	**0**

7.1.4 – Inclusion and Situatedness

Year	Number of	Number of	Date	Duration	Name of	Issues	Number of

initiatives to address locational advantages and disadva ntages	initiatives taken to engage with and contribute to local community			initiative	addressed	participating students and staff
No Data Entered/Not Applicable !!!						
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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)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

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

Led lights in the campus. Tree Plantations in the garden area and in campus area. Flowers and plant sapling in the campus. Liquid and Solid waste dust bin at each floors Cleanliness Drives in the campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

A. Mentoring Program B. Industry Institute Interactions.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.swayamsiddhi.org/naac

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

MISSION OF THE INSTITUTION ? To transform young minds to Professionally well-trained, morally upright, socially conscious and spiritually oriented individuals To be one of the top institutes in Management education, training, research and consultancy. To impart value based education in business administration and provide need based training, research and consultancy. To train and mould our students into professionally committed, ethical and environment friendly managers and entrepreneurs for Indian and global organizations. VISION OF THE INSTITUTION TOWARDS EDUCATION ? "To ignite students mind, unleash their power within and prepare them to become leaders with excellence and integrity, so as to make a difference in the global scenario" ? "To be a Premier Institute in Management Education, Training, Research and Consultancy". ? "To pursue excellence in education and to reach top 10 among the premier management institutes by 2020". ? "To be a globally recognized Institute constantly focusing on Innovative Courses, Professional Services and Research Consultancy"

Provide the weblink of the institution
https://www.swayamsiddhi.org/vision-next

8.Future Plans of Actions for Next Academic Year

 SSCMR with a vision to be a world class Institution provides value based education, empowers students to become business professionals who are ethical, entrepreneurial, productive, future ready socially responsible citizens by adopting modern techniques for continuous improvement in learning process. a. The Institution proudly boasts about Competent and Experienced Staff who use Innovative Training Methodology coupled with Excellent Industry Institute Interface. In our Institute , the innovative approaches to Teaching and Learning such as Outcome-Based Learning (OBE), Student-Centered Learning (SCL), Problem based learning (PBL), Case Study (CS) will be mainly focused to provide the students with an out of box perspective for their overall development. b. Value added courses, career oriented programs collaboration through MoUs will help in bridging the gap between theoretical learning and practical implications of the management concepts. c. The Institution plans to allot mentors to Students to facilitate the Personal interaction in the form of Mentor-Mentee Programme to develop the research acumen amongst the Students. d. The Grievance Redressal Cell established will ensure a ragging free atmosphere. A continuous feedback from students, teachers, parents and employers will be sought after as it will help in smooth running of the curriculum. e. The students will be further encouraged to actively participate under various activities conducted in the campus and off the campus. f. The Institute plans to use the blend of digital and conventional facilities to enable effective teaching learning process. It has a state of the Infrastructure supported by cutting edge technology consisting of robust Wi-Fi network, ICT enabled Class Rooms and recreational facilities accessible to students, faculties and non-teaching staff. Institute library, is fully accessible with the Del-net Software. g. The reading room has the capacity of 60 Students will be used to encourage students to enhance their reading skills. The library has over 7,399 books, 05 national journals, 10 Regional and National level daily newspaper. Students and teachers have been given the access to the digital database such as American British Library, DELNET database, e-journal and e-books. The Institute believes in nurturing management career with a difference.