



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Bunts Sangha's S M Shetty College of Science Commerce and Management Studies
• Name of the Head of the institution	DR. SRIDHARA SHETTY
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02261327327
• Mobile no	9833666826
• Registered e-mail	college@smshettyinstitute.org
• Alternate e-mail	principal@smshettycollege.edu.in
• Address	HIRANANDANI GARDENS ,POWAI ,MUMBAI
• City/Town	MUMBAI
• State/UT	MAHARASHTRA
• Pin Code	400076
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Self-financing				
• Name of the Affiliating University	UNIVERSITY OF MUMBAI				
• Name of the IQAC Coordinator	DR. LIJI SANTOSH				
• Phone No.	02261327361				
• Alternate phone No.	02261327363				
• Mobile	9819290177				
• IQAC e-mail address	iqac@smshettycollege.edu.in				
• Alternate Email address	viceprincipal@smshettycollege.edu.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.smshettycollege.edu.in/uploaded_files/AQAR%202020-2021.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.smshettycollege.edu.in/uploaded_files/Academic_calendar-2021-22.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.04	2016	04/11/2016	04/11/2021
6.Date of Establishment of IQAC			04/06/2014		
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	
IQAC	RESEARCH	ICSSR	2022	80,000	
DBT	SCHOLARSHIPS	STATE	2021-22	26177	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	05
<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? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes
<ul style="list-style-type: none"> • If yes, mention the amount 	80000
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>Research Methodology Workshop in Social Sciences: Twenty four certificate courses was conducted New website launched Organised faculty development programmes Successfully completed audits for academics and administration. library, environment and gender</p>	
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
Deekasharambh:	Student Induction Programme 2021-2022 as per UGC Guidelines was organized on 6, 7 and 8 th September, 2022.
Research Methodology Workshop in Social Sciences:	College was fortunate to get grants from Western Regional Centre (WRC) Indian Institute of Social Sciences (ICSSR) to conduct research methodology programme in social sciences and it was organised from 18 April 2022 to 28 April 2022.

Certificate Courses:	: College could successfully complete 24 certificate courses for the academic year 2021-22.
Faculty Development Programmes	thirteen FDPs organised
Audits conducted	Administrative Audit, Academic Audit, Library Audit, environment audit
B.Sc.(Data Science)	B.Sc.(Data Science) from the Academic Year 2022-23
Participation in NIRF	College has participated in National Institutional Ranking Framework (NIRF) 2020 and the report was uploaded on college website.
ISO 21001:2018: ISO 21001:2018	We have successfully complete the surveillance audit for Quality Management System ISO 21001:2018 in the month of March 2022
Feedback structure for teaching learning and evaluation w	was revisited and conducted it online. The survey was uploaded on institutional website.
Green Initiatives :	Rain Water harvesting work was carried out successfully and is functional now Solar Panels installed for Solar energy in the ground.
. Institutional Repository	D space Library Institutional Repository installed where in all in-house publications will be posted
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)
CDC	14/10/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	15/02/2022

15. Multidisciplinary / interdisciplinary

Our college is a multidisciplinary one. We offer programmes in the Science stream, Commerce stream, and also Arts stream. Almost all programmes run by the institution have interdisciplinary courses/chapters integrated into their respective curriculum. These courses are truly interdisciplinary and provide a global perspective on the domain area. The institute last year had conducted 24 Certificate Courses of interdisciplinary nature and students of any programme can register and complete the Certificate course.

16. Academic bank of credits (ABC):

NEP 2020 facilitates multiple entries and exits in pursuing higher education. This enables students to choose their own learning path to attend a degree / diploma / certificate. Working on the principle of multiple entry and exit will facilitate anytime, anywhere and at any level of learning. The ABC will offer us an online centralised system of credit accumulation and enable student mobility.

17. Skill development:

We conduct more than 20 Certificate courses integrating varied skill components in them. To name a few, Digital Marketing and E-CRM, Tally ERP 9 and GST, Graphic Design, Film making, Microsoft CPM, Advanced Python, and Behavioral Economics. In addition to this, we are incorporating skills to enhance critical thinking, creativity, communication skill, Environmental awareness and action, Community engagement and service.

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

The language club of the college introduced an online course on the basics of Marathi. The course was for 45 hours and was completed successfully. The course is aimed at teaching non-Maharashtrian students. The outcome of the course was students could read, write and converse in Marathi. Many cultural activities to imbibe Indian

value system and traditions were organised in a distance mode in the college.

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

In the Induction Day program which is known as Deeksharambh, an honest attempt is made to orient the students on Outcome-Based Education. Various workshops, webinars, and seminars were conducted to orient the faculty to develop the COs, POs and PSOs with respect to industry standards, employability skills, and acquaintance required. The COs, POs and PSOs are communicated to students and explained what is expected of them at the end of the semester or the academic year.

20.Distance education/online education:

During 2021-22, all the classes were held in hybrid mode. Even the practicals of Science subjects and evaluation of projects were also conducted on hybrid mode. Students have the facility in the Library of e-learning and students have been oriented towards MOOCs and Courseware.

Extended Profile

1.Programme

1.1	302
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2556
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	160
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File
2.3	844
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	35
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	35
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	31
Total number of Classrooms and Seminar halls	
4.2	35952497
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	284
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

The College, affiliated to the University of Mumbai, offers degrees in Science, Commerce and Management studies and follows the curriculum set by the University. The year 2021-22 being an exceptional year, the institution adopted an online framework for working and learning from home. Every teacher sets their teaching plan, methodology, and learning outcomes in individual work diaries online, scrutinized by the coordinators and the principal. Learning platforms like Google Classroom, are used and projects are assigned through them. Students with learning disabilities are identified and mentoring programmes or remedial lectures scheduled accordingly. The college is equipped with ICT facilities and computer laboratories, a full-fledged library, and a WEB OPAC. The college has also launched a monthly digital bookshelf and user IDs and passwords to access the digital library and INFLIBNET. Attendance is taken using google forms and the records are maintained department-wise on Excel. MasterSoft is used for analyzing the examination results. Every department is at liberty to host expert guest lectures, workshops, seminars, and events as per the permissions granted by the University or Board of Studies. All processes are documented by issuing notices, progress, or reports. Social media is used for better communication among the student segment. Feedback is sought from all stakeholders, for analyzing the effectiveness of planning and execution.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.smsheettycollege.edu.in/userpanel/DisplayPage.aspx?page=cocoa&ItemID=m

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

The institute is affiliated with the University of Mumbai and adheres to the academic calendar laid down by the university. The institute has its own activity and academic calendar prepared before the commencement of the academic year. The Calendar Committee takes into consideration inputs from the principal and vice-principals, IQAC, the heads of departments, the examination committee, sports committee, cultural committee, and student council, with details of the curricular and co-curricular activities to be conducted by the

institute, both by faculty as well as students. The primary objective of the academic calendar is to avoid date clashes and overlapping between events, activities, and examinations. The academic calendar also provides the students with dates of examinations and grants them enough time for preparation for the same. The academic calendar also mentions the date of commencement of terms and vacations, and holidays. The academic calendar is uploaded on the website of the institute. In addition, the college also has an Examination Calendar giving the detailed schedule for commencement of the examination, submission of question papers, CAP, due dates for submission of mark sheets, moderation, result declaration, rechecking, and revaluation. Each department also has its own departmental calendars in accordance with the academic calendar of the institute. The calendar committee also works at rescheduling activities/events/examinations to align with the University notifications/circulars, regarding, but not limited to, examinations. The right to modify the Academic Calendar rests with the Principal only.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.smsheettycollege.edu.in/userpanel/DisplayPage.aspx?page=cocoa&ItemID=m

<p>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</p>	<p>A. All of the above</p>
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File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

9

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

24

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

2326

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The college follows the curriculum prescribed by the University of Mumbai for the various programmes offered i.e B.Com., BAF, BBI, BMS, BMM and BSc. IT and strives to impart core values and ethics through it. To cite a few examples, the BSc. IT programme includes Green Computing that teaches sustainable development. Foundation Course highlights relevant issues like Disparity, Growing Social Problems, Environment and Ecology, Sustainable Development, Human Rights and Contemporary societal challenges. The College has specialised committees which address cross-cutting issues across sections of society, like National Service Scheme (NSS), Department of LifeLong Learning (DLLE), Women's Development Cell (WDC) and Nature Club, which organizes activities for the students like 'Creative Paper Bag Making Competition on Paper Bag Day', 'Eco-friendly Ganesh Utsav Competition', 'Green Computing Exhibition', 'Rally on HIV/AIDS awareness', 'Sanitary Pads Donation', 'Rangoli Competition on National Girl Child Day', 'Geeta Jayanti Recitation Competition', 'Samabhav International film festival on Gender Diversity & Inclusion', 'Road Safety Awareness Drive', 'Snehasadan Visit to Orphanage', 'Sustainable Menstruation Drive', 'Painting Competition on Communal Harmony', 'Pledge on Constitution Day', 'Poster Making Competition - Gender Equality - (S)he in AtmaNirbhar India', 'International Women's Day Celebration', 'Blood Donation Drive', 'Best out of waste Competition', 'Vikhroli Railway Station Cleanup'.

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.	View File

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

12

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
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	View File
Institutional Data in Prescribed Format	View File

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

1277

File Description	Documents
Any additional information	View File
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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.smsheettycollege.edu.in/UserPanel/DisplayPage.aspx?page=cacae&ItemID=s
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.smsheettycollege.edu.in/NAAC/Analysis_of_Syllabus_Feedback_21-22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

930

File Description	Documents
Any additional information	View File
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

160

File Description	Documents
Any additional information	View File
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 assesses the marks obtained by the learners in the qualifying examination (10+2 grade) and the performance in formative

assessments, helps to categorize the learners into slow learners and advanced learners. The institute routes the slow learners by conducting regular Remedial Lectures. Batch-wise Mentoring Sessions are conducted to bring them to a competitive level with other learners at par. These learners are also provided recorded lecture videos for self-paced learning, comprehensive question banks and number of Mock tests for self-evaluation and assessment. The counselling cell of the institute helps the slow learners to understand and overcome their personal problems, if possible. The advanced learners are motivated for industry related research and participation in the State level Avishkar Research Convention. The institute provides them various platforms for skill-based certificate courses and to inculcate entrepreneurship qualities. Separate mentoring sessions are conducted to guide these learners for a brighter career, and to seek better opportunities in higher education.

In order to enrich the learning levels, bridge courses are conducted and the learners are encouraged to participate in curricular and extra-curricular; inter-collegiate and intra-collegiate competitions, skill-based certificate courses, informative workshops and webinars. Learners are also enrolled for Internships to get hands-on professional experience.

File Description	Documents
Paste link for additional information	https://smshettycollege.edu.in/uploaded_files/21-22_2.2.1_Website.pdf
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
2556	35

File Description	Documents
Any additional information	View File

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

Experiential Learning: Learners undergo numerous activities and organize events which helps them to develop professional skills, and enhance their practical experience. Learners are directed for internships and project work in order to learn through experience. Field trips, Annapurna Yojana, Green Computing & Project Exhibition spearheads in experiential learning. "Studio Awaaz"- a podcast solely managed by the students helps them to develop skills in scripting, programming, production and editing. The college and Departmental magazines are developed by the learners.

Participative learning: Zoom breakout rooms, Discussion circles and Flipped learning is a regular practice. Projects, presentation, Quiz and poster competitions, research assignments are given to students/groups of students. Students are sent for Avishkaar- state level research competition and Students Research Convention organized by the various department of the College. The Project Innovation Center conducts activities to bridge the gap between the curriculum and the industry. To inculcate participative learning webinars are being conducted.

Problem Solving Methodology: Analytical understanding and problem-solving skills of learners are enhanced by means of case studies, brainstorming, group discussions and career guidance Webinar or workshops are being conducted. Interaction with alumni through 'Aspirant Series' and 'Alumni Diaries' to share their experience and Guide learners for different career choice.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://smshettycollege.edu.in/uploaded_files/21-22_2.3.1_Website_compressed.pdf

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

The college do facilitate various ICT facilities, Cloud-based storage, Data center, Wifi facility to enhance the teaching-learning activity. In the process of Computer Assisted Learning the Teacher uses Information and Communication Tools - LCD projectors, ICT enabled classrooms, Computer Labs, Laptops, Internet and Intranet, E-mail, web Learning, Blogs and Forums.

The teaching and learning process makes effective use of ICT-enabled

e-learning resources, online courses, and online video lectures which are promoted by the college in order to make the teaching-learning process more student-centric and effective. Teachers use the ZOOM, Microsoft Team, and Google Meet meeting apps to conduct the lectures and breakout room options to conduct the case studies in a group and the students' Evaluation was conducted through the Eklavya Examination software. Following ICT training program conducted during the academic year:

? ITR FILING

? Video-making workshop

? Emerging Learning Designs for Engaging Classrooms in Higher Education

? 10-day ICSSR Sponsored Online Research Methodology Workshop

All the teachers have taken initiatives in making the teaching-learning process more interactive through Presentations, Online Quiz, Google Classroom, and Edmodo for sharing education resources, Video lectures, and practical demonstrations through Youtube channels, Access to e-journals.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

35

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

4

File Description	Documents
Any additional information	View File
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)	View File

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

218

File Description	Documents
Any additional information	View File
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.

- Online and Offline assessments are conducted for all UG & PG programs as per the directives of University of Mumbai.
- College is the cluster head amongst 7 colleges in South Mumbai Ghatkopar 4 region for conducting assessments.
- The notices, time tables, and modus operandus of assessments are informed to the learners through the college website, Google classroom, class WhatsApp groups, and during regular lectures.
- Each learner is allotted a unique institutional email id for secured assessment purposes.
- Demonstrative training sessions and mock tests are conducted for learners to acquaint themselves with the format and technical aspects of the examination.
- Question papers as per Bloom's taxonomy are prepared, assigned, scheduled, and verified by the course in charge and coordinators through the Examination Committee.
- College uses online proctoring through Zoom for examinations rooted through Google forms via Google classrooms. Also 'Eklavya' examination software by Splashgain Technologies Pvt. Ltd is used for online assessments. Offline assessments are conducted physically on campus.
- Offline evaluation by Centralized Assessment Program (CAP) and external moderation to ensure uniformity and transparency.

- Additional time and scribes are provided in the case of differently abled and LD learners.
- Additional Internal Examination is conducted for eligible learners similarly.

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

- Internal examination related grievances are addressed as per the college grievance redressal policy and mechanism which is informed to learners duly.
- The college takes pre-emptive measures to mitigate grievances related to internal assessments.
- Learners may raise grievances by use of physical forms or online through college website.
- An information survey is conducted to understand general and technical issues pertinent to learners as per guidelines of University of Mumbai.
- Technical & informative training sessions and mock tests are conducted for hands on practice and reducing glitches proactively.
- Technical helpdesk is live for learners before, during and after the examination to address grievances
- The electronic evaluation process of the MCQ examinations has nullified the assessment related grievances.
- The 'No Revaluation' policy for online MCQ examinations has been evoked by the University of Mumbai, thus annulling revaluation related grievances.

- The examination results are processed electronically through 'Mastersoft ERP' to generate score card of each student.
- The Vigilance Squad, Examination Committee, Unfair Means Committee and Grievance Redressal Cell address examination related grievances in a transparent, time- bound and efficient manner.
- The efficiency of the fairness in the evaluation system and handling of student grievances is well rated in the student's feedback.

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

2.6 - Student Performance and Learning Outcomes

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

- The Programme outcomes and Course outcomes are framed as specified by University of Mumbai and the Board of Studies of that specific Programme.
- The institution ensures outcome based education for skills and development of competencies.
- The Programme outcomes, Programme Specific Outcomes and Course outcomes are designed indicatively to boost subject knowledge from basic principles to detailed version.
- Detailed COs, POs & PSOs in line with institution's mission, vision and goals are displayed on college website.
- The department ensures that the department head and subject incharges formulate each course outcome with respect to industry standards, employability skills and acquaintance required for the same in accordance with the specifications of University of Mumbai.

- Timely guidance to the department regarding the PO, PSO and CO is given by the IQAC of the institution by organizing various workshops, seminars, webinars and faculty development programs.
- Source for dissemination of COs, POs and PSOs-
- College website for all students, teachers, alumni and parents.
- Orientation Programme - Deeksharambh for first year students and teachers.
- Regular classes and discussions
- Parents Teacher meeting.
- Library
- Departmental Notice Board

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://smshettycollege.edu.in/uploaded_files/PO,_PSO,_COs_merged_n.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The institute has a process to measure the attainment of POs and COs with two methods, direct and indirect methods.

The direct method of measurement includes calculation of attainment of POs and COs through result analysis. The COs of all courses are mapped with the POs to obtain PO attainment level. The indirect method refers to the alumni survey and employer feedback survey.

The attainment Levels for COs are as follows:

- CO attainment % is $\geq 75\%$, the attainment level is 3
- CO attainment % is $\geq 55\%$ & $\leq 74\%$, the attainment level is 2
- CO attainment % is $\geq 40\%$ & $\leq 54\%$, the attainment level is 1

The attainment levels for POs are as follows:

- PO attainment % is between 66.66%-100%, the attainment level is 3
- PO attainment % is between 33.33%-66.65%, the attainment level is 2
- PO attainment % is less than 33.33%, the attainment level is 1

Assurance Mechanism:

Principal- By continuous monitoring and vigilance through work diary assessment, Result Analysis, Teachers Feedback

Teachers- By Timely Syllabus Completion, Continuous Internal evaluation, Effective mentoring

Students- By undergoing continuous assessment of students and participating in Curricular, Co-curricular and Extracurricular activities

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://smshettycollege.edu.in/uploaded_files/21-22-2.6.2_CO_Attainment.pdf

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

825

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	View File
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.smsheettycollege.edu.in/NAAC/Students_Satisfaction_Survey_Analysis_21-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

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)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

NIL

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

3.2 - Innovation Ecosystem

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

- A patent has been filed in the name of our faculty Prof. Vijay Vishwakarma for the invention titled "A Skill Matrix System and Method for Job Recruitment"
- Various entrepreneurship based activities conducted under Incubation Center,
- "Carnival" - stall setup event
- "Sambhav" - A national level entrepreneurship awareness programme
- Session on video making using "Render Forest"

- Visit to knowledge summit organised by International Bunts Chamber of Commerce (India) on entrepreneurship
- Webinar on "Social Entrepreneurship"
- Brand Building and Video making Competition
- Research Promotion:
 - 'Seed Money' is provided both to the faculty and students.
 - In total forty seven students of the college actively participated in 'Avishkar', a state level research convention.
 - College also organised in total Three National Level Research Conferences.
- The Hoonar Club conducted activities for skill development such as,
 - "National Level Photography Competition"
 - "Bake n Flake" - tips n tricks on baking,
 - Workshop on Paper Flower Decor and Mehandi designs,
 - Dandiya decoration and Doodling competition
- Skill development Certificate courses conducted in various areas such as Banking, Equity and Mutual Funds, Microsoft Excel, Direct tax, Financial Markets etc.
- Digital Library: Access to E-books and E-journals were provided through N-LIST. Digital Book-Shelf and E-periodicals rack was introduced.

Green Computing event was conducted where innovative new technical projects out of waste which are environment friendly were created and exhibited.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.smsheettycollege.edu.in/UserPanel/DisplayPage.aspx?page=cacge

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

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

16

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)	View File

3.3 - Research Publications and Awards

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

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

10

File Description	Documents
URL to the research page on HEI website	https://www.smsheettycollege.edu.in/UserPanel/DisplayPage.aspx?page=gs&ItemID=ca
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

48

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

3.4 - Extension Activities

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

- Webinar on International Yoga Day, 5 days yoga challenge ,Fourth Poshan Mah of "Suposhit Bharat" was organized.
- A donation campaign "Khushi ??? Khushi - A mission to help the needy." Total 453 Sanitary Pads donated.
- Covid-19 Vaccination Drive where 81 people were vaccinated and also Polio Drive was conducted where 11000+ kids were immunized.
- Cleanliness Drive and "Vikhroli Railway Station Cleanup" drive was conducted.
- Tree plantation made from plastic waste where 58 trees were planted.

- "Voluntine Week" from 8th February to 14th February,2022 where various days were celebrated such as Thankyou Day, Cleanliness Day, Food Donations Day, Clothes Distribution Day, Tree Plantation, Animal Feeding and Voluntine Day.
- Flood Relief Activity was conducted for the flood affected people at Kolhapur.
- National Institute of Disaster Management (NIDM) conducted a 3 day online training programme on "Capacity Building And Resilience For Culture Heritage Disaster Risk Reduction" where over 350 participants across the country participated.
- Street Play on Women Empowerment to overcome obstacles in life or work .
- Blood Donation Camp was organized where 200+ Units were collected. 150 ECO BRICKS and 100 kgs of E-waste were collected.
- Visit to Orphanage at Sneha Sadan- home for the homeless to celebrate Friendship Day with orphaned boys

File Description	Documents
Paste link for additional information	https://www.smsheettycollege.edu.in/userpanel/DisplayPage.aspx?page=caais
Upload any additional information	View File

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

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

8

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

88

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

88

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

8

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

4

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.

The Campus area of the Institution is 6503.86 sq. mts.

- The College has adequate facilities for the core teaching learning process:-
- 30 ICT enabled air conditioned classrooms to accommodate

60/120 students each for U.G and P.G programs

- All the classrooms have built-in wall-mounted LCD projectors, CCTV cameras, speakers and smart wall panels.
- 05 Smart Boards/Interactive Boards.
- 26 laptops available for teachers to facilitate teaching-learning.
- 03 ICT labs for U.G programs and 01 specialized ICT Lab for M.Sc.IT P. G program with 217 computers all with appropriate configuration and internet facility of bandwidth 150 MBPS and with 02 lab assistants. There is a separate full-fledged server control room for handling ICT facilities.
- An electronics lab for B.Sc.IT UG students.
- College has an approved Research Center in Commerce for 8 PhD scholars

Academic support system for learning and overall development:-

- In the library there are 15 computers dedicated for students and 07 for teachers and PhD Scholars.
- The college has exclusive space for extension activities and for committees with ICT facilities viz. National Service Scheme (NSS), Department of Life Long Learning and Extension (DLLE), Women's Development Cell (WDC), Placement Cell, Councilor's center, Cultural committee and Sports center.
- There is a multi-purpose auditorium with the seating capacity of 250 - 300, a seminar hall with the seating capacity of 90 and a conference room with the seating capacity of 35.
- There is Xerox (Reprography) facility for the students on the 7th Floor.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.smsheettycollege.edu.in/uploaded_files/AQAR-2021-22/NAAC%204.1.1_Supporting%20Documents.pdf

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

- The College has a turf laid playground with viewing stands, sand pit, volleyball, football, cricket and basketball courts.
- The playground is also used as a multi-purpose open air auditorium for intra and inter collegiate events with a capacity of over 3000 attendees.
- There is a full time sports director and specialized coaches are appointed to train college teams for intercollegiate level, University level and National level events in sports like football, cricket, kabaddi, volleyball and basketball.
- There is a well-equipped and maintained gymnasium for the benefit of staff and students.
- The building terrace on the 9th floor has been redesigned to facilitate games like lawn tennis, football and net cricket
- There is a Yoga centre on the 7th Floor

College campus for intercollegiate/university competitions/government support activities:

- The college premises are available for the benefit of the society in the following manner:- Hosting events for the University of Mumbai, hosting inter-collegiate annual fests(Emmorzeal), hosting inter-collegiate games, annual institutional staff sports meet, cultural events on days of national importance like Independence Day, Republic Day, elections polling.

- There is a 3 bed Medical room with two full time nurses and first aid is available in the campus.
- There is a cafeteria with hygienic conditions and a healthy menu having a seating capacity of more than 100 students.
- There is a girls common room (GCR) with attached restroom and other amenities like sanitary napkin vending machine and incinerator machine, and boys common room (BCR). Both the GCR and BCR have indoor games facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.smsheettycollege.edu.in/uploaded_files/AQAR-2021-22/NAAC%204.1.2_Supporting%20Documents.pdf

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

31

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.smsheettycollege.edu.in/UserPanel/DisplayPage.aspx?page=cocoa&ItemID=m
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

72.7

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
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)

Library of the college referred to as 'Learning Resource Center' is a hybrid library and is open for 12 hours in a day. The library collection comprises of books, periodicals, geographical resources, CD-ROMS & online resources. The library provides access to e-resources through N-LIST subscription and Digital Library Website. The library provides variety of services to its users ranging from regular to specialized. Library organizes many activities for the students on a regular basis. The library committee meets twice a year to discuss & propose matters related to library and it's functioning. 'Plagiarism Checker X' software is available in the library. During the pandemic period, the library provided remote access to e-resources & information services through digital library website & N-LIST. The library uses the software 'SOUL 2.0' for its in-house operations. Following modules of the software are used by the library: Acquisition: Books Purchase Cataloguing: Books Database Circulation: Issue and Return Serial Control: Periodicals Processing OPAC: Online Catalogue Administration: Control of all modules of SOUL 2.0 Web OPAC: Online Catalogue on the Web Reports: Reports and Labels Generation

? Name of ILMS software - SOUL ? Nature of automation (fully or partially) - Fully ? Version - 2.0.0.14 ? Year of Automation - 2010

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.smsshettycollege.edu.in/uploaded_files/4.2.1.pdf

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	A. Any 4 or more of the above
--	--------------------------------------

File Description	Documents
Upload any additional information	View File
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)

1.98

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

56

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

- Keeping in mind the interest of students and teaching staff, the institution has 4 well equipped computer laboratories (two labs on 5th floor, one each on 6th and 8th floor) with latest configuration desktops with dedicated individual machines for teachers to teach in any lab.
- Each department has been provided with two highly configured laptops for conducting lectures and each classroom is well equipped with built in projectors, speakers, LAN Connectivity (through WiFi as well as physical connectivity) and whiteboard. In some classrooms smart boards have been installed for conducting lectures.
- The college has a tie up with Google (gSuite) and Microsoft (Teams) from
- All the staff rooms and offices have been well equipped with Printing facility as well as photocopy provision has been made available for all teaching and non-teaching staff.
- Institution has been provided with a High Speed WiFi facility (upgraded from 50 MBPS to 150 MBPS) WiFi can be accessed via 29 access points on campus provided by Jio Fiber.
- 143 Closed Circuit Television Camera (CCTV), digital signage TV installed on 7th floor
- all the main machines have been backed up with Uninterrupted Power Supply (UPS).
- Biometric Attendance System has been deployed.
- Student's attendance is monitored digitally through RFID devices and Identity Cards embedded with RFID chips.
- Apart from this, IT team have their own policies and procedures for smooth and efficient working of IT infrastructure.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.smsheettycollege.edu.in/uploaded_files/IT-Policy.pdf

4.3.2 - Number of Computers

284

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
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)

37.52

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
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.

- The computer laboratories are attended by Computer Lab Assistants and maintained by the IT Team who maintain record of the lab usage. They resolve technical issues reported to them. There is a well Structured IT Policy.
- Lab equipment's are strictly inspected by lab assistants before the commencement of practical classes and examinations. Online Stock register & logbooks are maintained and the Instruments / Computers are used within the proximity of teachers
- Cyber Policy for online classroom etiquettes was introduced for the students
- The Library Committee meets to discuss the function, requirements, utilization of resources, distribution of funds and other matter pertaining to the library. Library Policy gives detailed description of Library Hours, General Rules, Borrowing Rules for students and staff and of functioning of library.
- Research Policy is adopted for the students and faculty.
- In lieu of House Keeping AMC- Minimum of 2 staff per floor are designated.
- Physical facilities policy includes structural audits as per need.
- Sports policy includes the preparation of annual budget and development of sports teams. There are centralized policies in

place for the procurement and maintenance of the colleges infrastructure

other Annual Maintenance Contracts like : Pest control, Housekeeping, Air Conditioners, Water Coolers, Biometric Machines CCTV Networks, Xerox (Reprography), stationery providers - office, exam, other requirements, Fire Safety - Fire Extinguishers, building maintenance, etc

- Mastersoft - Online Admissions, College Office Automation and database management, Examination Automation - like processing regular and atkt student exam admission, hall ticket generation, processing and finalization of results

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.smsheettycollege.edu.in/uploaded_files/21-22_4.4.2_IT-Policy_merged.pdf

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

5

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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)	View File

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

160

File Description	Documents
Upload any additional information	View File
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**

A. All of the above

File Description	Documents
Link to Institutional website	https://www.smsheettycollege.edu.in/uploaded_files/AQAR-2021-22/21-22%205.1.3%20Capacity%20building%20and%20skills%20enhancement%20in%20initiatives%20taken%20by%20the%20institution.pdf
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

2148

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

2148

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

29

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

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

49

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

45

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

1

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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)

Under the provisions of section 40(2) (B) of Maharashtra's University Act, 1994, there shall be a Students' Council for each affiliated recognized institution of the following members:- i)

Principal ii) One lecturer nominated by the Principal iii) National Service Scheme Program officer iv) One student from each class who has shown academic merit at the examination held in the preceding year and who is engaged in full-time studies in the college nominated by the Principal/Director. v) Director of Sports and Physical Education if any. vi) One student from each of the following activities, who has shown outstanding performance, nominated by the Principal: 1. Sports 2. NSS 3. Cultural Activities vii) Two lady student members nominated by the Principal. Students' Council is formed every year as per guiding principles given by the University of Mumbai in a secular and democratic way. Students are an integral part of decision-making in the college, wherever applicable. Students are assigned roles and responsibilities in various committees as a result of which they get to polish their interpersonal skills and learn to manage events and time.

As part of Academic and Administrative planning, they represent the students as class representatives and representatives of department associations. They are a part of the College Development Committee and the IQAC. Student representatives are integral to the team of college and department magazine committees, and statutory committees like NSS, DLLE, WDC. Student representatives of cultural and sports committees look into the organizing of events in their respective fields.

File Description	Documents
Paste link for additional information	https://www.smsheettycollege.edu.in/userpanel/DisplayPage.aspx?page=caceg
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

22

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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 college has a registered Alumni Association Reg.No. 2472/2018. All graduating students are eligible to become members. As of 2021, the alumni association has 1969 registered members. The goal of the alumni association is to leverage the network and skills of our graduate students for the benefit of our current students and overall development of the college. Accordingly, the association organizes interactions with Alumni on various topics and avenues which contributes significantly to the development of the institution through support activities.

S. No.

Alumni engagement and contribution to college activity

No. of Alumni Participated

2021-2022

No. of events

1.

Interaction with faculty and students- Nostalamus

235

1

2
Engagement in cultural and co-curricular activities

48

2

3

Engagement in career guidance

9

9

4

Engagement in skill development

2

2

Alumni are a part of the Decision Making Bodies like the IQAC of the college. They give feedback on the curriculum and teaching methodology. A total amount of Rs. 2,21,107 is the financial contribution in the Alumni account to date and the Alumni also contributed an amount of Rs 31,363/- for a student undergoing a medical emergency. Alumni are invited regularly by various departments to extend Placement, Career Guidance, Internship assistance, and skill development guidance to students. Alumni participate in sports and cultural activities of the college as mentors and judges. This year Alumni sports meet was organized on 18 December 2021 which was attended by 48 Alumni. Nostalamus the Alumni Meet this year was attended by 235 Alumni.

File Description	Documents
Paste link for additional information	https://www.smsheettycollege.edu.in/userpanel/DisplayPage.aspx?page=gi
Upload any additional information	View File

5.4.2 - Alumni contribution during the year

E. <1Lakhs

(INR in Lakhs)

File Description	Documents
Upload any additional information	View File

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

a) Vision: "Personality Development for Nation Building"

b) Mission:

- To enable Young minds to discover and develop their potential in an environment conducive to learning.
- To develop Technically competent young individuals with practical skills
- To create Socially conscious and morally upright global citizens for a new India.

All activities of the college are in accordance with the vision and mission of the college. The institution's spirit of vision and mission has been sufficiently incorporated into our academic, co-curricular, extracurricular, and extension activities. In order to increase the students' employability, academic programmes created and developed by the affiliated university are supplemented with skill development programmes.

More than 40 committees and associations are working to assist students discover their hidden talents and present them on various platform.

The intercollegiate, academic, and cultural competitions serve to inspire and motivate students.

The institution places a high value on value-based education as a component of the curriculum since it helps students become responsible members of society. In order to boost their confidence and help them fulfil their potential, the institution encourages

students to participate in projects and internships.

To make our students easily employable, we offer more than a dozen certificate programmes with heavy skill components. Through appropriate mentoring and counselling, students' emotional health is also taken care of in addition to their academic performance.

File Description	Documents
Paste link for additional information	https://www.smsheettycollege.edu.in/UserPanel/DisplayPage.aspx?page=c&ItemID=e
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.

Our institution adheres to decentralization and participatory management. Members of numerous statutory and non-statutory organizations, including conveners, are teachers and students.

The vice-principals, coordinators, and faculty members get delegations of power and responsibility from the principal. The IQAC is presented with proposals, recommendations, and requirements before being placed in a CDC meeting and receiving approval.

The departments with the help of the Registrar of the college prepares budgets, host conferences, seminars, workshops, and webinars, and offer career counseling. Student managers oversee extension programs like NSS and DLLE.

With an appropriate agenda and presentations, the principal and vice principal meet with management twice a month. In actuality, the principal and vice principal serve as the instructors' and students' liaisons.

the Principal of the college makes a monthly presentation to the governing council (Powai Education Committee) and details about Decentralization and participatory management are therefore deeply ingrained in the organization.

File Description	Documents
Paste link for additional information	https://www.smsheettycollege.edu.in/uploaded_files/ORGANOGRAM.png
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Yes: College has a perspective plan.

The principal with IQAC has developed strategic plans and accordingly developed a perspective plan based on the recommendation of NAAC during the first cycle.

The gist of perspective plan and its compliance are as follows:

Permanent Affiliation: Institution has got Permanent Affiliation from University of Mumbai.

Research Center in Commerce: Research Center in Commerce approved by University of Mumbai has been established leading to Ph. D degree.

In the areas of Quality Enhancement institution has shifted from ISO: 9000 to ISO: 21001 : 2018. College has also got Ramkrishna Bajaj National Quality Award (RBNQA) merit certificate.

Introduction of UG and PG programmes in the emerging areas: College has got approved PG programme in M.Com (Business Management) and has applied for B.Sc. (Data Science).

Introduction of Skill Development Programmes:

Infrastructure augmentation. The institution's bore well is available to fulfil the access water requirement. The Solar Energy generation project work is complete.

Energy Conservative Activities: LED lights are used in place of ordinary lights.

Environment Enrichment Activity: Waste plastic water bottles have been used to make Eco-bricks by the students of the college.

Collaborations: Incubation Center of the College has entered into MOU with Atal Incubation Center of NITTE University, Karkala, Karnataka state to facilitate start-up activities. All the above activities are complete and in place.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.smsheettycollege.edu.in/uploaded/files/PERSPECTIVE_PLANS_2016_-21.pdf
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.

Our college is a Kannada Minority Institution affiliated to university of Mumbai. The College is managed by Bunts Sangha, Mumbai with three-tier system of its governance. At the apex level it is the governing body, at the Institutional level Powai Education committee (PEC) and at the college level, the Principal is assisted by IQAC Coordinator, Vice-Principals, Programme coordinators, faculty and non- teaching staff. Important policy decisions are taken by Powai Education Committee (PEC) in accordance with the recommendations of CDC and IQAC. In fact, CDC and IQAC have been represented by all stakeholders - management, principal, staff, students, alumni, professionals, and industry experts. Planning and executions of academic, administrative, infrastructure matters improve and enhance the quality and overall excellence of the college.

Service Rules: The College follows the rules, regulations and procedures laid down by University of Mumbai, UGC and the Government of Maharashtra.

Various Policies: Various policies such as Research Policy, Staff Welfare Policy, IT Policy, HR Policy, Sports and games Policy, Attendance Policy, Feedback Policy etc. have been formed.

Audits: Academic and Administrative audits are conducted to identify the areas of improvement in academics and administration. We also conduct Library audit, Gender audit, Energy audit and Environmental audit.

File Description	Documents
Paste link for additional information	https://www.smsheettycollege.edu.in/UserPanel/DisplayPage.aspx?page=e&ItemID=e
Link to Organogram of the institution webpage	https://www.smsheettycollege.edu.in/uploaded_files/ORGANOGRAM.png
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	View File
Screen shots of user inter faces	View File
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

Our institution has effective social policies which provide career development and advancement opportunities for students, teaching and non-teaching staff and take various measures to ensure this. For teaching staff, the institution encourages research and provides seed funding for research publication and presentation. Teaching staffs are encouraged to take postgraduate lectures, minor/major research projects and are recognized towards completion of Ph.D. The institution provides training for teachers to complete her NSS and DLLE training. There are several programs designed to provide financial assistance to both teaching and non-teaching. Full-time employees are also entitled to maternity leave, casual leave, sick leave, duty leave, and paid leave. The institution also conducted and continued to participate in many online events and workshops for faculty. Every year, the institution celebrates Teacher's Day and

presents appropriate gifts to all teachers. Staff also have access to a medical centre with two registered nurses, a counselling centre, and a well-equipped gym. The institution also hosts free health checks for teachers and non-teachers once or twice a year. The college facilitates the professional growth and enrichment of the staff by implementing an effective Performance Appraisal System. This system is maintained with the objective of improving academic and administrative standards.

File Description	Documents
Paste link for additional information	https://www.smsheettycollege.edu.in/uploaded_files/21-22_6.3.1_Supporting_Document.pdf
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

5

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

6

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	View File
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

3

File Description	Documents
IQAC report summary	View File
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)	View File

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

The college facilitates the professional growth and enrichment of the staff by implementing an effective Performance Appraisal System. This system is maintained with the objective of improving academic and administrative standards. It functions in the following ways.

Staff Self-Appraisal: The institution had implemented the system of

performance appraisal since its inception. This appraisal form is revisited every year by IQAC to implement the current changes happening in the academic arena. Staff members of our college are given the opportunity to carry out self- assessment which helps them to identify where they stand, and what skills they possess. Staff self-appraisal is carried out through a well-structured staff self-appraisal form, which is to be filled and submitted by each faculty at the end of every academic year. Research publications by the faculty members, innovative teaching methodologies carried out by the staff members, the outreach programme, committee activities initiated by teachers play a vital role in the appraisal of staff. Staff is also evaluated on the aspects of execution of the responsibilities and their leadership effectiveness in heading committees.

Appraisal for the Non-teaching Staff: The Principal and the Registrar of the college observe the performance of the non-teaching staff. Non-teaching staff is provided with an appraisal form for self-assessment. Principal and Registrar counsels those who lag.

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

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

Qualified statutory and internal auditors are appointed to examine and audit the books of accounts of our institution.

Internal Auditors verify the quotations and cost comparisons and ensure justification for placing or giving orders for procurement or construction.

Internal auditor also examines the indents, approvals, and payment vouchers on a regular basis. At the end of the month,

the internal auditor prepares the draft of discrepancies, if any, and brings them to the notice of the Accounts manager.

Accounts manager in turn seeks clarification from various other

departments, like Accounts HR, Administration, IT, etc. each

Department is supposed to give clarification and Justification to the queries raised by the internal auditor.

Such draft queries with clarification and justification finally would be sent to the Central Audit Committee, Bunts Sangha, Mumbai. If the Internal auditor still feels that some of the issues are still to be discussed with the management, he will bring such issues to the notice of the management. Statutory auditor/s are appointed in the AGM of the parent body, Bunts Sangha, Mumbai.

File Description	Documents
Paste link for additional information	https://smshettycollege.edu.in/uploaded_files/21-22_6.4.1_APPOINTMENT_LETTER_OF_INTERNAL_AUDITOR_2021.JPG
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)

24025

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

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

Our college is unaided, and the main source of revenue is student fees. The other sources of revenue include:

Receipt out of rent given for conducting IIT Examinations by IIT, Bombay.

Sponsorship for the student's activity Grants received from the University of Mumbai for doing Minor Research projects by teachers.

Delegation fee and Registration fee received from Research Scholars to participate in National / International Conferences.

By letting on rent the stalls during the college festival Emmorzeal. The Alumni of the College also make some small contributions. Sponsorship is raised for conducting the college festival Emmorzeal.

Individuals and associations are approached to sponsor scholarships to needy students.

Interest from fixed deposits

Funds generated are optimally utilized

Student fees are collected online mode only.

Except for Petty cash, no other cash dealings prevail in the college so has to avoid any risk.

The annual budget is prepared every year and gets approval from the management. In the budget, provisions are made for various heads of expenditure.

Purchases are through duly approved purchase orders.

Expenditure on works completed is through duly approved work orders. Any payments beyond Rs.5,000/- is only cheque with prior approval.

Signatories of the cheque include representatives of the management.

File Description	Documents
Paste link for additional information	https://www.smsheettycollege.edu.in/uploaded_files/Faculty-Development-Programme/Research%20Methodology%20in%20Social%20Sciences%20sponsored%20by%20ICSSR.pdf
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

During the post-accreditation period, IQAC initiated a move towards inclusion of all stakeholders in the quality enhancement. Institutionalization of various quality assurance programmes were executed by IQAC during the second cycle include:

Institutionalisation of quality assurance programmes

1. Annual Departmental Presentations - A platform to share ideas and innovations amongst departments Annual Departmental Presentations, an age old best practice of the college is conducted on the last week of every academic year. All the statutory committees along with all departments present their annual reports to IQAC. In their presentations, all the achievements of the committees and departments, innovative methods used to teach conduct classes are described Strengthen the department by more ideas. Learning outcome:
 - ? Road map for the next academic year
 - ? Creative, innovative and result oriented intellectual practices
 - ? Exchange of ideas, thoughts and best practices.
2. Enhancing ICT facilities to meet the need of the Millenials Introduction of e-learning and e content development through various faculty training programmes and also augmenting infrastructure as per requirement annually.
 - a. MOOCS and EDMODO(2017-18)
 - b. GOOGLE classrooms and website designing (2018-19)
 - c. E- Content development (2019-20)
 - d. Gamification of on line teaching (2020-21)
 - e. Enhancing teaching through Video making (2021-22)

Learning Outcome: -

- The faculty started developing e-content for the students which has eased up learning.
- Recorded videos on YouTube and other virtual platforms are easily available to the students.
- Online quiz and assignments submissions are conducted by faculty.

File Description	Documents
Paste link for additional information	https://www.smsheettycollege.edu.in/UserPanel/DisplayPage.aspx?page=cacai&ItemID=s
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The internal Quality Assurance Cell (IQAC) of the College conducts periodic audits for systemic documentation of various processes in academics ? Work diary- Work diary maintained by all teachers. They mention the syllabus plan, time table and daily maintenance of ongoing lectures and in the diary. Every Saturday teachers submit the work diary to their respective department head and subsequently Principal verifies and sign it. Academic and Administrative Audits (External) ? ISO 2018:21001: College entered into this new audit system of ISO in the year 2020- This audit is exclusively meant for educational institutions. Internal and external audits are done annually and report is submitted ? Academic and Administrative Audits (External): Academic and Administrative audit is conducted as per the rules. a thorough review of teaching and learning is done through these audits.

The incremental improvements since first cycle of accreditation
 Infrastructure augmentation for teaching and learning ? All classrooms got Re-furbished of for a better ambience for learning ? Renovation of audio-visual room ? A new IT lab was started on eighth floor for the increasing needs of digital natives ? Increase in the number Smartboards for better teaching and learning ? Purchased Personal computers and upgradation of software ? Improvised sophisticated projectors in all classrooms

- The alumni association got registered
- No. of papers published shows an incremental trend
- Participation in NIRF
- Participation in ARIIA
- Incubation centre started
- No. of placement increased

File Description	Documents
Paste link for additional information	https://www.smsheettycollege.edu.in/userpanel/DisplayPage.aspx?page=eq&ItemID=s
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,

A. All of the above

national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.smsheettycollege.edu.in/uploaded/files/AQAR%202020-2021.pdf
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)	View File

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

- **Gender Sensitization and Awareness Initiatives:** The Women Development Cell (WDC) & Internal Committee (IC) conducts various programs, to educate and prevent sexual harassment at workplace and even college has organised a film fest which was in collaboration with M.A.V.A
- **Awareness on 3rd gender - IQAC** has organized the programe on L.G.B.T.Q as an inclusive part of society.
- **Sensitization by Student Participation:** The students are encouraged to share their views through panel discussions, talks, poem, essay and slogan writing competitions
- **Sensitization through University Curriculum:** The students of programs B.Com, BBI, BAF, BMS and BAMMC have Foundation Course and Gender certificate courses and other courses.
- **Physical Infrastructure for Safe Environment:**
- The college has installed CCTV cameras across the campus which provides surveillane for protection of all students and

staff.

- The College has a daycare facility
- There are separate common rooms for girls and boys in the campus. The girls common room has required facilities like sanitary napkin vending machine etc
- A Sakhi Box has been installed in the Girls Common Room to help the students report their concerns. The committees like WDC, Grievance Redressal Cell (GRC), IC, Anti Ragging Cell.
- Other Facilities:
- Female security guards are deployed at every floor.
- The college has a counseling center. A full time female counselor is appointed and is equipped for handling gender-related issues.
- Every teacher has been assigned the duty of mentoring students.

File Description	Documents
Annual gender sensitization action plan	https://www.smsheettycollege.edu.in/uploaded_files/uploadable_gender_action_plan.pdf
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	https://www.smsheettycollege.edu.in/uploaded_files/7.1.1_Pic.pdf

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	A. 4 or All of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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 regularly updated policy and systems of managing different types of waste.

Solid Waste Management -

- Paper and metal waste (scrap) are disposed through licenced vendor.
- The biodegradable waste of canteen is filled in composters and non-degradable waste is disposed of by Municipal Corporation collection system.
- The institution is in collaboration with a nation-wide initiative "Eco-Brick". Students prepare eco-brick using plastic bags and bottles for preparing public utility products.

Liquid waste management -

- There is waste water and rain water harvesting system installed in the campus with borewells

Biomedical waste management -

(i) Medical Centre: No surgery is conducted or syringe used in medical centre. Other wastes are disposed using red carry bag as per the BMC.

(ii) Ladies Washrooms: The used sanitary napkins are disposed of using black carry bag as per BMC

E-waste management - The institution has collaborated with Aavni Environment and Sustainability Consultancy for recycling of e-waste.

E-waste disposal system:

1. **DONATION - to its own employees and needy institutions of the parent community or around Mumbai**
2. **SELLING FAULTY DEVICES - The e-waste which cannot be reused is sold for recycling to the agency by inviting quotations**
3. **DISPOSAL OF E-SCRAP: The e-waste which cannot be used in above two categories is sold as scrap.**

? Waste recycling system -

- **Compost making from biodegradable waste.**
- **Wastewater recycled through water harvesting system**

? No Hazardous waste generated

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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:

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

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

A. Any 4 or all of the above

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

<p>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</p>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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).

INCLUSIVE ENVIRONMENT:

The staff and students come from diverse cultural, ethnic,

religious, socio-economic and linguistic backgrounds.

CULTURAL & REGIONAL DIVERSITY:

Theme Week & Traditional Attire Day- students dressed in traditional attire from different regions to exhibit their own culture.

LINGUISTIC DIVERSITY:

Hindi Bhasha Divas celebrated with competitions of essay, poetry writing, to promote the use of Hindi on 15th September, 2021 online . The chief guest for the event was Smt. Anjana Mishra, member of Hindi Prachar Sabha.

Marathi Bhasha Divas was celebrated on 28th February 2022 . The guest of honour was Dr. Santosh Pathare, filmmaker and academician .

Matrubhasha Divas was celebrated on 28th February, 2022. Students performed in different languages of India like Bengali, Marathi, Hindi, Bhojpuri, Punjabi, Tamil, Kannada.

Certificate Course on Marathi Language

Marathi Conservation Fortnight

COMMUNAL DIVERSITY:

Festivals celebrated festivals like Onam, Ganesh Chaturthi, Diwali, Christmas .

Painting competition on 25th November, 2021 on the theme Communal Harmony.

Eco-friendly Ganesh Utsav

SOCIO-ECONOMIC INCLUSION:

Government scholarships awarded to students of socially and economically weak sections of society.

During the Covid pandemic all students were given the facility to pay fees in installments

Fee waiver for students who had lost parents due to Covid 19.

Book Bank facility for students .

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

Syllabus:

Programs like BCom, BBI, BAF, BMS and BAMMC have courses covering information about the Constitution of India (FC), Women Rights (Media Gender and Culture), Ethical Conduct (Ethics and Governance) & Media Laws (CCPR, Media Laws)

Freedom of Speech and Expressions:

The institution has been providing platforms like Youth Talk and debates to express their opinion. Students also make use of committees WDC, GRC and ICC for expressing their grievances and issues.

Participation in Constitutional Activities:

- Students take Constitution Day pledge on Constitution Day.

- NSS conducted voters' awareness campaigns and voter registration drives
- Days of National Importance observed:
 - Independence Day
 - Republic Day
 - Gandhi Jayanti
- Students have volunteered for flag collection drive after Republic Day to ensure respectful disposal of the national flag used as pins, badges etc to mark the occasion.

Awareness Session on Constitutional Rights:

The committees like ICC, WDC have been conducting sessions on rights of women, POSH for all stakeholders of the institution. The BAMMC (BMM) department conducted a session on rights of LGBTQ.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.smsheettycollege.edu.in/uploaded/files/7.1.9_New_2021.pdf
Any other relevant information	Nil

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
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

ORGANIZING NATIONAL, INTERNATIONAL COMMEMORATIVE DAYS, EVENTS & FESTIVALS

The college celebrates the international, national and state level commemorative days with students and staff to educate them about the relevance of these days to develop sensitization and maintain harmony. The committees like IQAC, NSS, Students Council, WDC and Nature Club have been organizing awareness sessions, activities and competitions to involve the students and staff in the celebration of these days.

INTERNATIONAL COMMEMORATIVE DAYS:

To bring social and environmental awareness and sensitization, the institution celebrates days like International Women's day, International Mother language day, World Earth Day, World Environment Day, World Ozone Day, International Labours Day, International Yoga Day etc.

NATIONAL AND STATE COMMEMORATIVE DAYS:

To celebrate the achievement of our great country and its leaders and to learn from them the college conducts various activities on Independence Day, Republic Day, Maharashtra Day, Teachers day, Hindi Bhasha Divas, Marathi Bhasha Divas, Constitution Day, Gandhi Jayanti, Savitribai Phule birth anniversary, and Birth anniversary of Dr. S.R. Ranganathan, Father of Library Science in India.

FESTIVALS TO CELEBRATE CULTURAL HERITAGE OF OUR COUNTRY:

The institution celebrates festivals like Onam, Christmas, in the campus which brings joy and togetherness amongst the members.

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	View File
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.

BEST PRACTICE I

INNOVATIVE AND CREATIVE KNOWLEDGE SHARING

Objectives : to provide a platform for sharing knowledge; enhance research

Context

Adopt various means to acquire, manage knowledge

Practice

1. SHARING KNOWLEDGE:

- Annual presentations
- Annual report presentation
- Departmental magazine.
- College website to share information
- Teachers and departments have YouTube channels, social media
- Google Classroom and websites

C. KNOWLEDGE SHARING:

- STUDIO AWAZ
- STUDIO SAMACHAR
- THE KNOW SHOW
- CAPSULE ACTIVITIES
- PEN IT DOWN & IMPRESSIONS
- BOOK REVIEW COMPETITION

D. SESSIONS BY ALUMNI:

- E-GURUKOOL, ESPERANZA & GUARDIAN ANGELS

E. ENCOURAGING RESEARCH : guidance on Research Paper, Avishkar, Research Conferences

5.Evidence of Success

- Increased participation in AVISHKAR,
- Publishing of research papers, books
- 6.Problems Encountered :
- Self-financed, can not use expensive softwares

BEST PRACTICE - II

DEVELOPING RESPONSIBLE CITIZENS

Objectives: to develop sensitivity towards society and environment.

Context:

- Students participate in social and environmental initiatives

Practice:

- University and Certificate Courses

Sustainable Systems :

- solar panel, Rain Water harvesting
- LED lights
- Vehicles restricted
- Activities to sensitize students:
 - Celebration at orphanages and senior citizens
 - Sanitary napkins distribution
 - Donating used-computers, clothes, furniture
 - Blood donation camp
 - Contributing for neighbourhood:
 - cleaning Vikhroli Railway station, Powai lake, Chopati beach
 - Traffic control

Responsibility as citizen:

- Voter Awareness, Oath Taking, Registration

Equity Initiatives female:

- Self-defense, Medical & legal guidance, Thalassemia checkup
 - Environmental Initiatives:
 - Tree plantation, Gifting saplings,
 - Eco-friendly products

-E-waste management

- Plastic Ban, eco-brick

Evidence of Success:

- Consistent Number of NSS volunteers
- Many recognitions

Problems:

- No contribution from any agency or industry

File Description	Documents
Best practices in the Institutional website	https://www.smsheettycollege.edu.in/uploaded_files/best_practices_2021-22.pdf
Any other relevant information	https://www.smsheettycollege.edu.in/uploaded_files/MERGED_BEST_PRACTICES_PROOF.pdf

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

HOLISTIC HEALTH THROUGH MENTAL AND PHYSICAL WELL-BEING

The vision of the institution, 'Personality Development for Nation Building' indicates a holistic development of each student. The college aims to provide a healthy environment where students, staff, and other stakeholders can thrive.

MENTAL WELL- BEING INITIATIVES

- Deeksharambh to orient students about Counselling Centre
- Counsellor conducted an orientation program on the topic

"Nurturing the Young Adult" for faculty members

- Mental Health Club Organized A National Level Seminar-Love You Zindagi.
- Session on 'Reset Your Mind' on mental wellness
- Counsellor Ms. Natasha Mehta headed the parent teacher meet by a session on parenting the young adult.
- IQAC session -asanas to awaken the brain and boost memory Sony Pasi, Certified Trainer
- Panel discussion on trauma & depression

PHYSICAL WELL BEING INITIATIVES

- International Yoga Day to spread awareness among the students and faculties regarding importance of yoga .
- Blood Donation Drive
- 5 Days Yoga to know about yoga and keep oneself fit & enable the student youth to have good health & to foster harmony in the body, mind, and environment.
- Webinar on "3 Days Art Of Living on COVID Care Immunity Booster"
- Fit Khao, Fit Raho Competition to create awareness and to maintain good health
- Webinars on:
 - Menstrual Hygiene
 - Breast Cancer Awareness
 - HIV /AIDS Awareness
 - Alumni Sports Meet

- Sports Meets for students and staff

COVID MEASURES

- Vaccination Camps
- Free vaccine for staff
- Webinars and sessions on mental and physical health
- Fee waivers and payment in installments

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of Action 2022-23

- UGC recognition to the college under section 2(f) 12(B)
- NAAC reaccreditation of the college for the second cycle
- Starting a new programme of B.Sc Data Science
- Certificate courses to enhance employability in the need-based areas
- Sensitizing the students to the neighborhood community
- In association with the University of Mumbai, organizing sports events on the campus
- Projects, workshops on the integration of technology in Science for sustainability
- Faculty development program for innovative teaching and learning
- Infrastructure augmentation for better teaching and learning
- Mental health enhancement of the students on the backdrop of pandemic

