



## YEARLY STATUS REPORT - 2020-2021

### 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 Arloph Johnvieira
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9819595554
• Mobile no	7977935407
• Registered e-mail	director@sscmmrmba.in
• Alternate e-mail	admin@sscmmrmba.in
• Address	Sonadevi Compound, Temghar, Kalyan Bhiwandi Road,
• City/Town	Bhiwandi
• State/UT	Maharashtra
• Pin Code	421302
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Self-financing				
• Name of the Affiliating University	University of Mumbai				
• Name of the IQAC Coordinator	PROF CA UJWAL DHOKANIA				
• Phone No.	9819595554				
• Alternate phone No.	7977935407				
• Mobile	9819595554				
• IQAC e-mail address	ujwaldokania@sscmrmba.in				
• Alternate Email address	admin@sscmrmba.in				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.swayamsiddhi.org/copy-of-naac-aqar">https://www.swayamsiddhi.org/copy-of-naac-aqar</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.swayamsiddhi.org/_files/ugd/37998c_63300c49ab1a4d728ee5648be701ea35.pdf">https://www.swayamsiddhi.org/_files/ugd/37998c_63300c49ab1a4d728ee5648be701ea35.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.51	2017	28/03/2017	27/03/2022
<b>6.Date of Establishment of IQAC</b>			08/07/2014		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			No File Uploaded		

<b>9.No. of IQAC meetings held during the year</b>	<b>04</b>	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<ul style="list-style-type: none"> <li>• Establishment of Language Lab</li> <li>• Up gradation of classrooms to SMART Classrooms.</li> <li>• Successfully Conducted International Women's Day.</li> <li>• Conducted various awareness program and outreach activities addressing social issues.</li> <li>• Active participation of faculty and students in different Seminars and Conferences.</li> </ul>		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

Plan of Action	Achievements/Outcomes
NAAC Accreditation Process	Institute is Accredited with "B+ Grade by NAAC with CGPA 2.51
Introduction of SMART Classroom	The Smart Learning approach provides learners of all ages and walks of life with a framework and a host of Smart Thinking Tools that motivate higher levels of understanding. Introduced Smart Classroom in two classrooms
To effectively introduced Internet Band width Wi-Fi facility on the campus	The wi- fi facility has been installed on the campus along with Local Area Network system of 50 Mbps speed connecting various Labs on the campus. The availability of LAN and wifi system ensures smooth flow of information for policy and decision making in the institute.
Review and Analysis of Academic Results	Analysis and Compilation of Results
Celebrate Days of National Importance	Days like Republic Day, Independence Day, Women's Day and all other days are celebrated to promote equality and instill a feeling of nationality among the students
To encourage students and teachers to conduct and attend subject wise and department wise seminars workshop and conferences	The students and Faculty Members of the institute have organized and participated in various academic events workshop, conferences and seminars on various issues and topics related to management such as Stock Market, Equity research, Budget, Personality Development
13.Whether the AQAR was placed before statutory body?	No

<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2019-2020	20/01/2020
<b>15. Multidisciplinary / interdisciplinary</b>	
<b>16. Academic bank of credits (ABC):</b>	
<b>17. Skill development:</b>	
<b>18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>	
<b>19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):</b>	
<b>20. Distance education/online education:</b>	

### Extended Profile

#### 1. Programme

1.1

1

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	No File Uploaded

## 2.Student

2.1 194

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2.2 62

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	No File Uploaded

2.3 180

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

## 3.Academic

3.1 18

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2 18

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1 Number of courses offered by the institution across all programs during the year	<b>1</b>
-----------------------------------------------------------------------------------------	----------

File Description	Documents
Data Template	No File Uploaded

### 2. Student

2.1 Number of students during the year	<b>194</b>
-------------------------------------------	------------

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>62</b>
-----------------------------------------------------------------------------------------------------	-----------

File Description	Documents
Data Template	No File Uploaded

2.3 Number of outgoing/ final year students during the year	<b>180</b>
----------------------------------------------------------------	------------

File Description	Documents
Data Template	No File Uploaded

### 3. Academic

3.1 Number of full time teachers during the year	<b>18</b>
-----------------------------------------------------	-----------

File Description	Documents
Data Template	No File Uploaded

3.2	18
Number of sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

#### 4. Institution

4.1	09
Total number of Classrooms and Seminar halls	
4.2	125
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	84
Total number of computers on campus for academic purposes	

### Part B

#### CURRICULAR ASPECTS

##### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

: 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.

1. 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 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. 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 organised by different Institutes for keeping track with the changes and curriculum.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

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.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**D. Any 1 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

01

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

05

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

85

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

SSCMR integrates Cross-cutting issues of the society like Gender Equality, Environmental Awareness, Human Values, Professional Ethics, Moral and Ethical Values which are inseparable part of the curriculum.

#### Gender Equality:

Gender equality and equal opportunity for women are necessary in the institution. Every activity and program of the circular of the institute should provide equal opportunity for the development of the girl students and the female staff. For maintaining the equality among the staff and students the Women development cell and Anti ragging cell are active. These committees take utmost care and provide support to girl students and the female staff. Meetings are conducted on regular basis and issues are discussed over to find solution for making a better environment for the women. Women development seminars also conducted which includes teaching them self-defense and rifle shooting.

#### Environmental Awareness:

Environment awareness is inculcated in students. Environment study is a part of the curriculum of the institution. Environment day is celebrated with enthusiasm. College had set up Swayam Edu Green Club which involves various activities like Tree Plantation, PPT on Green Club, Cleanliness Drive,

#### Human rights:

Human rights are the basic rights enjoyed by all. We at institute make sure that no violation human rights takes place. We celebrate 10th December as 'Human Rights Day' to spread awareness of Human Rights and motivate everyone to make the proper use of basic rights.

**Professional ethics:-**

Professional ethics are taught to students as part of their holistic development. Importance for group work and imbibing leadership is being taught.

**Moral and ethical values:**

Moral and ethical values are integral part of education of the students. Our teachers put their best efforts to groom students and make them responsible citizen. We celebrate day of Nation importance which imbibe the nation values in the students. Independence day, Republic day, Gandhi Jayanti, Teacher`s day, International Yoga Day, World Environment Day, Youth Day etc.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

01

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

**1.3.3 - Number of students undertaking project work/field work/ internships**

180

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**



**2.1.1.1 - Number of students admitted during the year**

194

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

62

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Students in our institution comes from various sections of the society.

After the admission is done we conduct Students orientation programme in which we try to recognize the background of the students one to one.

Accordingly we arrange for introductory lectures for all the students such as Career Planning & Confidence Building, Soft Skills & Management Games, English Speaking & Communication Skills, Basics of Computer & Digital Marketing, Basics of Accounting & Self Motivation, Personality development & World Economy.

During the Introductory sessions each faculty evaluate the students and categorize them in to slow & advanced learners. Accordingly following steps are taken by institution for these 2 types of learners

For Slow Learners :-

1. Individual counseling.
2. Remedial Coaching
3. Group discussion session.
4. Internal examination process.
5. Encouragement in Extracurricular & other academic activities.

**For Advanced Learners:-**

1. Advance notes
2. Seminar sessions
3. Participative learning sessions
4. Experimental learning sessions i.e. Industrial Tour
5. Projects
6. Assessments
7. Group discussion sessions
8. Internet facility.

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

**2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)**

Number of Students	Number of Teachers
374	21

File Description	Documents
Any additional information	No File Uploaded

**2.3 - Teaching- Learning Process**



2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Teaching Learning Method used by Faculty includes experiential learning, participative learning and problem solving methodologies.

**Experimental Learning:**

- Project Work
- Industrial Visits
- Guest Lectures by Corporate Experts
- Guest Lectures by Ex- Students

**Participative Learning:-**

- Lecture method
- Interactive Method
- Group Discussions
- Team Work
- PPT Presentations

**Problem Solving Methodologies:-**

- Case Study Approach
- Quizzes

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

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

**Use of ICT By Faculty**

A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped byonline search engines and websites to prepare effective presentations.

B. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.

C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications.

E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

F. Online competitions- Various technical events and management events such as Power Pointpresentations, Business quiz, paper presentations etc. are being organized with the help of various Information Communication Tools.

G. Workshops- Teachers use various ICT tools for conducting workshops on latest methods such as SPSS, simulations etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**

**2.3.3.1 - Number of mentors**

21

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

21

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

03

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

10

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Director of the institution holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process.

Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Internal Tests, Assignments Submission, Field Visit / Field Work and Seminars Presentation. Unit tests are conducted regularly as per the schedule given in academic calendar. The weight age for the unit tests varies as per the concerned faculty.

The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment. Students appearing for Second year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation.

For transparent and robust for internal assessment, the following mechanisms are conducted

Ø Internal Examination Committee.

Ø Question Paper Setting.

Ø Conduct of Examination

Ø Interaction with students regarding their internal assessment.

The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The seminar presentation improves the communication skills of the students which is very essential to face the interviews. In this way mechanism of internal assessment is transparent and robust.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The college has a well organized mechanism for Redressal of examination related grievances. The student can approach the Teachers, College Examination Head and Director to redress the examination related grievance as per the requirement and jurisdiction of the grievance.

A. Grievances related to college conducted examinations: At the college level, the evaluation work is done for the First Year & 2nd Year except University Assessment Papers. If any student feels that the marks given to him in any paper are not just, he or she can apply revaluation by remitting the fees to the college. The students should apply within a fifteen days after declaration of the result. The college appoints subject expert other than the previous assessor. If there is change in score, it is corrected by internal examination committee of the college. College has to declare final revaluation result within fifteen days. Internal examination committee itself looks after the complaints or grievances related to formative tests and summative examination. The students have the freedom to use the suggestion box to put in the note of dissatisfaction with the internal examination mechanism. The Director and in charge of faculty keeps an eye on the overall procedure by conducting the periodical meeting with the internal examination committee.

B. Grievances regarding university examinations:

Grievances related to Sem III & Sem IV for University Assessment Papers of MMS are forwarded to the University Grievances Committee. Students can obtain photocopy of the answer sheets from university on request. Students who were not satisfied with their marks at the University examinations can apply for Revaluation/ Reassessment to the University. The students are notified about the same in due course. For students whose marks are not entered or incorrectly entered due to oversight in the University mark list, the college sends a photocopy of the mark list as prepared by the teacher with an application to rectify the error at the University level. The norms regarding grievances are displayed on University website. The Institution follows the University policy. The entire mechanism to deal with examination related grievances is time bound as per University rule and regulations

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

Programme & Course outcome for MMS (Master of Management Studies) are stated and displayed on the college website as well as discussed with the students on the First day of Induction Programme & Faculty share it with all the students through teaching Learning Plan (TLP) and also it is uploaded in LMS so that students can access it.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Course outcomes identify the unique knowledge and skills expected to be gained from a given course.



Programme outcomes are one step broader statements that describe what students are expected to know and be able to do upon the completion of a specific program. These relate to the skills, knowledge and behavior that students acquire.

Programme specific outcomes are what the students of a specific programme should be able to do at the time of studying in the programme.

Programme outcomes and programme specific outcomes are attained through the attainment of course outcomes.

Measurement of attainment of POs, PSOs and COs is done as under :

Continuous and comprehensive evaluation, is done regularly to know the attainment. Class tests are scheduled by the teachers and after the valuation the analysis is done after which the strategy for improvement is made. Group discussions and seminars are organized and each student is made to participate compulsorily in these. Through the seminars and group discussions, the thinking process of the students is also assessed and the skills and knowledge is tested. Home assignments and classroom assignments are given to the students. Also we have the assignments for the students ; which helps to measure the attainment programme specific outcomes. Some activities like quiz competition are also held which makes the institution know about the knowledge and information of the students. Via Co-curricular activities also behavioral outcome of the students are assessed. Semester exams for the courses having semester pattern and annual exam for the courses having annual pattern are conducted.

Analysis of students' performance in Mid-term Exams is done. Maximum 20 marks are allotted on internal examination and 20 marks on overall performance of the students which is added to their result. Analysis of End Term exam results is also done. After the analysis, strategy for improvement is made and implemented. All the assessments are analyzed regularly. The analysis of students' performance in semester/annual examination is done to know the levels of attainment of POs, PSOs and COs. Each department analyses the result of the students in their subject.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

179

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.swayamsiddhi.org/naac/ssss-pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

###### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0



File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

#### 3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

### 3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Bhiwandi Area being a hub of various MSME especially in Power loom Sector , it was decided to create an awareness of Startup and

develop entrepreneurship skills that can help improve the scale and quality of the students family owned businesses.

To achieve the above objective , efforts were taken to create an Entrepreneurship Cell or a Startup or FMB cell with students who owned family businesses. A talk by Mr Ganesh Bhatt was organized on 21st April 2021 in the Seminar Hall of the college for select students who were interested in knowing more about of Startup and Entrepreneurship. The focus was on how important is Family business and what Role can an MBA play in strengthening and scaling up the current Family business to a much higher scale.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

01

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

01

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

**3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**

**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

10

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**

**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

10

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.4 - Extension Activities**

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

SSCMR Conducts Various Extension Activities such as Eco Green Club for Creating Awareness related to enviornmental Issues, Gender Equity Programmes like Woman Day Celebration, Nutrition , Health

**and Hygeine Programmes & Fitness related Programmes for Staff & Students**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

01

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

67

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

01

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**

**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

SSCMR is committed to provide high quality education through classroom teaching, practical training, and by providing excellent infrastructure and experience. The Institute fulfils all the norms specified by the statutory bodies in terms of land requirement, instructional, administrative and amenities area.

The college campus has sufficient space for all academic, administrative, co-curricular and extra-curricular activities.

The college has spacious and sufficient classrooms, seminar halls, Computer Lab, Library & Conference Room. The entire campus is under CCTV surveillance for safety and security purpose

List of Detailed Infrastructure Facilities is attached in Templates

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.swayamsiddhi.org/infrastructur">https://www.swayamsiddhi.org/infrastructur</a> <a href="https://www.swayamsiddhi.org/infrastructur">e</a>

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

Our college having a well maintained campus and huge ground. Our Management believes in the all-round development of our students. There is a lots of encouragement for the students to participate in sports and culture activities simultaneously and thus they are awarded and rewarded accordingly. We have a spacious and well equipped sports room, where pupils can play In-door games like table tennis, chess, caroms etc.,

Sports event competitions are conducted in the interdepartmental level in an academic year and the winners are awarded and rewarded accordingly. The outdoor games such as shuttle badminton, volley ball, throw ball, cricket, football, kabaddi, hand ball, kho-kho etc., are well practiced and played by the students.

**Cultural Activities:**

Students are very much encouraged to participate in the cultural events held in the college fests, Annual Sports Day, Annual Day-Rupantaran, Fitness Freak etc., to exhibit cultural talents.

Students are even sent to other colleges for intercollegiate competitions like dances, skits, mimicries etc.,

We got some clubs/ Committees to enhance the hidden talent of the students namely: Sports & Cultural Committee which play an excellent role for over all development of the student's community.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.swayamsiddhi.org/latest-news">https://www.swayamsiddhi.org/latest-news</a>



**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

9

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.swayamsiddhi.org/classroom">https://www.swayamsiddhi.org/classroom</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

1.25

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource**

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

The Library plays a central role in enhancing the quality of academic and research environment in Education institutions. The Institute library is a place in the Institute where huge collections of academic books, journals, magazines, research projects, rare books, other knowledgeable books and newspapers are kept. These books are made available to the students to increase their knowledge and understanding on various subjects. The college library is an important hub of student life. There, student can check out books, conduct their research, find a quiet place to



study, and maybe even flip through magazine. The students can extend their search with use of internet, e-books, e-journals etc. made available in the digital library. The Institute library exhibits positive impact on the academic achievement of the student. Students can perform better during examination and placement as students are explored to the knowledge through various means.

SSCMR Library is Semi Automated through Softwares like Delnet, E Granthalaya , membership of American Library,etc.

Facilities available:

No of printers: 02 Bar Code

Printer: 01

Bar Code Scanner: 01

Photocopy Machine: 01

Internet bandwidth: 50Mbps

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://www.swayamsiddhi.org/library">https://www.swayamsiddhi.org/library</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**C. Any 2 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

1.25

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

30

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

**4.3 - IT Infrastructure**

**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

SSCMR has the Latest IT Facilities & Whole Campus is Wifi Connected.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.swayamsiddhi.org/e-learning">https://www.swayamsiddhi.org/e-learning</a>

**4.3.2 - Number of Computers**

84

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution**

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**4.4 - Maintenance of Campus Infrastructure**

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

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

10

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

**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 Internal Invertorswhich have 30 KV capacity and its maintenance AMC is maintained by Shanti Inverter company.

**Aqua guard and Water coolers:** Institute has Water Cooler of 500 liters capacity Alkaline RO WaterInstalled 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 -Fire Fighting System with 10 HP booster Pump to Protect Firefire extinguishers and maintained on annual refilling basis. **Library Software AMC:** E-Granthalay, Delnet softwares 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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.swayamsiddhi.org/infrastructur">https://www.swayamsiddhi.org/infrastructur</a> <a href="#">e</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the

**Government during the year**

356

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**

**5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

48

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

A. All of the above

File Description	Documents
Link to Institutional website	<a href="https://www.swayamsiddhi.org/latest-news">https://www.swayamsiddhi.org/latest-news</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

0

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

A. All of the above

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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

39

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

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

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The College administration firmly believes in participative working and student-co-partnership. Students are represented in almost all the committees, associations of the College. As per the



norms of the University of Mumbai, every year students' council is constituted. The meeting of this council is periodically to plan the future activities and to take stock of activities already done in the College. Thus, the college is very sensitive and responsive to the student-related activities of the College and assigns utmost important to them

Students are actively included in Various Committee such as Alumni Association, Edu Green Club, Placement Cell, IQAC Cell, Sports Committee, Cultural Committee, Students Grivenance, Anit Ragging , Anti Sexual Harassment Committee, etc

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

03

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

**5.4 - Alumni Engagement**

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association was officially formed in April 2021 under the name "Runanubandh Alumni Association" Swayam Siddhi College of Management and Research organized the Virtual Annual Alumni Meet

on 17th April 2021.

The SSCMR Placement Team under the Leadership of Prof. Suhas Jategaonkar took a monumental Step by announcing the launch of the dedicated Alumni Cell of the Institution titled "Runanubandh" on April 17, 2021.

The event saw registrations and attendees of more than 50 distinguished SSCMR Alumni from different parts of Maharashtra like Nagpur, Nandurbar, Pune, etc.

Mrs. Rita Khandekar Madam, the Hon'ble Trustee of SSCMR, in her address expressed her happiness about Students' reaction w.r.t. the Alumni association endorsing and accepting the name "Runanubandh". She further expressed that the alumni will contribute in a big way in taking this association to the next level by contributing, enhancing the Knowledge and skill domains of current students by conducting guest lectures, webinars, seminars and for providing all the necessary support and direction for the college to move forward. She also took this opportunity to thank the alumni for their active participation.

Mr. Dhammapal Thorat was declared the President of this Alumni Cell with Mr. Navneet Tiwari and Mr. Mayur More being named the Treasurer and Secretary respectively. An Alumni Cell Committee was also created under the official patronage and support of Mrs. Rita Khandekar, the Hon'ble Managing Trustee of SSCMR.

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

**5.4.2 - Alumni contribution during the year (INR in Lakhs)** E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

**GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. The Managing Trustee delegates authority to the Director who, in turn share it with the different levels of functionaries in the college. The Heads of Departments, the Conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementing the same.

#### 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"

#### 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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

#### 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.

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.

Department level - The Department Heads are responsible for to look day-to-day administration of the department and report to the Director. 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).

Role:

Academic Monitoring Committee (ADC) is centralized (college level) committee responsible for supervising, modulating and executing the various academic actions & guidelines. It is purposely form for continuous & reliable conduction of academic work all through the institute.

Committee Member Hierarchy:

ADC is an en route by Chairman who is the Director of the institute. Other members of the committee are Head of Academics, Head of Departments, and Subjects Expertise, Exam in-charge and Faculty Members.

- Activities conducted by ADC:
- Teaching learning process monitors by ADC.
- It prepares the academic calendar of the institute which is a mirror image of University's academic calendar that includes curricular, co-curricular and extracurricular activities.
- Academic Calendar is intensively planned and prepared in advance by Head of ADC and ensures the proper implementation of the academic calendar.
- Head of ADC is responsible for confirmation and observation of academic activities.
- Head of ADC prepares the uniform formats for Teaching Learning Plan.
- Faculty conducts average, weak and advance learner activity at class level and gives feedback to department ADC coordinator. The ADC coordinator informs for the extra classes for weak and poor students for their academic improvement. At end of semester the ADC committee meets the every department and check outs the continuous assessment sheet, attendance sheet of every subjects.

**Result:**

The ADC conducts the meeting periodically for the discussion of issues and challenges for the development aspects of institute through proper channels i.e. through parent-teacher meet, alumni meet, faculty's meetings, student feedback system and through other various committee meetings, institute encourages teachers, students, parents, corporate resource persons, employers, alumni, staff, and class representatives to share their ideas, opinions, suggestions. The feedback received from various stakeholders of the institute is reviewed and those which are in line with our institute's Vision and Mission Statements are considered by the AMC for decision making.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>



## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Industry Colaboration,  
Expert Lectures,  
Alumni Cell,  
Skill Development Program,  
Library ,  
Examination and Evaluation

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above



File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has effective welfare measures for teaching and non-teaching staff Yes, the institution has welfare measures for both teaching and non-teaching staff. Welfare measures for Teaching Staff: • Option to join Group Insurance. • Festival advance. • Festival bonus. • Supporting for their higher studies. Welfare measures for Non-Teaching Staff: • Membership of Group Insurance • Financial contribution by college to the Non-Teaching Staff Association Fund. • Festival advance. • Festival bonus. • Prompt facilitation of Provident Fund loans. • Help with facilitation of bank loans. • Crash Course in Computer Basics for Supporting Staff. • Renovation of living quarters of hostel support staff.

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

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

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

08

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

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

05

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

10

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has an effective Performance Appraisal System for teaching and non-teaching staff. Every year the outgoing students carry out and submit Teacher Evaluation and Campus Evaluation surveys. The Teacher Evaluation forms have 7 criteria related to aspects of teaching on which the opinion of the students is sought. The duly filled in online forms are analyzed by the Director and the Feedback thus obtained is judiciously addressed for the betterment of the Teaching-Learning process. In cases where laxity or lacunae is observed the teacher in question is counseled by the Director and urged to improve his/her performance in the interest of professional upgradation and better service-delivery to our primary stakeholders, namely the students. The performance of the non-teaching staff is appraised by the Final Year students in the Campus Evaluation Survey. They are assessed on the parameters of efficiency, cordiality and overall helpfulness. These questionnaires too are analyzed by the Director who counsels those non-teaching staff members whose performance has invited criticism or needs improvement. The performance of those teaching and non-teaching staff members who have not fared well in the students' feedback is closely monitored. An improvement in the subsequent performance of the said staff members has usually been noticed. In the infrequent instances when this does not happen systematic reminders are issued to the concerned staff member in a bid to correct imbalances and restore optimal efficiency in the institution. The findings of the Teacher Evaluation and Campus Evaluation surveys are then summarized and graphically presented through pie charts and bar graphs and published on the institutional website in keeping with transparency norms.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Our Institution Conducts Internal and External Financial Audit regularly.

Internal Audit is Done by Internal Staff on Monthly basis.

External Audit is done as per statutory requirements every year.

For F.Y.2020-21 Audit is under Process & for Last F.Y.2019-20 Statutory Audit was done by M/s Ritesh Burad & Co., Chartered Accountants , Mumbai

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

**Institutional strategies for mobilization of funds and the optimal utilization of resources**

Institute maintains & follows a well-planned process for the mobilization of funds and resource. The process involves various committees of the institute as well as the Department Heads and Accounts office. Institute has designed some specific rules for the fund usage and resource utilization.

Mobilization of Funds, the student Tuition fee is the major source of income for the institute.

Management of the College sponsor events like seminars and workshops.

Sponsorships are sought from individuals and corporate for cultural events and fests.

**Utilization of Funds**

A finance committee has been constituted to monitor the optimum utilization of funds for various recurring and non-recurring expenses.

The purchase committee seeks quotations from vendors for the purchase of equipment, computers, books, etc.

The quotations are scrutinized by the finance and purchase committee before a final decision is made based on parameters like pricing, quality, terms of service, etc.

The Director, finance and purchase committees along with the

accounts department ensure that the expenditure lies within the allotted budget.

The intervention of the management is sought in case the expenditure exceeds the budget.

#### Resource Mobilization Policy and Procedure

Before the financial year begins, Director and Heads of Departments prepare the college budget.

The institutional budget includes recurring expenses such as salary, electricity and internet charges, stationary & other maintenance costs. It includes planned expenses such as Library purchases, furniture, Computers, Audio Visual Aids and other development Expenses.

The budget is scrutinized and approved by the top management and Governing Council.

Accounts department and Purchase department monitor whether expenses are exceeding budget provision.

Statutory auditors are also appointed who certify the financial statements in every financial year

#### Optimal utilization of resources

The college aims at promoting research, development, consultancy and such other activities, involving the faculty at various levels.

Travel grants can be sanctioned to faculty to present research papers at or to attend National or International Conferences in India or abroad, depending on availability of funds.

Effective utilization of infrastructure is ensured through the appointment of adequate and well-qualified staff & system administrators.

The optimal utilization is ensured through encouraging innovative teaching-learning practices.

The available physical infrastructure is optimally utilized beyond regular college hours, to conduct remedial classes, co-curricular activities/extra-curricular activities, parent teacher meetings.

The college infrastructure is utilized as an examination centre for Government examinations/University Examinations.

Library functions beyond the college hours for the benefit of students, faculty, and alumni.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC has consistently striven to institutionalize quality assurance strategies and processes at every level of the institution's functioning. From devising strategies to improve the teaching-learning process through increased use of ICT, expanding the scope of the library, transforming it into a multivalent knowledge portal and signing MoUs with research institutes to re-defining the boundaries of a vitalizing, meaningful and holistic education the IQAC has been a proactive player in the overall benchmarking process.

The IQAC has regularly convened meetings; it has collected feedback in appropriate forms from different stakeholder categories, analysed the same and used it for qualitative improvement; it has organized Academic and Administrative Audit and has initiated follow-up action as per the suggestions and recommendations of the eminent evaluators.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of



operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed.

Admission to various programmes, examination schedule and declaration of results are notified in the Academic Calendar.

All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the teaching learning process, the system of continuous evaluation, compulsory core courses, various cocurricular activities, discipline and culture of the Institute. All students are also given a guided tour of the campus and the various facilities.

Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process. Feedback from students is also taken individually by teachers for their respective courses.

Feedback is properly analyzed and shared with the Director, HODs and individual faculty members.

The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations.

The major initiatives taken over the last five years include the following:

- Introduction of Daily Home Assignments
- Automation of Admission Processes - Provision for online fee payment
- Automation of Examination Processes
- Curriculum Development Workshops in many subjects
- Green initiatives in Campus - tree plantation, e-vehicles etc.
- MoUs with prestigious Institutes, agencies

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

#### **7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

In today's competitive world, an educational institute is not only responsible for providing the education of highest standards, it is also responsible for ensuring employment for its post graduates. In order to fully prepare SSCMR post graduates for their careers, it has launched initiatives such as the Personality Development Program, Industry Interactions, Guest Faculty from Industry forums. The main objective is to ensure that our students have the personality, exposure, skills, and self-confidence to take on the most urgent challenges and assignments starting from day one of their employment. Institute has formed Grievance Committee with objective to review from time to time the existing

provisions of the constitution and other laws affecting women and recommend amendments so as to suggest remedial legislation measures. And also to aware boys and girls about Sexual Harassment.

Also Campus, Girls and Boys Hostel is secured by 24 hr. surveillance of CCTV.

Also counseling of students Mentors help mentees learn the ropes at a college, develop relationships across the organization, and identify skills that should be developed or improved upon High Job Satisfaction.

Common rooms have been provided for the both Boys and Girls in the premises.

For Gender Equity Promotion, SSCMR had initiated WDC CELL , through which various programmes are conducted like Womens Day Celebration, Entrepreneurship awareness program for girls in collaboration with Industry, Awareness on women health , A session on women empowerment, etc

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**Waste Management Steps**

**E-waste management**

Old version computers are transferred to other institutions run by our education society. The major e-waste such as written off instruments /equipment's, CRTs, Printers, and Computers. Electronic gadgets, circuits, kits have been written off on regular basis and then it is sold out to buyers. All the miscellaneous e-waste are collected from every department and office and delivered for safe disposal. Useful parts of electronic gadgets have been removed from the gadgets for reuse.

**Liquid Waste management**

Liquid waste from the points of generation like the canteen and toilet etc. is let out as effluent into a proper drainage facility and to avoid stagnation.

**Solid Waste Management**

Every day all the academic buildings and other surrounding area in the campus are cleaned by out sourcing agency and they separate out waste and dispose accordingly.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	No File Uploaded

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>D. Any 1 of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

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

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</b></p> <p><b>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>E. None of the above</b></p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

**Institution Organizes National Festivals and Birth and Death Anniversaries of great Indian Personalities with enthusiasm. Our students are on a mission towards better India by breaking the boundaries of religion and caste. Thoughts of great Indian personalities sowed into the young minds through the exhibitions**



and programs conducted on these days. The institution practices pluralist approach towards all religion functions and encourages the students and faculty to showcase the same. Every year our institute organizes the national festivals and birth / death anniversaries of the great Indian personalities. Staff and students get to know the importance of national integrity in the country in general and their role in it in particular.

1. 26th January Republic Day- Republic Day is celebrated on January 26 to commemorate the adoption of constitution. On this day, various formal events including flag-hoisting and march-past are organized and which are followed by "constitution awareness program" in which students and staff members got information of their duties towards our nation and rights given to them by our constitution. By organizing such type of events institute does its share to immersed patriotism and awareness to next generation.

2. 15th August Independence day- It is celebrated every year. It is a grand event marked with the flag hosting by the Chief Guest

3. 5th September (Dr. Sarvpalli RadhaKrishnan Birth Anniversary)- On 5th September, we celebrate Dr. Radhakrishnan's birthday as Teacher's Day with great fervor. The students organize a programme for the teachers and the Guru-Shishya parampara is celebrated.

4. 2nd October Mahatma Gandhi Birth Anniversary.- A standout amongst the most mainstream events in India and one of the three national occasions, Gandhi Jayanti is praised in our Institute on 2nd October of consistently to stamp the birth commemoration of Mahatma Gandhi. Gandhi was additionally famously known as the Father of our Nation, Bapu or basically Mahatma. The day is announced as a national occasion and all institutes and workplaces are closed on this celebration. The standards of truth, peacefulness and trustworthiness are recalled and generally plugged among the students of the institute.

5. 31st October Ekta Divas (Birth Anniversary of Sardar Patel)- it is celebrated as National Unity Day.



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

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

The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions; the following are the few means which shows the means of transparency:

1. Our Institute is governed by University of Mumbai, so the institute abides by the terms of the university.
2. Admission process is strictly on the basis of merit in accordance to the government reservation policies.
3. There is academic committee in the college which monitors every academic activity of the college.
4. Important notices regarding college are regularly posted in the college website to ensure complete transparency in all its functioning.
5. The institute maintains transparency in its financial, academic, administrative and auxiliary functions.
6. It has proper system outline taking care of ethical and human values responsible for transparency. The institute's financial transaction Audits are being carried out yearly by external auditor.
7. There is anti-ragging committee in the college for prevention of ragging.
8. There is Mentoring committee for personal counseling of students.
9. It ensures that all the financial transactions, reports and documents are completed with integrity. Institute presents timely and accurate information to the University community, alumni etc as well as state government.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

<p><b>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized</b></p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</p> <p><b>Institution Organizes National Festivals and Birth and Death Anniversaries of great Indian Personalities with enthusiasm. Our students are on a mission towards better India by breaking the boundaries of religion and caste. Thoughts of great Indian personalities sowed into the young minds through the exhibitions and programs conducted on these days. The institution practices pluralist approach towards all religion functions and encourages the students and faculty to showcase the same. Every year our institute organizes the national festivals and birth / death</b></p>
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2. 15th August Independence day- It is celebrated every year. It is a grand event marked with the flag hosting by the Chief Guest

3. 5th September (Dr. Sarvpalli RadhaKrishnan Birth Anniversary)- On 5th September, we celebrate Dr. Radhakrishnan's birthday as Teacher's Day with great fervor. The students organize a programme for the teachers and the Guru-Shishya parampara is celebrated.

4. 2nd October Mahatma Gandhi Birth Anniversary.- A standout amongst the most mainstream events in India and one of the three national occasions, Gandhi Jayanti is praised in our Institute on 2nd October of consistently to stamp the birth commemoration of Mahatma Gandhi. Gandhi was additionally famously known as the Father of our Nation, Bapu or basically Mahatma. The day is announced as a national occasion and all institutes and workplaces are closed on this celebration. The standards of truth, peacefulness and trustworthiness are recalled and generally plugged among the students of the institute.

5. 31st October Ekta Divas (Birth Anniversary of Sardar Patel)- it is celebrated as National Unity Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**1. Title of the Practice: Mentoring Program**

**2. Objective of the Practice:**

1. To enhance the morale of the students
2. To sort out the students conflicting issues and motivate for solutions
3. To encourage students for higher studies and create confidence

**2. 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.

**1. 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.

### 3. 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.

#### 1. 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 training session for the

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 their respective mentors so as to be given better guidance and support.

#### 2. Title of the Practice: 'Industry Institute Interaction'

##### 1. Objective of the Practice :

1. To enhance the morale of students.
2. To increase the employability of the student.
3. 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 Trainings 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 visits, sponsored projects, trainings, internships, consultancy etc. Industry professionals are regularly invited for sharing their knowledge with the students. It opens up a fresh avenue to young enthusiastic minds and faculty members to develop skills across diverse areas including managerial skills, social responsibilities and Industry liaison.

### 3. The Practice to strengthen the Industry Institution Interaction.

Institution is a member of reputed Industry professional bodies like ----- Institution is a member of Education Excellence Forum under ----- . ----- has shortlisted by University of Mumbai which provides numerous interventions, architected solutions, recommendations and training to academia throughout the year. Professional Agency ( Edu Bridge) focuses on faculty development program, student development program, curriculum review, and international linkages.. Faculty Development Program - To upgrade professional skills, various FDPs are conducted which includes interactive sessions by Industry experts and Industry workshops/ trainings. Student Development Program - For overall development of students, various programs are conducted like personality development, career counseling, technical competitions, industry training programs, industrial visits, add on courses etc. Curriculum Review - The Institution has constituted Academic Advisory Board which comprises of experts from various industries. Their suggestions are incorporated into the curriculum through various add-on courses/guest lectures. International Linkages - Institution is trying to build International linkages by availing membership of professional bodies, MoUs with various Industries and partnership between Industry and academia through consultancy. MoUs are signed with various companies and different activities such as project sponsorships, competitions, seminars, workshops and technical events are conducted.

### 4. Evidence of Success

By received BE project sponsorship through Industry Institute Interaction, students are getting real time experience of working in industry? Industrial visits are organized through this initiative and getting permission for visit easily. ? Various guest lectures (Industry Experts) were organized with the help of resource persons from Industry. ? Hands on workshops were organized for the students to train them with recent technologies



in Industry. 5. Problems Encountered and resources required -

Sometimes it is a hurdle to call speakers from prominent companies for expert sessions because of their busy schedule. Lack of sponsored project for final year students. ? Industries connect increased for development of students. ? Summer placement / on the job training for students increased.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

1. Title of Best Practice: Excellence through Innovative Teaching and Assessment Techniques 2. Objectives of the Best Practice: • 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 3. The Context: 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 counselling sessions wherein the senior faculty attends to and addresses the student related issues and provides them necessary guidance and support. 4. The Practice: 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 counselling, mentoring, career counselling. 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. 5. Evidence of Success: Academic Result: Consistently 100% results since past five academic years.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the 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. 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.

Furthermore, 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. 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. 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. The students will be further encouraged to actively participate under various activities. 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 Delnet Software. The reading room has the capacity of 60 Students will be used to encourage students to enhance their reading skills. The library has over ---- books, ----- national journals, -----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.

NAAC