



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SWAYAM SIDDHI MITRA SANGH DEGREE COLLEGE BHIWANDI
• Name of the Head of the institution	Mr.Mahesh Soni
• Designation	I/C Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02522235888
• Mobile No:	9022238844
• Registered e-mail	ssms.degreecollege@gmail.com
• Alternate e-mail	ssms.degreecollege@gmail.com
• Address	sonadevi compound , near Octrio Naka, Kalyan Bhiwandi Bypass Bhiwandi
• City/Town	BHiwandi
• State/UT	Maharashtra
• Pin Code	421302
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Self-financing				
• Name of the Affiliating University	university of Mumbai				
• Name of the IQAC Coordinator	Miss. Bhavana Madhukar Khairnar				
• Phone No.	025222358889				
• Alternate phone No.	02522348887				
• Mobile	9860866133				
• IQAC e-mail address	bhavanamk15@gmail.com				
• Alternate e-mail address	iqac635@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.swayamsiddhi.info/aqar				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.swayamsiddhi.info/annual-calender				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.52	2016	02/12/2016	01/12/2021
6.Date of Establishment of IQAC			05/10/2020		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	00	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			No File Uploaded		

9.No. of IQAC meetings held during the year	4
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Nil
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
1.Started online Corporate Guest Lecture series 2.online soft skills and spoken sessions 3. Started Yoga Center 4. Signed MOU with America India Foundation and City Bank CSR Project for students to improve Employability Skills 5.online remedial lectures arrangements	
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	
Plan of Action	Achievements/Outcomes
Started Yoga Center	Miss. Maheshra Momin certified yoga trainer regularly conducting sessions
.Started online Corporate Guest Lecture series	19 lectures were successfully conducted .
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
IQAC Committee	15/10/2020
14.Whether institutional data submitted to AISHE	

Year	Date of Submission
2022	11/03/2022

15. Multidisciplinary / interdisciplinary

In our institution we are providing interdisciplinary education system, we select and taught subjects which are instructed by University of Mumbai. We offer 2 Courses Bachelors of Commerce And Bachelors of Management Studies.

Specialization in B.Com is Accountancy and in BMS we Offer elective based options , Marketing and Finance. First year and second exams are conducted internally and Third year examination is University based . For Internal Assessment we have options stated by University.

16. Academic bank of credits (ABC):

Academic Bank of Credit IS still Not Applied In our Instituion but we are collecting information of this topic from all the available sources and will be very happy to implement this in our Institution.

17. Skill development:

For the Skill Development among the students our Institution is working from Grass Roots Level. We offer Soft Skill development short term courses and even Computer based knowledge courses. Even in our Future pan we are planning to join NSDC for Soft skill Development among the Students.

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

Students in our vicinity are majorly from vernacular medium. So basically we focus on improving needed Basic English language of them. Along with this we try to inculcate knowledge and love towards are traditional Indian Language among the students. We celebrate Marathi Bhasha Diwas in our campus. And for the future we are planning to offer language related certified courses.

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

Yes, we focus on providing outcome based education to our students. For commerce students we arrange lectures from experts of this field. Lectures on GST, IPR , Indirect Taxes Are arranged for Bcom Students.

For BS students we arrange lectures from Corporate who are actually working in Industry. Experts from 5 Paisa.com, Cipla, Johnson And Johnson have taken online lectures for our Students.

International Consumers day. Selling techniques, advertising related activities are conducted in our campus.

In Our Future plan Formation of Finance Club is decided.

20.Distance education/online education:

Currently for this year we are working in Online mode as per guiltiness and restrictions given by authorities.. Lectures are being conducted through Zoom Link. And for guest lectures we come live as well on face book and YouTube.

Extended Profile

1.Programme

1.1	2
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	1160
Number of students during the year	

File Description	Documents
Data Template	No File Uploaded

2.2	45
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	296
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Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	No File Uploaded	
3.Academic		
3.1	17	
Number of full time teachers during the year		
File Description	Documents	
Data Template	No File Uploaded	
3.2	NIL	
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	No File Uploaded	
4.Institution		
4.1	13	
Total number of Classrooms and Seminar halls		
4.2	1803320/-	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	45	
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 Mitra Sangh's Degree college, Bhiwandi is a Institution affiliated to Mumbai University, and follows the

curricular prescribed by the University. The College ensures effective curriculum delivery through a well planned and documented process. Academic Council prepares the academic calendar of the college and also the concerned departments prepare their departmental academic calendars. The academic calendar specifies suitable available dates for significant academic and other activities. Meetings are held in each department to discuss about the course distribution for the academic sessions every year. Based on the expertise of individual teacher, the syllabus is allotted to them by the Head of the Department. Every department prepares teaching plan, allotting term-wise topics to be taught. Syllabus of each subject for the academic session is provided to the students. Faculty members prepare semester-wise teaching plan for theory and practical at the beginning of every academic year/semester. For the up-gradation of subject-related knowledge, college organizes seminars, conferences, and workshops. Faculties effectively and creatively use PPTs, models, charts, and various educational software for delivering the subject knowledge. At the end of every academic year, feedback from teachers, students, non-teaching staff and guardian is collected by IQAC in coordination with feedback committee, it is then analyzed and analysis report is communicated to the administration of the students.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.swayamsiddhi.info/

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

Due to the outbreak of COVID 19 and subsequent lock downs declared from time to time, Heads of the different departments were informed about the conduct of online lectures, practicals and various activities through GoogleMeet, Classroom, Zoom and other online tools. Faculties from respective departments prepared plans for the delivery of their course material through the year. The Heads of the Departments, autonomously for their departments, and then in dialogue with the Principal plan academic, co-curricular and extracurricular activities at the beginning of the year. WhatsApp groups and Classrooms were used to share academic and exam related information with the students. Detailed Examination schedule was announced in advance, by the Examination Committee through WhatsApp groups, Emails, College website and special student mentoring groups

were used to cater the needs of students during the COVID 19 outbreak. To make students familiar with the examination pattern, class tests and mock tests were conducted well in advance.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.swayamsiddhi.info/annual-calender

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.

E. None of the above

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
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

3

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)	View File

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)

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File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

00

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

Educational Institution, being a very important part of society; has a major role to play in handling cross cutting issues. As colleges

are developing the youth of the country, our curriculum of some regular courses tries to address issues related to Environment, Sustainability, Gender and Professional Ethics while some value added courses aim to inculcate social, human values, thereby leading to the holistic development of students. The College is affiliated to the University of Mumbai. The curriculum of different courses is designed by the Boards of Studies of respective subjects/courses. The College contributes to the designing of curriculum in the capacity of members of BoS and various other related Committees and Workshops organized by the BoS and give suggestions.. The curriculum of various courses such as, Economics, , Foundation Course, ethics covers the issues relevant to professional ethics, gender, human values, environment and sustainability. These subjects help in sensitizing the students about all above mentioned important issues required for preparing them to be responsible citizens of the country.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

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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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

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

131

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	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	View File
URL for feedback report	https://www.swayamsiddhi.info/student-report

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 sanctioned seats during the year

1817

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

1176

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

2.2 - Catering to Student Diversity

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

The institution has developed students monitoring system for smooth execution of plan, every department prepares a plan of action at the

beginning of the year in order to identify slow learner and advance learner. For the above purpose department conduct various practices like, Multiple choice Questions, Problem or case study based exams (Specially in BMS), Oral exams, Open-book and allow them to write practice exam at home with available e-sources, Essay exams etc. These practices conducted in both online & Offline mode. Further for advance learner project work is assigned also ask them to tutor slow learner by making their

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1160	19

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

1) Power point presentation competition was conducted on 26 th , 27 th and 28 th July 2021. 17 students participated in activity. Students are asked make a proposal on business idea, Social Issues and education system and present it in 10-15 minutes. The activity was conducted in class room and other students asked to attend the programme. Name of participants:- 17

2) Case study evolution competition was organised on 15 th & 16 th October, 2021. 8 participants were participated and presented their view on given case study. Students used online platform for explaining the same. Some students took help of TEDx.com for getting more information and motioned in the study. No. of Participants:- 08

3) Students ask to collect note from news paper on business & Accounting aspect mentioned in the month of November and December 2021. 4 students done were collected the same and major from this

displayed on notice board.

File Description	Documents
Upload any additional information	View File
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

For effective use of ICT tools every faculty has asked to update himself with latest online platform used for delivering session. Also orientation given to students for handling online platform like, Zoom, Google Forms, Google Drives, Power Point, Visual Studio 2008, SQL Server, R-Studio, Eclipse, MS-Office, Gmail and its effective use.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.swayamsiddhi.info

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

17

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

00

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
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

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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)	No File Uploaded

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

17

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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 Institution is affiliated to University of Mumbai, it follows the guidelines, rules Regulations for CIE prescribed by University time to time. Apart from this the Institution has also designed mechanism for continuous evaluation as per given below: In the beginning of the year Orientation Programme was conducted where students are oriented for examination patterns, Tentative Examination dates, ATKT system and code of conduct. The Students are given Project work in foundation Course subject in each semester and project reports submitted by students are evaluated. Defaulter students whose attendance is below 75 are given previous years Question papers to solve and submit assignments. For BMS Internal examination were planned on the basis of syllabus conducted till September

tentatively. Before the beginning of the University Examination, Preliminary Examinations are conducted for each semester. The assessed answer-books are distributed among the students for providing them feedback on their answer-books, marks allocation and scope for further learning. The Remedial coaching is also conducted for the students facing difficulties in learning subject topics. After semester end examination, students' evaluated results are displayed on the notice board.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Keeping in view the previous year's Academic Calendar and University circular stating term period and list of holidays, the IQAC prepares the current year's Academic Calendar with the help of the academic body, administration and the Principal. The Calendar includes a Month wise plan of academic activities, Co-curricular Extra-curricular activities, staff meetings, tentative examination dates, assessment Result declaration. The examination committee prepares a tentative examination calendar on the basis of the Academic Calendar. As the Examination dates are declared by the University two months before the conduct of

Examination, the institution should be able to prepare only a tentative schedule. After the University exam date declaration, the exam committee prepares the notices and circulars for exam

supervision, tentative dates of assessment, mark-sheet submission, marks entry, result declaration and distribution.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.swayamsiddhi.info

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Program outcomes, program specific outcomes and course outcomes for all programs

Programme Out comes Course B. Com ? Helps the students to have commercial sense ? Helps the students to develop skills on management ? Helps to understand the Budget policy ? Helps in Framing policies and strategies for research and development process, ? Know about Planning, organizing, coordinating, recruiting, selecting, training, ? Get the Knowledge of corporate law PROGRAM OUTCOME - COURSE BMS: ? The learning outcome of BMS is very much linked to the program outcome. Learners of BMS during their phase of graduation learn various subjects of Commerce & Management. Through these subjects they develop various skills through plethora of subjects. ? To provide comprehensive management training to students by way of interactions, projects, presentations, industrial visits, practical training, job orientations and placements. ? To provide adequate basic understanding about management and finance? education to the students. Programme Specific Outcomes BCom and BMS knowledge of principals and concepts of accounting, accounting rules, accounting ? Followed in sole trading concern, partnership firm, joint stock companies, Banking companies, Branch organization, Departmental Organisation, Case and sub cases etc., ? Enables the students to acquire the knowledge of management principles, retail

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.swayamsiddhi.info/courses
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

as institution implemented program and framed strategies for its achievements. the result for the same are many students got internship and few are equipped in logistic department. the institution collected details of students who benefited the course and program.

File Description	Documents
Upload any additional information	No File Uploaded
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

295

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
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.info/igac>

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)

NIL

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)	No File Uploaded

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

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

00

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

1

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

NIL

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

01

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Due to Pandemic in this year we have not enroll students for any such activity.

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

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

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - 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

3.3.3.1 - 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

00

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 last year (Data Template)	No File Uploaded

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

00

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)	No File Uploaded

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

20

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

College campus report shows more than 30 computer system, 2 laptop and 1 printer in the college is done with the help of laboratory assistance and the resident engineer. The house keeping is managed by the group and its private contract. There is total 7 staff for handling all the facelifts avail is in computer lab. Library report state that at present library has more than 4704 books for B.com and 5634 books for B.M.S & 9 Journals/Magazines and 11 newspaper. Beside books and journals the library has 195 CDs/DVDs & charts. Computer lab report shows that the collage is sufficiently equipped with adequate lab facilities. All the computer equipped with LAN. The computer lab as well equipped with the power back up facilities. The College has fully modernized computer facilities with 40 computers of latest configuration loaded with licensed operating systems and necessary software (as per the requirements of the respective streams) which has Auto Update facility enabled. In addition, College has equipped with computers, digital learning resource access with necessary accessories along with peripherals like servers, printers, stabilizers, UPS etc. LAN: Broadband connections of 100 Mbps capacity is spread over the campus. In addition, Central Library has separate 25 Mbps connection.

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

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

It helps the students understand how to maintain harmony between body and mind. Weekly lectures organized to explain the importance of Yoga. Smt. Maheshara Momin explained the importance of Yoga in the life of youngsters. She explained that regular practice of Yoga will help the students achieve better mental and physical health. After which a few warm up and simple Asanas were performed by the students and the teachers enthusiastically and the importance of these Asanas was explained simultaneously about 'The Positive Framework of Meditation'. Negativity she said increases the

hormonal imbalance in people and thus there is a confusion of thoughts leading to stress. She emphasized the fact that purity of increases thought positivity in a person. Purity of thought increases mentally and further create a physically strong people, which positive nation leading to positive world. She conducted a 3 minute meditation session the students and teachers and professed the regular use of meditation in one's life. The International Yoga Day is a gift to the world by PM Modi, who put forward proposal on 1 Ith December 2014 in the United Natio's General Assembly. which was accepted by 193 Nations. 21st June is since been celebrated as International Yoga day.

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

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

02

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

02

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

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)

18,57,700/-

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)	View File

4.2 - Library as a Learning Resource

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

Swayam siddhi college Library has ILMS Software: E granthalya developed by INFARANET. The Library has been automated since the year 2019. Software for University Libraries E granthalya is state-of-the-art integrated library management software designed and developed by the INFARANET Centre, based on requirements of College and University libraries. It is user friendly software developed to facilitate working under client-server environment. Software for University Libraries E granthalya Software for University Libraries is an state-of-the-art integrated library management software designed and developed by the INFARANET Centre based on requirements of college and university libraries. The software is compliant to international standards for bibliographic formats, networking and circulation protocols. After a comprehensive study, discussions and deliberations with the senior professionals of the country, the software was designed to automate all operations in library. The software is suitable not only for the academic libraries, but also for all types and sizes of libraries. Library has 30 computers with dedicated 50 Mbps leased line in addition to 100 Mbps College leased line, two printers. Free internet surfing is available for students in library. The library is Wi-Fi enabled connected to the main server through Local Area Network with domain configuration and anti-virus security. Power backup facilities are available.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e- E. None of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

13,71,586/-

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)	View File

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

11

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College has fully modernized computer facilities with 40 computers of latest configuration loaded with licensed operating

systems and necessary software (as per the requirements of the respective streams) which has Auto Update facility enabled. In addition, College has equipped with computers, digital learning resource access with necessary accessories along with peripherals like servers, printers, stabilizers, UPS etc. LAN: Broadband connections of 100 Mbps capacity is spread over the campus. In addition, Central Library has separate 25 Mbps connection. The College has been procuring latest configuration hardware since inception. The hardware is frequently updated through buy-back policy as needed. All departments of the College have computer facilities. The College has two servers for library management, office database management (internet proxy server) Wi-Fi management, student database management system etc. All the computers are connected through wired and wireless Campus Area Network and the internet access is controlled through a firewall while students have access to internet facility from 9.30 a.m. to 5.00 p.m. two computers are used exclusively for the examination work. Licensed Software: College has Microsoft with Campus Licensed and Antivirus software for all computers. Provision is made in the budget for annual maintenance contract for maintaining the hardware.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.swayamsiddhi.info/_files/ugd/7505e1_f3f6802366a240e8be6269e9bfc387cf.pdf

4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

1803320/-

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)	View File

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.

Computer Laboratory IT infrastructure is under the provision of one full time technician who is available in the college round the clock for maintenance of IT infrastructure in the campus. Regular inspection of computers and others accessories is done by Lab Attendant/ Assistant. Preparation of list of non working computers and other accessories like printer, scanner, mouse, and keyboard is being repaired by them. Non working Computers and other accessories are repaired under warranty period, if warranty expires it is repaired under technician. Expert technicians are called if required for the maintenance like UPS. The estimates of expenditure is prepared for the required items to be purchased. Bills are submitted to accounts section for the payments. For some parts the technicians from the manufacturers are called. The sanction is sought from the purchase committee. Maintenance work is carried out. Further the Bills are submitted to accounts office. Purchases are made as per the following predefined procedure requirements list is finalized at

each department by HOD. Three reasonable quotations are presented in a comparative statement before Purchase Committee for onward sanctions. Material is procured and bills are submitted in accounts office. All the expenditures are incurred after appropriate approvals from purchase committee.

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

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

0

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)	No File Uploaded

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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

45

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)	View File

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

B. 3 of the above

File Description	Documents
Link to institutional website	https://www.swayamsiddhi.info/student-corner
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

00

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

00

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

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

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

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	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

105

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	No File Uploaded

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

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 has devised techniques to enhance the leadership qualities of the students by appointing students as representatives of various administrative, co-curricular and extracurricular activities by being a part of various committees and cells. The details of their representations and participation are as follows, 1. Class committee 2. Activity Based Learning 3. Technical Premier League 4. Grievance Redressal Cell 5. Entrepreneurship Development Cell 6. AntiRagging Committee 7. All Technical Clubs as Student Ambassador 8. Cultural Club 9. Sports Club 10. Class Representative Meetings 11. Women Empowerment Cell

File Description	Documents
Paste link for additional information	https://www.swayamsiddhi.info/
Upload any additional information	No File Uploaded

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

00

File Description	Documents
Report of the event	No File Uploaded
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)	No File Uploaded

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

The Alumni Committee of College is made and functioning as well but due to pandemic no meetings were conducted and that's why no contribution is offered by Alumni.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our college has always been abiding by the mission and vision statement set by the management. Regular lectures were conducted amidst the pandemic both online and offline. Both conventional and non-conventional methods are used by the teaching faculties to foster an amicable learning environment. We have various activities for the smooth functioning of academic and administrative departments. The institute has developed a system of efficient administration consisting of Principal, Vice Principal, Head of Departments etc. Faculty members also play an important role in implementing vision and mission of college. Department In-Charge and Activity Coordinators have been appointed for each program. Our institute is always committed to the society and aims at upliftment of students of all the sections. Our faculties adopt innovative teaching techniques to engage students and give them a vibrant learning experience. Our institute provides environment to the students where all the teaching faculties, non-teaching faculties and students feel loved and respected. Students are motivated at every point so that they can put their utmost efforts in everything. Our institute aims at making students the budding entrepreneurs by helping them in start ups.

File Description	Documents
Paste link for additional information	https://www.swayamsiddhi.info/mission-and-vission
Upload any additional information	No File Uploaded

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

The institute has been adopting various institutional practices such as decentralization of authorities .Degree college of this institute has various departments .The head is the Principal followed by Vice-Principal and head of departments of BCOM and BM.There is a proper allocation of work, duties and responsibilities in the institute. Various committees are formed to perform various activities throughout the year.Some of the important committees of the college are Internal Quality Assurance Cell, Unfair means committee , Examination Committee, Research and Development Committee, Dept.of Life Long Learning and Extension (DLLE)Women Development Cell,Art Circle,Ex. Students Association (Alumini),Career Guidance and Placement Cell,College Magazine,Health Services & Welfare Scheme,Anti - Ragging ,Feedback Committee (Students,Parents and Stakeholders),Women Grievance Redressal,Students Grievance Redressal,SWOC Analysis,Scholarship Committee,Cap Coordinator etc. College has very active IQAC which promotes various activities of the college for college enrichment. Heads of Department, plan and supervise the departmental activities like teaching, learning and evaluation, students enrichment activities and Internal Assessment etc

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute up to date with the changes happening in the curriculum. The format of program in terms of rationale, structure objectives is reviewed . The institute has always laid emphasis on learner centric approach engagement activities are conducted such as

powerpoint presentation, debates etc. students are encouraged for field trips , Industrial visits and internships. students are motivated for research based projects faculty members are also involved research and workshops. Institute has college library which maintains books, magazines, Journals e-resources etc. college has also created online and offline helpline members and helpdesk for students. proper reservation policy is followed. The college maintains complete transparency in administration. Corporate Guest lectures are organised for the students to give them an overview about the corporate world. Special activities are organised for soft skill and aptitude development of the students. Proper online examination set up has been made by the examination committee for the students due to pandemic. Regular online lectures were conducted using various ICT tools. All the rules and regulations related to faculty recruitment are followed as per the guidelines of University of Mumbai. Qualified faculties are recruited according to the requirement of academic programs. Faculty improvement programs are planned for enriching the faculty vitality and to maximise their performance in teaching learning process. An open door policy for feedback and prompt grievance redressal is being followed. Personal files of faculties are well maintained. Biometric attendance system ensures regularity and fair assessment.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.swayamsiddhi.info/staff
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.

The college has proper online process which covers admission on display of merit list category wise at each stage of admission process. students pay fees using various modes such as cash, cheque, DD and also have online payment. gateway needy and deserving students are given fees concession. we also have fees installment facilities. The college maintains complete transparency in admission process. The college uses software to increase the proficiency of staff towards the accuracy of financial transaction. The college conducts regular internal and external audits of annual books of accounts. The accounts office keeps all financial records in an efficient manner. The software helps to maintain overall efficiency

of the administration. The budget is prepared by various departments. Periodic review meetings are held to strengthen the functioning of the college. Faculty enrichment programmes are organised to stimulate and add value. All the rules and regulations related to faculty recruitment, progression, Retirement etc are followed as per the guidelines of university of Mumbai. Qualified faculty members are

recruited according to the requirements of the academic programs. Proper files of all the teaching and non teaching staff are maintained by the administration department.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.swayamsiddhi.info/organizational-structure
Upload any additional information	View File

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 interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Institute celebrates various programmes and organizes function for teaching and non teaching staff. Teachers day and Guru Pournima celebration has been organized and faculties were felicitated with

gifts. Advance salaries were paid to the employees for their respective festival celebration. Teaching staff was allowed to work from home during pandemic and they were paid 75% of the salary. Faculties were provided all the assistance so that they can have a different online teaching experience. Birthdays of every teaching and non teaching staff are celebrated by having a cake cutting ceremony. Faculties who are pursuing some degree courses or doctorate are availed with duty leave. Advance salary was paid to the faculties who suffered from corona virus. Institute always works for the welfare and betterment of employees.

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

00

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)	No File Uploaded

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

2

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)	View File

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

00

File Description	Documents
IQAC report summary	No File Uploaded
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)	No File Uploaded

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

The performance appraisal identifies the individual's strengths and areas requiring improvement. The employee completes a self-evaluation for discussion and comparison with the supervised assessment. Where performance improvement needs have been identified, a statement of how to address these needs will be outlined by the management after discussion with the employee. There is a monthly

evaluation of performance. All the teaching and non teaching staff regularly sign the attendance muster and institute also has biometric system which shows the regularity of the staff. Lecture logbooks are also kept up to date which helps the management to evaluate the performance of the staff. Google forms are also created as a parameter to measure performance.

File Description	Documents
Paste link for additional information	https://docs.google.com/forms/d/e/1FAIpQLSc7Ow4SdfOxGKkEAMBTx3lpD7PVE0sFXnHZfhbnVSq80bPg2w/viewform?usp=sf_link
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly 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

College has strong mechanism for statutory audit. We have our internal control mechanism where systems are processes and designed to safeguard organization's assets for accurate financial reporting, effective operations and compliance with laws and regulations. Qualified statutory auditors from external sources have been appointed and the team of staff under them do thorough check and verification of all vouchers of the transaction that are carried out in each financial year. Likewise, an external audit is carried out in an elaborate way. The institutional accounts are audited by statutory auditor in order to ensure that adequate procedures and processes exist to provide reasonable assurance that policies and procedures are followed. Internal controls in place are adequate and effective. Institution complies with statutory requirements wherever applicable. Management is responsible for ensuring timely and appropriate action on audit observations/ recommendations for maintenance of reliable internal control system. Minor errors of omissions and commissions when pointed out by audit team are immediately corrected and rectified and precautionary steps are taken to avoid recurrence of such errors in future

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

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)

00

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

institute regularly follows external financial audit system. Financial Budgeting and optimum utilization of finance, including mobilization of resources are the issues considered under this key aspect. There are established procedures and processes for planning and allocation of financial. resources. The institution has developed strategies for mobilizing resources and ensures transparency in financial management of the institution.

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

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 quality assurance strategies are as FOLLOWS:

1. Organization of online conferences and webinars on quality related themes and promotion of quality.
2. Preparation of Strategic Plans to promote quality improvements in academics.
3. Documentation of the various programmes/activities/events to record the continuous improvements.
4. Inculcation of research culture in teachers & students.
5. Increase in the number of online extension activities.
6. Encouragement of students for participation in Projects / Internship.
7. Conduct of skill development and certificate courses through online mode.
8. Conduct of Structured feedback mechanism.

Two Initiatives are described below: 1) Provision for Skill development courses and Certificate courses

The IQAC has taken initiative to provide students with additional skills to enhance knowledge and personality. The College has started various skill development courses that provide students with appropriate hands-on training which helps them to be job ready. The aim is to emphasize learning by doing and provide training opportunities and practical guidance

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

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

IQAC of our College adopts various strategies of enhancing quality in teaching and learning, as teaching and learning is the core area of the activities of the College. The IQAC has been monitoring the quality of teaching learning process and learning outcomes at periodic intervals during its quarterly online meetings. Review of teaching learning process is achieved through following methodologies:

Academic Calendar is prepared at the beginning of the year which is uploaded on College Website. Course wise teaching plan is prepared by the teachers and submitted to HOD'S/Senior most teachers in the department. Time Table is displayed for the students and shared in respective whatsapp groups. Time table is monitored by lecture Coordinators/Heads of various departments and review is taken in the IQAC meetings. Discussion is held on learning outcomes in various programmes and courses. Regular online meetings with HODs/Senior most teachers to ensure timely conduct of tests, tutorials, assignments, practical's and projects. College conducts online co-curricular, extra-curricular and other types of activities for students which are reviewed regularly in the meetings of IQAC with conveners of committees.

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

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)

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has developed GENDER EQUITY CELL and Women's Grievances Redressal Cell during 2019 to promote gender equity, women empowerment. Women's Grievances Redressal Cell is safeguarding and promoting the wellbeing of all women employees and female students of the organization. It takes care of all complaints on sexual harassment of at workplace and action taken for redressal of complaints. Activities has conducted by the grievance cell: 1. Orientation programme was conducted at the beginning of the year and information about the rules and regulation given to female students and staff. 2.The webinars on women empowerment were conducted. 3.Competition for poster making was conducted with quote Violence against Women and Children. 5. International Women Day were celebrated. 6. Rangoli competition were organised on by giving theme on violence against women. For Safety purpose college has installed CCTV surveillance in campus further Anti-ragging committee cell were in active.Various Counselling Session were conducted on gender equity. Mentor mentee relationship Faculties take the role of counsellors where 30 students are counselled by each counsellor per semester. Head of the departments counsel the faculty.members during the appraisal meeting which are held annually. Common room is exclusively available for girl students and boy students.

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	View File
Any other relevant information	No File Uploaded

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

The institution has planned various activities for disposal of waste. but due to covid-19 it was restricted as students are not reporting to college. few activities were conducted which includes the orientation to students about waste management from its inception to its final disposal. students are ask to collect the waste of canteen, further visit to near community in order to create awareness among them. For making campus plastic free all the products which wrapped in plastic banned in college. Mantras of Use, Reuse and recycle printed on paper and awareness created among the students. Two types of Waste bins are provided at campus for bio-degradable and non bio- degradable waste. Plan were proposed for next year regarding recycled water is used to water plants in the institute garden.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus E. None of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	View File

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 C. Any 2 of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

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 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

E. None of the above

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).

The institution has been taking several efforts in providing an inclusive environment for everyone with tolerance and harmony

towards cultural, regional, linguistic, communal socio- economic and other diversities. Various national and international days were celebrated in order to create healthy and eco-friendly environment further awareness among students and community were created. The institute is proactively taking efforts in providing an inclusive environment. Different sports and cultural activities organised inside the college harmony towards each other. Commemorative days like: (1) Women's day (2) Yoga day (3) Navratri celebrated in the college. it establishes positive interaction among people of different cultural backgrounds. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each of them irrespective of their cultural, regional, Communal Socioeconomic and other diversities.

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 has organised many activities to sensitize students and stakeholders to the constitutional obligation: Values, Rights, Duties and responsibilities. Every year, on Republic day and Independence Day, Teachers plans programme which helps to remember the struggle of freedom fighters and respect the National Flag and National Anthem. Further on occasion of Republic day with a theme of importance of Indian Constitution which is also part of syllabus. The annual cultural fest (Rupantaran) is also promoting the awareness towards rights and duties of citizens where Skits, Dances, Poetry, singing etc are based on such themes. A course is introduced namely Constitution of India in the subject foundation course for BMS & B.COM students. The objective of this course is to spread awareness and imbibe the constitutional values in the conduct of students. The course includes content on fundamental rights, duties and responsibilities of every citizen. The course would acquaint the students with legacies of constitutional development in India and help them to understand the most diversified legal document of India and philosophy behind it. It would make students aware of the theoretical and functional aspects of the Indian Parliamentary System.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic 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 C. Any 2 of the above

4. Annual awareness programmes on Code of Conduct are organized

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	View File
Any other relevant information	No File Uploaded

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

The Institution created its position as one of the leading centre of excellence of Bhiwandi. Our college celebrates National and International days enthusiastically every year. All staff members and students gather in the college to celebrate these days. Every event is celebrated like culture and number of activities giving message to society. Celebration of constitutional and cultural festival is integral part of colleges co-curricular activities. Throughout session different days are celebrated by students with guidance of teachers which help them to know about different cultures.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

The institution has implemented the i)summer camp (soft skill) to inculcate interview skill, presentation skill among student and also train them with etiquettes and grooming for overall personality development ii) Corporate Guest lecture series as best practices for the students. In these practice the students are involve with the faculty for success. The objectives of the practices was to enhance the learning skill of the students. To impact a deeper understanding of the course. To explore real time application and challenges. To develop skills among the students to work as teams. During pandemic the contribution of institution towards fees and studies, online mode work for students and staff and the contribution of each students towards these project.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

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

The Institution has a thriving and lively campus ambience which emanate, inter alia, from the extra and co curricular initiatives. The Institution, today, has a well established reputation of forming well-groomed, knowledgeable and disciplined individuals who, with their qualities of mind and heart, act as the leaven of society. In essence, the Institution prides itself. in shaping the moral fibre of society through the students nurtured within its portals. To translate the goals into reality, the Cells, Clubs and Associations have launched several outreach initiatives in order to build a

spirit of empathy and social concern. All out efforts are made to equip students with the necessary soft skills that enhance their overall development and personality. As a special thrust, societal development is also instilled on a large scale into the students through the active NSS unit which undertakes various services to inculcate social values throughout the year. The NSS unit undertake a reduced paper drive. Since last five years the students also contribute to this initiative and all paper free and done only through web portal. we also strictly prohibits use of thermacol for any creative activities and most of the creative work are done by recycling of old material.

NAAC

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 Mitra Sangh's Degree college, Bhiwandi is a Institution affiliated to Mumbai University, and follows the curricular prescribed by the University. The College ensure effective curriculum delivery through a well planned and documented process. Academic Council prepares the academic calendar of the college and also the concerned departments prepare their departmental academic calendars. The academic calendar specifies suitable available dates for significant academic and other activities. Meetings are held in each department to discuss about the course distribution for the academic sessions every year. Based on the expertise of individual teacher, the syllabus is allotted to them by the Head of the Department. Every department prepares teaching plan, allotting term-wise topics to be taught. Syllabus of each subject for the academic session is provided to the students. Faculty members prepare semester-wise teaching plan for theory and practical at the beginning of every academic year/semester. For the up-gradation of subject-related knowledge, college organizes seminars, conferences, and workshops. Faculties effectively and creatively use PPTs, models, charts, and various educational software for delivering the subject knowledge. At the end of every academic year, feedback from teachers, students, non-teaching staff and guardian is collected by IQAC in coordination with feedback committee, it is then analyzed and analysis report is communicated to the administration of the students.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.swayamsiddhi.info/

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

Due to the outbreak of COVID 19 and subsequent lock downs declared from time to time, Heads of the different departments were informed about the conduct of online lectures, practicals and various activities through GoogleMeet, Classroom, Zoom and other online tools. Faculties from respective departments prepared plans for the delivery of their course material through the year. The Heads of the Departments, autonomously for their departments, and then in dialogue with the Principal plan academic, co-curricular and extracurricular activities at the beginning of the year. WhatsApp groups and Classrooms were used to share academic and exam related information with the students. Detailed Examination schedule was announced in advance, by the Examination Committee through WhatsApp groups, Emails, College website and special student mentoring groups were used to cater the needs of students during the COVID 19 outbreak. To make students familiar with the examination pattern, class tests and mock tests were conducted well in advance.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.swayamsiddhi.info/annual-calender

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

E. None of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
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	
3	
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)	View File
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)	
00	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
00	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
00	

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

Educational Institution, being a very important part of society; has a major role to play in handling cross cutting issues. As colleges are developing the youth of the country, our curriculum of some regular courses tries to address issues related to Environment, Sustainability, Gender and Professional Ethics while some value added courses aim to inculcate social, human values, thereby leading to the holistic development of students. The College is affiliated to the University of Mumbai. The curriculum of different courses is designed by the Boards of Studies of respective subjects/courses. The College contributes to the designing of curriculum in the capacity of members of BoS and various other related Committees and Workshops organized by the BoS and give suggestions.. The curriculum of various courses such as, Economics, , Foundation Course, ethics covers the issues relevant to professional ethics, gender, human values, environment and sustainability. These subjects help in sensitizing the students about all above mentioned important issues required for preparing them to be responsible citizens of the country.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

00

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

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

131

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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	C. Any 2 of the above
--	-----------------------

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	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	View File
URL for feedback report	https://www.swayamsiddhi.info/student-report

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 sanctioned seats during the year

1817

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

1176

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

2.2 - Catering to Student Diversity

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

The institution has developed students monitoring system for smooth execution of plan, every department prepares a plan of action at the beginning of the year in order to identify slow learner and advance learner. For the above purpose department conduct various practices like, Multiple choice Questions, Problem or case study based exams (Specially in BMS), Oral exams, Open-book and allow them to write practice exam at home with available e-sources, Essay exams etc. These practices conducted in both online & Offline mode. Further for advance learner project work is assigned also ask them to tutor slow learner by making their

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1160	19

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

1) Power point presentation competition was conducted on 26 th , 27 th and 28 th July 2021. 17 students participated in activity. Students are asked make a proposal on business idea, Social

Issues and education system and present it in 10-15 minutes. The activity was conducted in class room and other students asked to attend the programme. Name of participants:- 17

2) Case study evolution competition was organised on 15 th & 16 th October, 2021. 8 participants were participated and presented their view on given case study. Students used online platform for explaining the same. Some students took help of TEDx.com for getting more information and motioned in the study. No. of Participants:- 08

3) Students ask to collect note from news paper on business & Accounting aspect mentioned in the month of November and December 2021. 4 students done were collected the same and major from this displayed on notice board.

File Description	Documents
Upload any additional information	View File
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

For effective use of ICT tools every faculty has asked to update himself with latest online platform used for delivering session. Also orientation given to students for handling online platform like, Zoom, Google Forms, Google Drives, Power Point, Visual Studio 2008, SQL Server, R-Studio, Eclipse, MS-Office, Gmail and its effective use.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.swayamsiddhi.info

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

17	
File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded
2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
00	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
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	
00	
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)	No File Uploaded
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

17

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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 Institution is affiliated to University of Mumbai, it follows the guidelines, rules Regulations for CIE prescribed by University time to time. Apart from this the Institution has also designed mechanism for continuous evaluation as per given below: In the beginning of the year Orientation Programme was conducted where students are oriented for examination patterns, Tentative Examination dates, ATKT system and code of conduct. The Students are given Project work in foundation Course subject in each semester and project reports submitted by students are evaluated. Defaulter students whose attendance is below 75 are given previous years Question papers to solve and submit assignments. For BMS Internal examination were planned on the basis of syllabus conducted till September

tentatively. Before the beginning of the University Examination, Preliminary Examinations are conducted for each semester. The assessed answer-books are distributed among the students for providing them feedback on their answer-books, marks allocation and scope for further learning. The Remedial coaching is also conducted for the students facing difficulties in learning subject topics. After semester end examination, students' evaluated results are displayed on the notice board.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

and efficient

Keeping in view the previous year's Academic Calendar and University circular stating term period and list of holidays, the IQAC prepares the current year's Academic Calendar with the help of the academic body, administration and the Principal. The Calendar includes a Month wise plan of academic activities, Co-curricular Extra-curricular activities, staff meetings, tentative examination dates, assessment Result declaration. The examination committee prepares a tentative examination calendar on the basis of the Academic Calendar. As the Examination dates are declared by the University two months before the conduct of

Examination, the institution should be able to prepare only a tentative schedule. After the University exam date declaration, the exam committee prepares the notices and circulars for exam supervision, tentative dates of assessment, mark-sheet submission, marks entry, result declaration and distribution.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.swayamsiddhi.info

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Program outcomes, program specific outcomes and course outcomes for all programs

Programme Out comes Course B. Com ? Helps the students to have commercial sense ? Helps the students to develop skills on management ? Helps to understand the Budget policy ? Helps in Framing policies and strategies for research and development process, ? Know about Planning, organizing, coordinating, recruiting, selecting, training, ? Get the Knowledge of corporate law PROGRAM OUTCOME - COURSE BMS: ? The learning outcome of BMS is very much linked to the program outcome. Learners of BMS during their phase of graduation learn various subjects of Commerce & Management. Through these subjects they develop various skills through plethora of subjects. ? To provide comprehensive management training to students by way of interactions, projects, presentations, industrial visits, practical training, job orientations and placements. ? To provide

adequate basic understanding about management and finance? education to the students. Programme Specific Outcomes BCom and BMS knowledge of principals and concepts of accounting, accounting rules, accounting ? Followed in sole trading concern, partnership firm, joint stock companies, Banking companies, Branch organization, Departmental Organisation, Case and sub cases etc., ? Enables the students to acquire the knowledge of management principles, retail

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.swayamsiddhi.info/courses
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

as institution implemented program and framed strategies for its achievements. the result for the same are many students got internship and few are equipped in logistic department. the institution collected details of students who benefited the course and program.

File Description	Documents
Upload any additional information	No File Uploaded
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

295

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
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.info/igac>

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)

NIL

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)	No File Uploaded

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

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

00

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

1

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

NIL

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

01

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Due to Pandemic in this year we have not enroll students for any such activity.

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

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - 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

3.3.3.1 - 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

00

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 last year (Data Template)	No File Uploaded

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

00

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)	No File Uploaded

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

20

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

College campus report shows more than 30 computer system, 2 laptop and 1 printer in the college is done with the help of laboratory assistance and the resident engineer. The house keeping is managed by the group and its private contract. There is total 7 staff for handling all the facelifts avail is in computer lab. Library report state that at present library has more than 4704 books for B.com and 5634 books for B.M.S & 9 Journals/Magazines and 11 newspaper. Beside books and journals the library has 195 CDs/DVDs & charts. Computer lab report shows that the collage is sufficiently equipped with adequate lab facilities. All the computer equipped with LAN. The computer lab as well equipped with the power back up facilities. The College has fully

modernized computer facilities with 40 computers of latest configuration loaded with licensed operating systems and necessary software (as per the requirements of the respective streams) which has Auto Update facility enabled. In addition, College has equipped with computers, digital learning resource access with necessary accessories along with peripherals like servers, printers, stabilizers, UPS etc. LAN: Broadband connections of 100 Mbps capacity is spread over the campus. In addition, Central Library has separate 25 Mbps connection.

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

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

It helps the students understand how to maintain harmony between body and mind. Weekly lectures organized to explain the importance of Yoga. Smt. Maheshara Momin explained the importance of Yoga in the life of youngsters. She explained that regular practice of Yoga will help the students achieve better mental and physical health. .After which a few warm up and simple Asanas wereperformed by the students and the teachers enthusiastically and the importance of these Asanas was explained simultaneously about 'The Positive Framework of Meditation'. . Negativity she said increases the hormonal imbalance in people and thus there is a confusion of thoughts leading to stress. She emphasized the fact that purity of increases thought positivity in a person. Purity of thought increases mentally and further create a physically strong people, which positive nation leading to positive world. She conducted a 3 minute meditation session the students and teachers and professed the regular use of meditation in one's life. The International Yoga Day is a gift to the world by PM Modi, who put forward proposal on 1 Ith December 2014 in the United Natio General Assembly. which was accepted by 193 Nations. 21st June is since been celebrated as International Yoga day.

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

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

02

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

02

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

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)

18,57,700/-

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)	View File

4.2 - Library as a Learning Resource

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

Swayam siddhi college Library has ILMS Software: E granthalya developed by INFARANET. The Library has been automated since the year 2019. Software for University Libraries E granthalya is state-of-the-art integrated library management software designed and developed by the INFARANET Centre, based on requirements of College and University libraries. It is user friendly software developed to facilitate working under client-server environment. Software for University Libraries E granthalya Software for University Libraries is an state-of-the-art integrated library management software designed and developed by the INFARANET Centre based on requirements of college and university libraries. The software is compliant to international standards for bibliographic formats, networking and circulation protocols. After a comprehensive study, discussions and deliberations with the senior professionals of the country, the software was designed to automate all operations in library. The software is suitable not only for the academic libraries, but also for all types and sizes of libraries. Library has 30 computers with dedicated 50 Mbps leased line in addition to 100 Mbps College leased line, two printers. Free internet surfing is available for students in library. The library is Wi-Fi enabled connected to the main server through Local Area Network with domain configuration and anti-virus security. Power backup facilities are available.

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

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

E. None 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)	View File

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)

13,71,586/-

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)	View File

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

11

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College has fully modernized computer facilities with 40 computers of latest configuration loaded with licensed operating systems and necessary software (as per the requirements of the respective streams) which has Auto Update facility enabled. In addition, College has equipped with computers, digital learning

resource access with necessary accessories along with peripherals like servers, printers, stabilizers, UPS etc. LAN: Broadband connections of 100 Mbps capacity is spread over the campus. In addition, Central Library has separate 25 Mbps connection. The College has been procuring latest configuration hardware since inception. The hardware is frequently updated through buy-back policy as needed. All departments of the College have computer facilities. The College has two servers for library management, office database management (internet proxy server) Wi-Fi management, student database management system etc. All the computers are connected through wired and wireless Campus Area Network and the internet access is controlled through a firewall while students have access to internet facility from 9.30 a.m. to 5.00 p.m. two computers are used exclusively for the examination work. Licensed Software: College has Microsoft with Campus Licensed and Antivirus software for all computers. Provision is made in the budget for annual maintenance contract for maintaining the hardware.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.swayamsiddhi.info/_files/ugd/7505e1_f3f6802366a240e8be6269e9bfc387cf.pdf

4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)**

1803320/-

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)	View File

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.

Computer Laboratory IT infrastructure is under the provision of one full time technician who is available in the college round the clock for maintenance of IT infrastructure in the campus. Regular inspection of computers and others accessories is done by Lab Attendant/ Assistant. Preparation of list of non working computers and other accessories like printer, scanner, mouse, and keyboard is being repaired by them. Non working Computers and other accessories are repaired under warranty period, if warranty expires it is repaired under technician. Expert technicians are called if required for the maintenance like UPS. The estimates of expenditure is prepared for the required items to be purchased. Bills are submitted to accounts section for the payments. For some parts the technicians from the manufacturers are called. The sanction is sought from the purchase committee. Maintenance work is carried out. Further the Bills are submitted to accounts office. Purchases are made as per the following predefined procedure requirements list is finalized at each department by HOD. Three reasonable quotations are presented in a comparative statement before Purchase Committee for onward sanctions. Material is procured and bills are submitted in accounts office. All the expenditures are incurred after appropriate approvals from purchase committee.

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

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

0

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)	No File Uploaded

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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

45

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)	View File

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	B. 3 of the above
File Description	Documents
Link to institutional website	https://www.swayamsiddhi.info/student-corner
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
00	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
00	
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)	No File Uploaded
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	
00	
File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	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	
105	
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	No File Uploaded
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

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 has devised techniques to enhance the leadership qualities of the students by appointing students as representatives of various administrative, co-curricular and extracurricular activities by being a part of various committees and cells. The details of their representations and participation are as follows, 1. Class committee 2. Activity Based Learning 3. Technical Premier League 4. Grievance Redressal Cell 5. Entrepreneurship Development Cell 6. AntiRagging Committee 7. All Technical Clubs as Student Ambassador 8. Cultural Club 9. Sports

Club 10. Class Representative Meetings 11. Women Empowerment Cell

File Description	Documents
Paste link for additional information	https://www.swayamsiddhi.info/
Upload any additional information	No File Uploaded

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**

00

File Description	Documents
Report of the event	No File Uploaded
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)	No File Uploaded

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

The Alumni Committee of College is made and functioning as well but due to pandemic no meetings were conducted and that's why no contribution is offered by Alumni.

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

Our college has always been abiding by the mission and vision statement set by the management. Regular lectures were conducted amidst the pandemic both online and offline. Both conventional and non-conventional methods are used by the teaching faculties to foster an amicable learning environment. We have various activities for the smooth functioning of academic and administrative departments. The institute has developed a system of efficient administration consisting of Principal, Vice Principal, Head of Departments etc. Faculty members also play an important role in implementing vision and mission of college. Department In-Charge and Activity Coordinators have been appointed for each program. Our institute is always committed to the society and aims at upliftment of students of all the sections. Our faculties adopt innovative teaching techniques to engage students and give them a vibrant learning experience. Our institute provides environment to the students where all the teaching faculties, non-teaching faculties and students feel loved and respected. Students are motivated at every point so that they can put their utmost efforts in everything. Our institute aims at making students the budding entrepreneurs by helping them in start ups.

File Description	Documents
Paste link for additional information	https://www.swayamsiddhi.info/mission-and-vission
Upload any additional information	No File Uploaded

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

The institute has been adopting various institutional practices such as decentralization of authorities. Degree college of this

institute has various departments .The head is the Principal followed by Vice- Principal and head of departments of BCOM and BM. There is a proper allocation of work, duties and responsibilities in the institute. Various committees are formed to perform various activities throughout the year. Some of the important committees of the college are Internal Quality Assurance Cell, Unfair means committee , Examination Committee, Research and Development Committee, Dept.of Life Long Learning and Extension (DLLE) Women Development Cell, Art Circle, Ex. Students Association (Alumini), Career Guidance and Placement Cell, College Magazine, Health Services & Welfare Scheme, Anti - Ragging , Feedback Committee (Students, Parents and Stakeholders), Women Grievance Redressal, Students Grievance Redressal, SWOC Analysis, Scholarship Committee, Cap Coordinator etc. College has very active IQAC which promotes various activities of the college for college enrichment. Heads of Department, plan and supervise the departmental activities like teaching, learning and evaluation, students enrichment activities and Internal Assessment etc

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute up to date with the changes happening in the curriculum. The format of program in terms of rationale, structure objectives is reviewed . The institute has always laid emphasis on learner centric approach engagement activities are conducted such as powerpoint presentation, debates etc. students are encouraged for field trips , Industrial visits and internships. students are motivated for research based projects faculty members are also involved research and workshops. Institute has college library which maintains books, magazines, Journals e-resources etc. college has also created online and offline helpline members and helpdesk for students. proper reservation policy is followed. The college maintains complete transparency in administration. Corporate Guest lectures are organised for the students to give them an overview about the corporate world. Special activities are organised for soft skill and aptitude development of the students. Proper online

examination set up has been made by the examination committee for the students due to pandemic. Regular online lectures were conducted using various ICT tools. All the rules and regulations related to faculty recruitment are followed as per the guidelines of University of Mumbai. Qualified faculties are recruited according to the requirement of academic programs. Faculty improvement programs are planned for enriching the faculty vitality and to maximise their performance in teaching learning process. An open door policy for feedback and prompt grievance redressal is being followed. Personal files of faculties are well maintained. Biometric attendance system ensures regularity and fair assessment.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.swayamsiddhi.info/staff
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.

The college has proper online process which covers admission on display of merit list category wise at each stage of admission process. students pay fees using various modes such as cash, cheque, DD and also have online payment. gateway needy and deserving students are given fees concession. we also have fees installment facilities. The college maintains complete transparency in admission process. The college uses software to increase the proficiency of staff towards the accuracy of financial transaction. The college conducts regular internal and external audits of annual books of accounts. The accounts office keeps all financial records in an efficient manner. The software helps to maintain overall efficiency of the administration. The budget is prepared by various departments. Periodic review meetings are held to strengthen the functioning of the college. Faculty enrichment programmes are organised to stimulate and add value. All the rules and regulations related to faculty recruitment, progression, Retirement etc are followed as per the guidelines of university of Mumbai. Qualified faculty members are recruited according to the requirements of the academic programs. Proper files of all the teaching and non teaching staff

are maintained by the administration department.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.swayamsiddhi.info/organizational-structure
Upload any additional information	View File

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 interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Institute celebrates various programmes and organizes function for teaching and non-teaching staff. Teachers day and Guru Purnima celebration has been organized and faculties were felicitated with gifts. Advance salaries were paid to the employees for their respective festival celebration. Teaching staff was allowed to work from home during pandemic and they were paid 75% of the salary. Faculties were provided all the assistance so that they can have a different online teaching experience. Birthdays of every teaching and non-teaching staff are celebrated by having a cake-cutting ceremony. Faculties who are pursuing some degree courses or doctorate are availed with duty leave. Advance salary was paid to the faculties who suffered from corona virus. Institute always works for the welfare and

betterment of employees.

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

00

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)	No File Uploaded

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

2

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)	View File

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

00

File Description	Documents
IQAC report summary	No File Uploaded
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)	No File Uploaded

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

The performance appraisal identifies the individual's strengths and areas requiring improvement. The employee completes a self-evaluation for discussion and comparison with the supervised assessment. Where performance improvement needs have been

identified, a statement of how to address these needs will be outlined by the management after discussion with the employee. There is a monthly evaluation of performance. All the teaching and non teaching staff regularly sign the attendance muster and institute also has biometric system which shows the regularity of the staff. Lecture logbooks are also kept up to date which helps the management to evaluate the performance of the staff. Google forms are also created as a parameter to measure performance.

File Description	Documents
Paste link for additional information	https://docs.google.com/forms/d/e/1FAIpQLSc7Ow4SdfQxGKkEAMBTx3lpD7PVE0sFXnHZfhbnVSq80bPg2w/viewform?usp=sf_link
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly 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

College has strong mechanism for statutory audit. We have our internal control mechanism where systems are processes and designed to safeguard organization's assets for accurate financial reporting, effective operations and compliance with laws and regulations. Qualified statutory auditors from external sources have been appointed and the team of staff under them do thorough check and verification of all vouchers of the transaction that are carried out in each financial year. Likewise, an external audit is carried out in an elaborate way. The institutional accounts are audited by statutory auditor in order to ensure that adequate procedures and processes exist to provide reasonable assurance that policies and procedures are followed. Internal controls in place are adequate and effective. Institution complies with statutory requirements wherever applicable. Management is responsible for ensuring timely and appropriate action on audit observations/ recommendations for maintenance of reliable internal control system. Minor errors of omissions and commissions when pointed out by audit team are immediately corrected and rectified and precautionary steps are taken to avoid recurrence of such errors in future

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

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)

00

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

institute regularly follows external financial audit system. Financial Budgeting and optimum utilization of finance, including mobilization of resources are the issues considered under this key aspect. There are established procedures and processes for planning and allocation of financial. resources. The institution has developed strategies for mobilizing resources and ensures transparency in financial management of the institution.

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

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 quality assurance strategies are as FOLLOWS:

1. Organization of online conferences and webinars on quality related themes and promotion of quality.
2. Preparation of Strategic Plans to promote quality improvements in academics.
3. Documentation of the various programmes/activities/events to record the continuous improvements.
4. Inculcation of research culture in teachers & students.
5. Increase in the number of online extension activities.
6. Encouragement of students for participation in Projects / Internship.
7. Conduct of skill development and certificate courses through online mode.
8. Conduct of Structured feedback mechanism.

Two Initiatives are described below: 1) Provision for Skill development courses and Certificate courses

The IQAC has taken initiative to provide students with additional skills to enhance knowledge and personality. The College has started various skill development courses that provide students with appropriate hands-on training which helps them to be job ready. The aim is to emphasize learning by doing and provide training opportunities and practical guidance

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

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

IQAC of our College adopts various strategies of enhancing quality in teaching and learning, as teaching and learning is the core area of the activities of the College. The IQAC has been monitoring the quality of teaching learning process and learning outcomes at periodic intervals during its quarterly online meetings. Review of teaching learning process is achieved through following methodologies:

Academic Calendar is prepared at the beginning of the year which is uploaded on College Website. Course wise teaching plan is prepared by the teachers and submitted to HOD'S/Senior most teachers in the department. Time Table is displayed for the students and shared in respective whatsapp groups. Time table is monitored by lecture Coordinators/Heads of various departments and review is taken in the IQAC meetings. Discussion is held on learning outcomes in various programmes and courses. Regular online meetings with HODs/Senior most teachers to ensure timely conduct of tests, tutorials, assignments, practical's and projects. College conducts online co-curricular, extra-curricular and other types of activities for students which are reviewed regularly in the meetings of IQAC with conveners of committees.

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

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)

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has developed GENDER EQUITY CELL and Women's Grievances Redressal Cell during 2019 to promote gender equity, women empowerment. Women's Grievances Redressal Cell is safeguarding and promoting the wellbeing of all women employees and female students of the organization. It takes care of all complaints on sexual harassment of at workplace and action taken for redressal of complaints. Activities has conducted by the grievance cell: 1. Orientation programme was conducted at the beginning of the year and information about the rules and regulation given to female students and staff. 2.The webinars on women empowerment were conducted. 3.Competition for poster making was conducted with quote Violence against Women and Children. 5. International Women Day were celebrated. 6. Rangoli competition were organised on by giving theme on violence against women. For Safety purpose college has installed CCTV surveillance in campus further Anti-ragging committee cell were in active.Various Counselling Session were conducted on gender equity. Mentor mentee relationship Faculties take the role of counsellors where 30 students are counselled by each counsellor per semester. Head of the departments counsel the faculty.members during the appraisal meeting which are held annually. Common room is exclusively available for girl students and boy students.

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
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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
--

The institution has planned various activities for disposal of waste. but due to covid-19 it was restricted as students are not reporting to college. few activities were conducted which includes the orientation to students about waste management from its inception to its final disposal. students are ask to collect the waste of canteen, further visit to near community in order to create awareness among them. For making campus plastic free all the products which wrapped in plastic banned in college. Mantras of Use, Reuse and recycle printed on paper and awareness created among the students. Two types of Waste bins are provided at campus for bio-degradable and non bio- degradable waste. Plan were proposed for next year regarding recycled water is used to water plants in the institute garden.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File
7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	E. None of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants 	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	View File
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	C. Any 2 of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

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 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

E. None of the above

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).

The institution has been taking several efforts in providing an

inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities. Various national and international days were celebrated in order to create healthy and eco-friendly environment further awareness among students and community were created. The institute is proactively taking efforts in providing an inclusive environment. Different sports and cultural activities organised inside the college harmony towards each other. Commemorative days like: (1) Women's day (2) Yoga day (3) Navratri celebrated in the college. it establishes positive interaction among people of different cultural backgrounds. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each of them irrespective of their cultural, regional, Communal Socioeconomic and other diversities.

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 has organised many activities to sensitize students and stakeholders to the constitutional obligation: Values, Rights, Duties and responsibilities. Every year, on Republic day and Independence Day, Teachers plans programme which helps to remember the struggle of freedom fighters and respect the National Flag and National Anthem. Further on occasion of Republic day with a theme of importance of Indian Constitution which is also part of syllabus. The annual cultural fest (Rupantaran) is also promoting the awareness towards rights and duties of citizens where Skits, Dances, Poetry, singing etc are based on such themes. A course is introduced namely Constitution of India in the subject foundation course for BMS & B.COM students. The objective of this course is to spread awareness and imbibe the constitutional values in the conduct of students. The course includes content on fundamental rights, duties and responsibilities of every citizen. The course would acquaint the students with legacies of constitutional development in India and help them to understand the most diversified legal document of India and philosophy behind it. It would make students aware of

the theoretical and functional aspects of the Indian Parliamentary System.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic 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

C. Any 2 of the above

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	View File
Any other relevant information	No File Uploaded

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

The Institution created its position as one of the leading centre of excellence of Bhiwandi. Our college celebrates National and International days enthusiastically every year. All staff members and students gather in the college to celebrate these days. Every event is celebrated like culture and number of activities giving message to society. Celebration of constitutional and cultural festival is integral part of colleges co-curricular activities.

Throughout session different days are celebrated by students with guidance of teachers which help them to know about different cultures.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

The institution has implemented the i)summer camp (soft skill) to inculcate interview skill, presentation skill among student and also train them with etiquettes and grooming for overall personality development ii) Corporate Guest lecture series as best practices for the students. In these practice the students are involve with the faculty for success. The objectives of the practices was to enhance the learning skill of the students. To impact a deeper understanding of the course. To explore real time application and challenges. To develop skills among the students to work as teams. During pandemic the contribution of institution towards fees and studies, online mode work for students and staff and the contribution of each students towards these project.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

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

The Institution has a thriving and lively campus ambience which emanate, inter alia, from the extra and co curricular initiatives. The Institution, today, has a well established reputation of forming well-groomed, knowledgeable and disciplined

individuals who, with their qualities of mind and heart, act as the leaven of society. In essence, the Institution prides itself. in shaping the moral fibre of society through the students nurtured within its portals. To translate the goals into reality, the Cells, Clubs and Associations have launched several outreach initiatives in order to build a spirit of empathy and social concern. All out efforts are made to equip students with the necessary soft skills that enhance their overall development and personality. As a special thrust, societal development is also instilled on a large scale into the students through the active NSS unit which undertakes various services to inculcate social values throughout the year. The NSS unit undertake a reduced paper drive. Since last five years the students also contribute to this initiative and all paper free and done only through web portal. we also strictly prohibits use of thermacol for any creative activities and most of the creative work are done by recycling of old material.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. To revise the Vision and Mission of the College, where necessary, to align with the aforesaid objectives.
2. To provide thrust to achieve excellence in niche courses, such as BCOM & BMS.
3. To provide space for and make available Canteen Facility for Students & Staff Members.
4. To create Additional Lecture Rooms by optimally utilizing the available space.
5. To automate various Office Administration Processes.
6. To make available all Information online on the College web-site relating to Admission, Examinations,
7. To facilitate a Research Environment in the College, which encourages Faculty and Students to undertake Research.

8. To continue to provide formal education to needy and deserving students, by providing - fee concessions, book bank facility, etc.

9. To continue to organize Extension Activities for the benefit of the Society and to create awareness on various social issues.

10. To Introduce Job-oriented and Skill based courses.

11. To give additional thrust to Campus Placements Initiatives;

12. To Identify Talent among students for various sports & cultural activities;

NAAC