



**SYMBIOSIS COLLEGE OF ARTS AND COMMERCE**  
(An Autonomous College under Savitribai Phule Pune University)

**INTERNAL QUALITY ASSURANCE CELL**  
**(IQAC)**

**ANNUAL QAULTY ASSURANCE REPORT**  
**(AQAR)**

**ACADEMIC YEAR**  
**2017-2018**

**Submitted to**



**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
**BANGALORE**

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# THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) FOR ACADEMIC YEAR 2017- 2018

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution **Symbiosis College of Arts and Commerce**

1.2 Address Line 1 **S. B. Road**

Address Line 2 **Pune-411004**

City/Town **Pune**

State **Maharashtra**

Pin Code **411004**

Institution e-mail address **contact@symbiosiscollege.edu.in**

Contact Nos. **020-25653903**

Name of the Head of the Institution: **Dr. Hrishikesh Mukund Soman**

Tel. No. with STD Code:

Mobile: **9371019988**

Name of the IQAC Co-ordinator: **Mr. Anil Adagale**

Mobile: **+91 9011927575**

IQAC e-mail address:

**iqac@symbiosiscollege.edu.in**

1.3 NAAC Track ID (For ex. MHCOGN 18879) – **MHCOGN10602**

1.4 Website address:

**www.symbiosiscollege.edu.in**

Web-link of the AQAR:

**www.symbiosiscollege.edu.in/AQAR2017-18.doc**

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	A	85.60	2004	2009
2	2 <sup>nd</sup> Cycle	A	3.43	2011	2016
3	3 <sup>rd</sup> Cycle	A+	3.51	2017	2024

1.6 Date of Establishment of IQAC: DD/MM/YYYY

**01-07-2006**

1.7 AQAR for the year (for example 2010-11)

**2017-18**

**1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)**

The college is reaccredited for 3<sup>rd</sup> cycle by NAAC in April 2017. So this is the first AQAR report after the latest NAAC accreditation.

1.9 Institutional Status

University  State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

**1.10 Type of Faculty/Programme**

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

**1.11 Name of the Affiliating University (for the Colleges)**

Savitribai Phule Pune University,  
Pune (Maharashtra)

**1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc.**

Autonomy by State/Central Govt. / University

University with Potential for Excellence	<input type="text" value="N.A"/>	UGC-CPE	<input type="text" value="Yes"/>
DST Star Scheme	<input type="text" value="N.A"/>	UGC-CE	<input type="text" value="N.A"/>
UGC-Special Assistance Programme	<input type="text" value="N.A"/>	DST-FIST	<input type="text" value="N.A"/>
UGC-Innovative PG programmes	<input type="text" value="N.A"/>	Any other (Specify)	<input type="text" value="N.A"/>
UGC-COP Programmes	<input type="text" value="N.A"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="11"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="04"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="02"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="23"/>
2.10 No. of IQAC meetings held	

<b>2.11 No. of meetings with various stakeholders:</b>	<b>No.</b>	<input type="text" value="02"/>	<b>Faculty</b>	<input type="text" value="02"/>
	<b>Non-Teaching Staff</b>	<input type="text" value="05"/>	<b>Alumni</b>	<input type="text" value="01"/>
	<b>Students</b>		<b>Others</b>	<input type="text"/>

<b>2.12 Has IQAC received any funding from UGC during the year?</b>	<b>Yes</b>	<b>No</b>
If yes, mention the amount	<input type="text"/>	<input type="text" value="v"/>

### **2.13 Seminars and Conferences (only quality related)**

#### **(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC**

Total Nos.  International  National  State  Institution Level

(ii) Themes

#### **2.14 Significant Activities and contributions made by IQAC**

- The IQAC plays an active role in internalising a culture of quality within the institution. This culture is maintained and sustained by several initiatives taken by the Cell through the year. During the academic year 2017-18, the members of the IQAC were actively involved in implementing the recommendations given by Peer Team for the third cycle of NAAC reaccreditation.

- Orientation sessions were conducted for the faculty and periodical Meetings / discussions with various departments were conducted to collate the data pertaining to various activities of the departments.
- The IQAC has been involved in preparing many reports like CPE and RUSA,
- The IQAC was also instrumental in organising Capacity building programmes for both teaching and non-teaching staff. The IQAC, through its activities, has been an agent of change in the institution ensuring efficient performance of academic and administrative tasks.
- Preparation of the proposal for “Upgradation of Autonomous college to University status” under RUSA 2.0 Component 1.
- Preparation of the proposal for “Enhancing Quality and Excellence in select Autonomous College” under RUSA 2.0 Component 8.

### 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

<b>Plan of Action</b>	<b>Outcome/Accomplishments</b>
To prepare for meeting with External Committee for Colleges with Potential for Excellence	The college was conferred ‘Colleges with Potential for Excellence’ status w.e.f. April 2016. The college organised a meeting with external members to decide the strategy of the implementation of various initiatives.
To initiate the process of starting new PG programme i.e. M.A. in Psychology	The curriculum for PG programme i.e. MA in Psychology approved was by Board of Studies and Academic Council in Psychology which had been newly constituted as per the requirement. The programme will commence from 2018-19.
To approve the curriculum for PG programme i.e. M.A. in English and M.A. Economics for PART II	The curriculum for PG programme MA in English and M.A. Economics Part II was approved by Board of Studies and Academic Council in English and Economics respectively.
To obtain overall feedback from students	The feedback is collected and analysed for future development
To introduce the Choice Based Credit System at UG level	The committee has been constituted to draft the Choice Based Credit System at UG level to be implemented from academic year 2018-19.
Industrial Visits	Various industrial visits were planned and executed
Experiential Learning	The departments were encouraged to organise various annual fests to offer experiential learning
Research publication	Faculty were motivated to present and publish the research articles in national / international seminars and journals respectively

Revision of curriculum for Second Year of B.A./ B.Com & M.Com	The curriculum for the Second Year of B.A./ B.Com & M.Com was revised and implemented w.e.f. AY 2017-18
Recruitment of teaching and non teaching staff	Guest and Visiting faculty were appointed along with administrative staff as per the requirement

*\* Attach the Academic Calendar of the year as Annexure II.*

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

**Provide the details of the action taken**

- The suggestions recommended in the Peer Team Report for 3<sup>rd</sup> cycle of accreditation were discussed and plans for its implementation were chalked out.
- The Skill oriented workshops and courses were planned and executed.
- Revamping and Restructuring of Academic Programmes and Curriculum of third year B.A. and B. Com
- Faculty members participated in Professional Development programme to improve Academic competency
- Interaction and International exposure through collaborations and exchange programmes with universities from other countries
- The Choice Based Credit System (CBCS) was prepared to be implemented from academic year 2018-19.
- Examinations rulebook and handbook manual was prepared to strengthen the examination cell.
- The new specialisation in B. Com with Financial Accounting through integration of ACCA was prepared.



## PART – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01			
PG	03			
UG	04			
PG Diploma				
Advanced Diploma				
Diploma	01			
Certificate				
Skill Development		02	02	
Liberal Arts	79	06	85	
<b>Total</b>				
<b>Interdisciplinary</b>				
<b>Innovative</b>				

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

The college offers Elective option at Specialization and General level both at UG and PG level. The elective options for BA programme are Economics, English and Psychology whereas at B. Com level it has Costing, Marketing, Entrepreneurship and Banking. The PG programme offers options at second year.

##### (ii) Pattern of programmes:

Pattern	Number of programmes
<b>Semester</b>	<b>06 (B.A./B.COM/MCOM/MA-ENG/MA-ECO/MA-PSY)</b>
Trimester	
Annual	

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback: Online  Manual  Co-operating schools (for PEI)

\*The analysis of the feedback is enclosed in the Annexure IV

#### **1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.**

- The college was granted an Academic Autonomy in 2012- 2013. This is the sixth year of the Autonomy and the complete syllabi of the Second Year B.A., B. Com has been revised.
- The revised syllabi were duly approved by the respective Board of Studies.
- Revised syllabi were also approved by Academic council.

#### **1.5 Any new Department/Centre introduced during the year. If yes, give details.**

The college has been awarded the status of 'College with Potential for Excellence' in April 2017. As a part of this initiative, the college has started three new centres as follows:

##### **1. Teaching – Learning Resource Centre**

With the dynamic changes in the field of Higher Education and internationalization of education it is becoming imperative to adopt a more dynamic teaching pedagogy. It is necessary to equip the faculty to face the new challenges in education and orient them towards the new Paradigms in Higher Education and acquaint them with the changing needs of the students.

The Teaching-Learning Resource Centre would focus on developing these skill sets and orientation through Faculty Development Programmes, workshops on Research Methodology, Teaching Training Programmes. This Centre would also acclimatize the faculty for developing learning modules, study material in written, audio/ visual and virtual forms

The centre would be a platform to enhance the quality of the faculty. It would also be a portal for the creation of the resource material in written as well as virtual form. This would intensify the teaching- learning process.

##### **2. Centre for Study of Society**

The college intends to establish the Centre for Study of Society. It will be instrumental in developing new approaches to studying various issues that impact society. It will be multi-disciplinary in nature focusing on the subjects such as Economics, Politics, Culture, Languages and Literatures and so on. It proposes to cover areas like gender, caste, community, class etc. It aims to inculcate the spirit of inclusiveness while it alerts faculty and students to diversity and difference. It will enable the shaping of a critical outlook on established models of development and progress. The centre would encourage short term and long term Research projects relevant to the study of society.

##### **3. Research Centre**

The ultimate goal of research is to enable teachers and the institution to improve the quality of education. The cell would focus on inculcating Research culture, and encourage faculty to undertake Research Projects. The cell would also conduct special workshops to orient and equip the faculty and students to undertake Research based activities and Projects.

It would aim at developing the quantitative/ qualitative and other skills required for undertaking Research. It would also acquaint the faculty to use various research related Software Programmes.

## Criterion – II

### 2. Teaching, Learning and Evaluation

#### 2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
28	9	17	1	1

#### 2.2 No. of permanent faculty with Ph.D.

18

#### 2.3 No. of Faculty Positions Recruited (R) and Vacant(V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
09	05	17	0	1	0	1	0	28	05

#### 2.4 No. of Guest and Visiting faculty and Temporary faculty

67

8

#### 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	9	1
Presented papers	9	7	0
Resource Persons	0	4	4

#### 2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Effective use of technology in course delivery
- Group Projects
- Games and Role Plays
- Case studies
- Workshops
- Field Trips and Educational Tours
- Continuous Evaluation

#### 2.7 Total No. of actual teaching days

during this academic year

197

#### 2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Semester Pattern
- Multiple Choice Questions – Offline computer based examination
- Assignment
- Internship

**2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development****33****as member of Board of Study/Faculty/Curriculum Development workshop****2.10 Average percentage of attendance of students****75 %****2.11 Course/Programme wise distribution of pass percentage:**

Title of the Programme	Total no. of students appeared	Grades (IN PERCENTAGE )				
		O	A	B	C	Pass %
B.A	125	0.8	60	10.4	-	70.40
B.Com	722	2.91	58.45	19.80	2.78	84.87
M.Com	124	1.70	13.55	43.22	39.86	63.70
M.A Economics	24	16.66	25	8.33	4.16	54.17
M.A English	25	44	20	47	32	68

**2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:**

The IQAC encourages research, publications, paper presentations and participation in international / national / regional workshops, conferences and symposia. The ongoing policy of reviewing and redesigning curriculum/ syllabi once in three years helps in keeping pace with the changing trends in higher education and societal needs. Faculty members are motivated to design contemporary, skill based and value-added courses. Rigorous review of the functioning of the various units of the College is a part of quality enhancement/sustenance measures such as:

- Restructuring the curriculum once in three years
- Periodical review of the teaching-learning process at the end of each semester
- Feedback from students on curriculum, teaching, learning and evaluation

**2.13 Initiatives undertaken towards faculty development**

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
<b>Refresher courses</b>	2
<b>UGC – Faculty Improvement Programme</b>	1
<b>HRD programmes</b>	0
<b>Orientation programmes</b>	0
<b>Faculty exchange programme</b>	3
<b>Staff training conducted by the university</b>	0
<b>Staff training conducted by other institutions</b>	0
<b>Summer / Winter schools, Workshops, etc.</b>	0
<b>Others</b>	

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	27	05	00	05
Technical Staff	14	03	00	03

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- The college proposed to offer research grant to undertake Minor Research Projects under Centre for Study of Society an initiative of CPE.
- Research Committee has prepared a Research Policy of the college to strengthen the research publication
- Encouragement and Support to write research papers in reputed journals
- Granting of Duty Leave for attending National and international Conferences
- Reimbursement of Registration Fees
- Encouragement to faculty to apply for MRP to SPPU & UGC
- Faculty are motivated to apply for travel grant to attend international conferences abroad to various agencies like UGC/ICSSR/SPPU etc.
- Access to Digital Data Base

#### 3.2 Details regarding major projects: NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects: NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	17	03	00
Non-Peer Review Journals	00	00	01
e-Journals	03	00	00
Conference proceedings	00	03	00

**3.5 Details on Impact factor of publications:**

Range  Average  h-index  Nos. in SCOPUS

**3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations**

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

**3.7 No. of books published** i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

**3.8 No. of University Departments receiving funds from**

UGC-SAP  CAS  DST-FIST   
 DPE   DBT Scheme/funds

**3.9 For colleges** Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE  Any Other (specify)

**3.10 Revenue generated through consultancy**

**3.11 No. of conferences**

organized by the

Level	International	National	State	University	College
Number					01
Sponsoring agencies					College

Institution

**3.12 No. of faculty served as experts, chairpersons or resource persons**

**3.13 No. of collaborations** International  National  Any other

**3.14 No. of linkages created during this year**

**3.15 Total budget for research for current year in lakhs:**

AQAR 2017-2018   e 14

From Funding agency

From Management of University/College

Total 12,00,000

**3.16 No. of patents received this year- N A**

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

**3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year: Nil**

Total	International	National	State	University	Dist.	College

**3.18 No. of faculty from the Institution who are Ph.D. Guides and students registered under them**

7

18

**3.19 No. of Ph.D. awarded by faculty from the Institution** 2

**3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)**

JRF    SRF    Project Fellows    Any other   

**3.21 No. of students Participated in NSS events:**

University level    State level   

National level    International level   

**3.22 No. of students participated in NCC events:**

University level - State level 3

National level 1 International level -

**3.23 No. of Awards won in NSS:**

University level    State level   

National level    International level

### 3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

### 3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="11"/>		
NCC	<input type="text"/>	NSS	<input type="text" value="08"/>	Any other	<input type="text"/>

### 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Road Safety Abhiyan: With the help of RTO and Traffic Police department
- Voters Awareness: 150 NSS Volunteers participated in the Rally to create awareness about voter's rights.
- Teachers Day Programme: On 5th September 2017, the NSS students celebrated Teachers Day, by felicitating all the teachers by presenting them bouquets and shreephal.
- Tree plantation and Shramdaan at Symbi Hill
- Vighnharta Sevak Upkram at Ganesh festival
- Run for freedom organized by SIU at Lavale on 15th august.
- Blood Donation Camp: Various hospitals and blood banks in Pune came together to organize a 'Blood Donation Camp at our college on 31st July 2017.
- Swacha and Swastha Bharat Abhiyan: In keeping up with the spirit of Gandhi Jayanti, The Swacha and Swastha Bharat Abhiyan was organized on 2nd Oct 2017.
- 10-Special Winter Camp: Under N.S.S. banner, a 7 days Winter Camp was organized at Survewadi Daravli Tal. Maval, Dist. Pune. This camp was inaugurated by Dr. Dilip Sheth Principal of S.P. College, Pune.
- Various guest lectures were organized at the camp-
- 'Swacha and Swastha Bharat Abhiyan' by Dr. Shivaji Pacharne
- 'Personality Development' by Prof. Ram Dake (Faculty SISD, Daravli Campus)
- Honey bee conservation by Mr. Amit Godse (Founder of Bee Basket)
- Management Games by Dr. Sharayu Bhakare
- Youth Empowerment for National Development by Mr. Yugal Shyam Das



## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1 Acre	-		1 Acre
Class rooms	28	00		28
Laboratories	05	-		05
Seminar Halls	03	01		04
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.		02 Interactive Boards	CPE, UGC	02
Value of the equipment purchased during the year (Rs. in Lakhs)		4.60 lacs		
Others				

#### 4.2 Computerization of administration and library

SCAC library is computerised and fully automated. 'Libsuite' library management software is used for library operations. OPAC is available. All library documents are barcoded and indexed.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8945	11314416	03	2021038	8948	13335454
Reference Books	24021		809		24830	
e-Books	262995	2592823		1294000	262995	3886823
e-Journals	12552				12552	
Digital Database	6				6	
Journals	42	648105	11	143902	53	792007
CD & Video	650	148312			650	148312
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	274	2	28 Mbps	2	205	31	38	-
Added	0	0	0	0	0	0	0	-
Total	274	2	28 Mbps	2	201	31	38	-

**4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)**

- WI-FI enabled Campus,
- Technology enabled classrooms
- Digital Data Base

**4.6 Amount spent on maintenance in lakhs:**

<b>i) ICT</b>	<b>24.11</b>
<b>ii) Campus Infrastructure and facilities</b>	<b>43.97</b>
<b>iii) Equipments</b>	<b>84.64</b>
<b>iv) Others</b>	<b>1137.80</b>
<b>Total:</b>	<b>1290.52</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. The College publishes its updated prospectus every year with Detailed information on

- Course Structure:(B.A., B. Com and M. Com)
- Add On Courses-Liberal Arts
- Fee Structure
- Credit System
- Examination Rules
- Infrastructure
- Library
- Disciplinary Rules
- Scholarships & Free ships
- Statutory Committees
- Curricular and Extra-Curricular Associations
- Important Application Forms
  - I. Association Registration Form
  - II. Bonafide Certificate
  - III. Anti-Ragging Affidavit Format

2. The College publishes its College Magazine-Mosaic every year.

It includes:

- Faculty achievements and co-curricular pursuits
- Departmental and Association Reports
- List of Annual Prize winners
- Creative Expressions (Articles, Poems, Art Gallery, Photographs)

3. The College website for disseminating information is:

[www.symbiosiscollege.edu.in](http://www.symbiosiscollege.edu.in)

This website facilitate online admissions besides keeping students abreast of important dates for examination, fees, practical submissions; other important notices are uploaded and displayed on website.

#### 5.2 Efforts made by the institution for tracking the progression

The Institution and Exam Department tracks the progression through

Continuous Evaluation:

- Online Exams
- Assignments
- Semester end exam

Term end and annual examination

Journal submission and viva

Important Circulars displayed

**5.3 (a) Total Number of students**

<b>UG</b>	<b>PG</b>	<b>Ph. D.</b>	<b>SCLA</b>
<b>2647</b>	<b>376</b>	<b>00</b>	<b>176</b>

**(b) No. of students outside the state**

<b>UG</b>	<b>PG</b>	<b>Ph. D.</b>	<b>Others</b>
<b>1174</b>	<b>161</b>	<b>00</b>	<b>00</b>

**(c) No. of international students**

<b>UG</b>	<b>PG</b>	<b>Ph. D.</b>	<b>Others</b>
<b>68</b>	<b>16</b>	<b>00</b>	<b>00</b>

<b>No</b>	<b>%</b>
<b>1474</b>	<b>48.75</b>

**Women**

<b>No</b>	<b>%</b>
<b>1549</b>	<b>51.25</b>

**Men**

<b>Last Year 2016-17</b>						<b>This Year 2017-18</b>					
<b>General</b>	<b>SC</b>	<b>ST</b>	<b>OBC</b>	<b>Physically Challenged</b>	<b>Total</b>	<b>General</b>	<b>SC</b>	<b>ST</b>	<b>OBC</b>	<b>Physically Challenged</b>	<b>Total</b>
<b>2204</b>	<b>179</b>	<b>10</b>	<b>248</b>	<b>1</b>	<b>2642</b>	<b>2125</b>	<b>210</b>	<b>12</b>	<b>320</b>	<b>04</b>	<b>2671</b>

<b>Programme</b>	<b>Demand ratio</b>
<b>BA</b>	1: 5
<b>B.Com</b>	1:3

Dropout % : Negligible

**5.4 Details of student support mechanism for coaching for competitive examinations (If any)**

Nil
-----

No. of students beneficiaries

**5.5 No. of students qualified in these examinations**

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc.	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

## 5.6 Details of student counselling and career guidance

- **Placement Cell Workshop**

3 days' pre-placement workshop for the third-year students, with an aim to equip students for various rounds and aspects of placements. The workshop included seminars on **Resume Writing, Group Discussion, and Personal Interview.**

- **Placement Cell Seminar**

A series of Seminars was especially conducted for the First-Year students to guide them about the Deloitte Graduate School Maverick Program, EY Business Plan Competition, and various other competitions and internship programs and providing them an insight in to the placement cell.

- **Department of Psychology - *MHAN, an Expression***

Mental health has always been an underrated and stigmatized topic in our society. Common mental disorders (CMDs) including depression, anxiety disorders and substance use disorders are a huge burden affecting nearly 10.0% of the population. Nearly 9.8 million of young Indians aged between 13-17 years are in need of active interventions. CMDs interfere in their growth, development, education and day to day social interactions. (NIMHANS, 2015-2016).

In today's world, stress has become the norm, more so for the youth. The National Crime Records Bureau (NCRB) 2015 quoted that every hour a student commits suicide in India. Maharashtra itself counts for 14% of student suicides nationwide.

Considering these devastating numbers the Department of Psychology of the Symbiosis College of Arts and Commerce has taken the initiative “*MHAN, an Expression*”. Through this we also wish to put forth an example of how necessary it is for colleges to recognize and address the mental health related issues of the youngsters.

Using innovative methods, we have tried to help our fellow students through creativity and expression. We have planned to incorporate a new version of TLC – Talk Laugh Chill...

Our objective is to improve the collective psychological health and wellbeing of our students. We believe in using the freedom of speech and expression to nurture the understanding of oneself. An initiative by the students and for the students!

Our project relies on communication through speech and other platforms. Cathartic activities such as doodling, Zen tangle and graffiti will take place regularly to provide a feeling of relaxation and to help relieve the stress of the students. We will conduct “venting” sessions regularly where students can speak freely about their problems without inhibitions. Our “letter box” invites them to share their experiences, ideas or issues anonymously. We want to create a platform for students to express, share, discuss and de-stress.

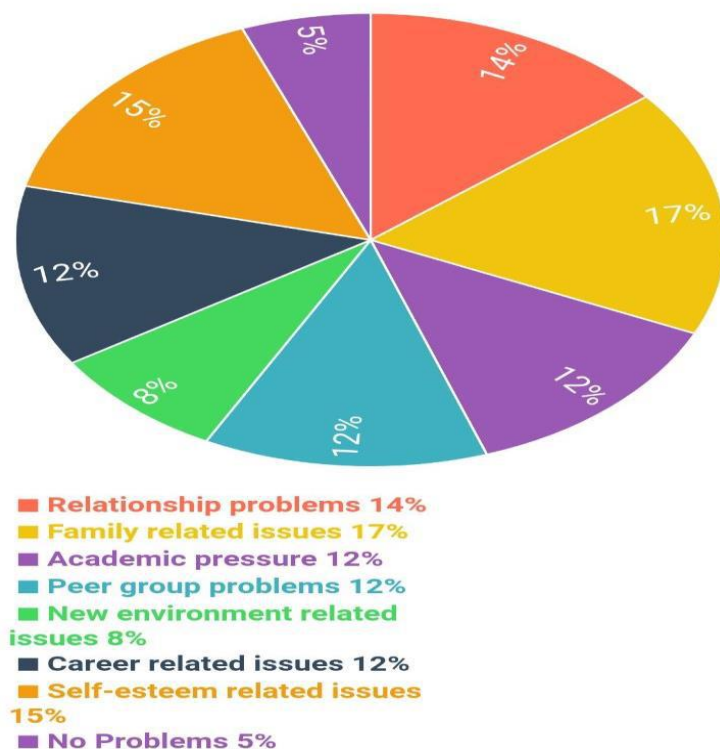
We established ‘venting booths’ run by the students, for the students. These booths run on relative anonymity of the clients, with a “no-name” policy in place. We also guarantee confidentiality about their sessions which means that they can speak freely about any troubles they face with no fear of judgement or prejudice from the listeners. As we do not have the qualifications of a psychologist yet, we naturally do not give any advice or any suggestions to our clients. We just lend them a neutral ear. As such, within a month, we were able to help over a hundred students express themselves and just *vent*.

We also offer cathartic activities for our clients such as doodling and colouring if they just wish to de-stress instead of talking. We are in the process of installing an anonymous letter box where people can just express themselves through various mediums such as writing, poetry, art and more.

We hope to achieve an overall healthier and happier atmosphere within our college through this initiative.

Through this initiative we found that students have various psychological problems. These problems range from relationship issues to family related issues. The details are shown in the pie chart.

### MHAN



### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
<b>09</b>	<b>250</b>	<b>134</b>	<b>NIL</b>

### 5.8 Details of gender sensitization programmes

**Gender sensitization** is done through Cells like NSS and Students Welfare Board along with activities like, publications, films and documentary screening Nirbhaya Kanya Abhiyan, rally's etc.

### 5.9 Students Activities

#### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level 14 National level 9 International level 2

No. of students participated in cultural events

State/ University level 5 National level 3 International level 0

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	00	00
Financial support from government	126	816901
Financial support from other sources	83	Not Available
Number of students who received International/ National recognitions	00	00

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

## Criterion – VI

### **6. Governance, Leadership and Management**

#### **6.1 State the Vision and Mission of the institution**

##### **Vision**

*Symbiosis College of Arts and Commerce will be a Centre of Excellence in developing global competencies through knowledge creation and dissemination, character building and social commitment.*

##### **Mission**

*Symbiosis College of Arts and Commerce is committed to offer academic programmes in conventional and in emerging fields incorporating technology, research and an interdisciplinary approach. This academic endeavor will be supported by relevant co-curricular and extra-curricular activities inculcating life-skills, values and social accountability enabling learners make meaningful contribution globally.*

##### **Objectives**

- To develop and implement relevant curricula to enrich the students
- To inculcate critical thinking through academics and co-curricular activities
- To develop multi-faceted personality of students through extracurricular activities
- To support the teaching learning process with latest technology
- To foster a dynamic research environment for faculty and students
- To encourage and provide ample opportunities for interdisciplinary studies
- To develop individuals who are ethical and socially sensitive and contribute meaningfully to society at the national and international level.

#### **6.2 Does the Institution has a management Information System**

- Admission Oriented MIS-online admissions
- Office and administration is totally computerized

#### **6.3 Quality improvement strategies adopted by the institution for each of the following:**

##### **6.3.1 Curriculum Development**

- Academic Autonomy provided in designing courses to suit the current market needs and to make the course content more industry and profession oriented.
- Participation of Industry experts and Alumni in designing course structure and syllabi
- Relevant and challenging courses designed by respective Board of Studies.
- Multi-disciplinary and Interdisciplinary approach introduced in the course Structure.
- Strengthened liberal arts educational programme by making it interdisciplinary and at a holistic learning process.
- Restructured the examination and evaluation pattern.



### **6.3.2 Teaching and Learning**

The College believes in creating a dynamic learning environment. The learning spaces in our campus aim at empowering students. The faculty of the college is interactive, innovative and are continuously improving their teaching-learning pedagogy. Some highlights of the teaching-learning pedagogy are stated below:

- Active Learning and Team work
- Effective Use of Audio Visual Aids
- Class Presentations
- Class Discussions
- Industrial Visits
- Exhibitions
- Surveys
- Projects
- Case Studies
- Educational Trips
- Industrial Visits
- Guest Lectures
- Workshops

### **6.3.3 Examination and Evaluation**

Continuous Evaluation: B. A, B.COM, M.COM and M.A. Students

- Assignments
- Mid semester exams- Multiple Choice Questions offline exams
- Semester End Exams

### **6.3.4 Research and Development**

The College always motivates and encourages faculty members of all departments to write quality research papers. The teaching staffs are encouraged to take research projects. The staff members are permitted to attend and participate in National and International Conferences, seminars, workshops. The Academic Committee of the College comprising of all the Heads of Departments of all streams and Headed by the Principal are instrumental in creating a positive environment for research and academic growth. This academic year the college has constituted a Research committee to strengthen the research activity.

- The Committee motivates teachers to participate in research-based activities such as writing research papers and articles and organizing seminars and conferences.
- Teachers attend workshops on Research Methodology and innovative practices in teaching.
- All notices/circulars/pamphlets regarding local, national and international seminars and conferences are displayed on the Staff Notice Board.
- Duty Leave is granted and financial assistance is provided whenever possible.
- Special mention is made of teachers' achievements in the annual College magazine and in the presentation of the Annual Report at the Annual Prize Distribution Ceremony.
- The college provides Students are encouraged to participate in intercollegiate paper reading and writing competitions for which they are guided and assisted by the teachers.

- It is mandatory for the M.Com. Students to prepare a dissertation or project report as part of the curriculum. The concerned subject teacher co-ordinate this activity, encouraging the postgraduate students to conduct research in various aspects of Commerce.
- Teachers are encouraged to attend seminars / conferences at various levels. The college proactively assists faculty engaged in research work.
- funds for organizing conferences and seminars and also to staff attending faculty development events held elsewhere

### **6.3.5 Library, ICT and physical infrastructure / instrumentation**

For academic activities the following infrastructure is available:

- Use of Smart Boards in some of the classrooms
- Well-equipped classrooms with LCD facility
- Reading Hall with e-learning facility
- Audio-Visual (A.V.) Hall with internet connectivity
- Computer laboratory
- Psychological laboratory
- Wi-Fi Connectivity

### **6.3.6 Human Resource Management**

- Symbiosis management is committed to provide quality education to all who aspire for it. Therefore, the college is always supported and provided with all the necessary resources.
- Education delivery is entirely trusted to the teachers and the management gives total autonomy to experiment and to implement creative ideas. The students are also free to approach the Principal and teachers with their new ideas and normally all such plans are implemented.
- The Principal shows full confidence in the ability of the faculty members; they get encouragement and feel free to experiment. New and innovative ideas are encouraged in the college.
- The Principal is proactive, supportive and initiates many activities that are important from the students' career point of view or beneficial for the college from a long term perspective
- The Principal has taken a strong initiative in developing various academic programmes and academic exchange opportunities with various international universities.
- The open and dynamic leadership provides the required flexibility in choosing the academic courses to suit the needs of the students coming on these exchange programmes.
- The Principal encourages the faculty to attend faculty development programmes, refresher courses and training programmes organized by various authorities like the University of Pune.
- The entire approach of governance is inclusive and no one feels left out. There is no discrimination on the basis of caste, creed, gender and religion.
- The Principal has developed a close rapport with all levels of the staff and members can approach him to share their difficulties and problems. A just and fair approach has kept the entire working environment very positive.

### **6.3.7 Faculty and Staff recruitment**

As an autonomous college under Savitribai Phule Pune University, the college follows all the procedures and norms laid down by the U.G.C., Government of Maharashtra and the statutes of Savitribai Phule Pune University for the recruitment of faculty and staff.

The college does have an adequate number of qualified and competent teachers to handle all courses. In case of absence due to leave, arrangements are made for ad-hoc faculty, at the earliest.

In order to attract teachers of a high standard, remuneration is salary-based and not on a clock-hour basis. The college has got the sanction of the Management for a consolidated remuneration. This has helped the college to ensure that good quality teachers are retained. There is also a provision for ad-hoc selection by appointing a local selection committee. This appointment continues till the final selection process or till the end of the academic year whichever is earlier.

### **6.3.8 Industry Interaction / Collaboration**

The college invited various experts from industry to deliver lectures to students and to conduct the workshops. The following guest speakers were invited during 2017-18:

#### **Symbiosis Centre for Skill Development**

**Topic:** Demystifying the Life of an Entrepreneur

**Guest Speaker:** Ms. Sowmya Iyer

**Objectives:**

- To commence CSD's new session for 2017-18.
- To introduce various initiatives of CSD to the new members.
- Demystifying entrepreneurship

**Report:** The session started with a brief introduction of CSD and a hearty welcome to all the new members. This was followed by the Principal's address who emphasized on the need for students to develop their skills and shift the focus from mere paper qualifications. The guest speaker for the day was Ms. Sowmya Iyer, an alumnus of our own college. A graduate in literature, who now runs a tech company, Ms. Iyer's motive was to explain the journey of an entrepreneur. By speaking about an entrepreneur's vision, the concept of rackets in life and the courage to challenge stereotypes, she beautifully explained the magic of self-empowerment.

**Topic: Getting skilled, getting ahead and getting started: *unfolding obstacles behind being a millionaire***

**Guest Speaker:** Mr. Aditya Agarwal

**Objectives:**

- To inculcate the skill of overcoming the fear of failure in today's youth.
- To make students familiar with activities of his company S.A. Glass Pvt Ltd.
- To understand the obstacles behind being a millionaire.
- To understand the importance of social and women entrepreneurs

**Date:** 21st August 2017

**Report:** The guest speaker for the day was Mr. Aditya Agarwal, an alumnus of our own college. He is an Economics (Hons.) graduate and currently is the owner and founder of SA

Glass. Mr. Aditya spoke about his professional journey to break the youngsters' stigma around failures. He highlighted the importance of interpersonal and emotional skills in life. We also had Mr. Sameer, who acquainted us with Mr. Aditya's social work and charity in the fields of child education, education for challenged children, support for women education and employment, etc. He also briefed us about the concept of 'Growth and Development', 'Qualification and Education', 'Organisational Behaviour', and some management principles.

### **Workshops:**

#### **Corporate Udaan**

**Trainer:** Ms. Antara Bhadury

**Objectives:** To prepare the students for placement drives.

To make students aware of the industry requirements.

To teach students the essentials of resume building.

**Date:** 18-12-2017

**No. of Participants:** 38

**Report:** The speaker for the day, Ms. Antara Bhadury is a BFSI specialist and a brilliant corporate trainer. During the workshop, participants received insights on harboring effective interview and group discussion skills. The foundation of the workshop was in mutual discussions, interactions and fun activities. Ma'am briefed the students about the importance of grooming and resume building. The first activity of the workshop was a mock group discussion where the groups were assigned tricky yet interesting topics to discuss upon. A personal feedback by the speaker helped the participants understand their mistakes. This was followed by personal interviews where two students from each group were asked to formally introduce themselves in a minute. A new initiative by the Centre for Skill Development was recognizing and appreciating keen students at the end of the session.

## **Entrepreneurship Development Cell**

### **Guest Lectures and Workshops:**

- Guest session on Wonders of Hospitality Business by Mr. Gurvinder Bindra, founder and MD of Bindra Hospitality Pvt. Ltd on 4th August, 2017.
- 'Indradhanu, the Art and Heritage exhibition' was organized to promote the talent of our student artists. 50 artists of our college displayed their art work. Indradhanu is a platform which undertakes art related events throughout the year with the objective of encouraging students to be *Artpreneurs*.
- Guest session by Aanchal Agarwal, our alumnus was organised on 12<sup>th</sup> December, 2017 to understand the reasons for failure in business.
- Chef Girija Naik, owner of Kitchen Confidence motivated the students with her entrepreneurial journey.

- A seminar on Innovations in Business was organized where, the astute entrepreneur- Mr. Venkatesh Iyer, owner of Goli Vadapav.
- A session on 'How to start a business' was given by our student Vineet Kundu.

#### Visits:

- A visit to *Dharavi*, the biggest slum in Asia was organized to understand the entrepreneurial activities. Students were engaged in live projects by the True Blue Organisation.
- Visit to *Abira*, a social enterprise engaged in jewellery making was organised on 1st September, 2017.
- The cell organized a visit to Tree Public, an environment organisation owned by alumnus, Abhishek Kavitkar, who showed the tree plantation projects in the army area.
- Handmade paper factory (Papertells) visit by on 21st July, 2017.
- Visit to MCCIA, an industry organisation exposed students to industry environment in Maharashtra.
- Visit to Malinagar-Akluj was organised for the EDC coordinators. In this visit the students could see the largest dam on Maharashtra; Ujani, Sugar factory, goat and crop farms.
- 

#### Department of Accountancy & Costing

- Industrial visits were organized to the following companies to understand the production process, GST implications and other accounting aspects
  - Ravat Brothers Furniture Factory
  - Universal Construction Equipments Ltd
  - Volkswagen India Ltd
- Training workshops were conducted on the following
  - "Trends and Practical aspects of Accounting" for F.Y. B.Com. students by CA. Sagar Adhau
  - Microsoft EXCEL (Beginner & Advanced Level) for students of Centre for Skill Development by Dr. Tessy Thadathil
  - Time Value of Money & Capital Project Appraisal for students of MA Economics and Centre for Skill Development by Dr. Tessy Thadathil

#### 6.3.9 Admission of Students

- The College has also introduced an online admission process for the regular graduate programmes since the academic year 2007-2008. This college is the first undergraduate college to have initiated this process. The entire admission process beginning with the pre-merit forms to the declaration of merit list and also payment of fees is done online.
- For its Liberal Arts programme, the students are admitted through counselling, faculty presentations, public seminars and advertisements.

The admission process is based on the guidelines provided by the University of Pune and the reservation policy of the State Government of Maharashtra.

The unique online admission process which enables us to maintain a fully transparent system characteristic of which are given below:

- a) The pre-merit applications can be filled online providing easy access to students in the city and all over India to seek admission to this college.
- b) The merit list is declared online.
- c) The merit list is also displayed on the college notice board.
- d) Special notices are displayed regarding the admission status and vacancies in the various categories.

- e) Any discrepancy or query regarding the admission or the merit list is brought to the notice of the Admission Committee and the grievances, if any, are resolved.
- f) The admission for foreign students, PIO / NRI, ICCR and SAARC are done through the International Student Cell of the Savitribai Phule Pune University, Pune. The student approaches the college only when his admission is confirmed by the University and then completes the formalities of the admission process.
- g) All information regarding the admission status is readily available.
- No donation or capitation fees is accepted by the college for admissions

#### 6.4 Welfare schemes for

Teaching	Medical Facilities for Faculty and Annual health check up
Non-teaching	Advances to Staff and Annual health check ups
Students	Government Scholarships, Fee Concessions and Instalment Facility Medical Facilities from Health Centre Free Health Check-ups Earn and Learn Scheme

- Group Insurance facility from Health Centre for Staff and Students
- Health Check-up and Free Primary Medical Help (Free of Cost) for Staff and students

#### 6.5 Total corpus fund generated

Creation and Maintenance of Corpus are done at the level of Symbiosis Society.

6.6 Whether annual financial audit has been done  Yes  No

6.7 Whether Academic and Administrative Audit (AAA) has been done? Yes

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Principal
Administrative			Yes	Registrar

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes  No

For PG Programmes Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

In order to lay down a sustainable and trust worthy examination system for our College under Autonomy, the post of Controller of Examinations and Deputy Controller of Examinations were created during this academic year and Dr. Shirish Limaye and Mrs. Swati Chinye were appointed respectively. Mrs. Ashwini Kothari was appointed as the Teacher Co-ordinator for Autonomy Examinations.

Dr. Vivek Sane has taken charge of Controller of Examination and he will be assisted by Mrs. Yogini Chiplunkar as Dy. CoE and Mr. Santosh Marwadikumbhar as Asst. CoE in the academic year 2014-2015.

They worked as a team along with the Principal, Vice Principal, Registrar, all the other Administrative and Teaching staff. All of them took sincere efforts to implement the examination system seamlessly under autonomy in successful manner.

Examinations under new Autonomy pattern were conducted from 2012-13.

### **Examination Pattern Under Autonomy**

#### **General Rules**

- There shall be a Semester pattern of examination.
- Degree course of B.A. and B.Com. of three years shall be divided into 6 semesters.
- The First year (F.Y.) will have 2 Semesters – Semester I and II
- The Second year (S.Y.) will have 2 Semesters – Semester III and IV
- The Third year (T.Y.) will have 2 Semesters – Semester V and VI
- The medium of instructions for examination shall be in English only.

#### **About Evaluation**

- There shall be continuous assessment and evaluation of the students during each semester.
- There shall be total of 100 marks evaluation per subject / course during each semester.
- Out of these total 100 marks, internal evaluation would be of 40 marks and external (Semester end) evaluation would be of 60 marks. (40 + 60 pattern).
- Internal 40 marks would comprise of -
  - a) 20 marks for Assignments, b) 20 marks for Mid-Semester examination.
- Research Project was introduced as obligatory component for Degree with Honours Programme.

### **6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?**

University promotes and supports autonomy through nominating their representatives on Governing Body, Academic Council and Board of Studies. Respective Board of Studies has university representatives who provide valuable inputs for the framing and restructuring of the curriculum.

The Savitribai Phule Pune University also make necessary provisions for the Autonomous College through updating the University Statute as per the guidelines of the UGC

### **6.11 Activities and support from the Alumni Association**

The Alumni of our college is our special stakeholder whose interest is to see the Institute flourish and grow in stature they are one of the most responsible and important stakeholders of our campus. They share their experience and knowledge, by giving lectures, conducting workshops, facilitating placement of our students. Their contribution to a wide range of programmes have added value to institutions' academic programmes and extracurricular activities.

### **6.12 Activities and support from the Parent – Teacher Association**

- Parents are invited for all major Functions-Sports, Academic and Extracurricular
- Principal and Class Teachers provide effective counselling to parents and their stakeholders
- Informal Discussions with subject teachers and study material for slow learners are provided to parents
- Issue of Discipline is resolved by informing and consulting Parents

### **6.13 Development programmes for support staff**

- The College has an efficient team of administrative Staff.
- They participate in training programmes to upgrade their skill and expertise.
- The Staff is encouraged in upgrading their educational qualification.
- The Staff has been provided financial support through the loan against salary by the Symbiosis Society.
- The Administrative Staff is provided Health Insurance facility through Symbiosis.
- Active participation in Census and Election work

### **6.14 Initiatives taken by the institution to make the campus eco-friendly**

The college has conducted a Green Audit with the help of NGOs viz. Institute for Community Organisation(ICOR) and Samuchit Envirotech. The faculty and team of students collected college and management data, which was analyzed by the experts of ICOR and the Samuchit Group.

The college has undertaken the following initiatives:

#### **Energy conservation**

The architectural design of the college is such that natural light and ventilation is present on most floors. Measures for energy conservation are undertaken including the use of light emitting diode(LED) and compact florescent lamp(CFL) technology for lighting. Staff and students are alert about switching off the lights of classrooms to minimise consumption of electricity.

#### **Use of renewable energy**

A biogas and solar power plant has been installed. Biodegradable waste is segregated on the campus.

#### **Rainwater harvesting**

Rainwater harvesting is being implemented. The campus also implements recycling of waste water for watering plants, lawns and gardens in the areas adjoining the campus.

#### **Check dam construction**

The college has been working for the preservation of a hill adjacent to the college, and under this project the college students and faculty worked with a NGO 'Green-Hills' to create an embankment to hold the water.

#### **Efforts for Carbon Neutrality**



The staff, the faculty and the students are given instructions to get their vehicles checked regularly for emissions. The staff are able to avail of the Symbiosis bus service. The college is trying to maximise use of information and communication technology for administrative purposes. Energy-efficient devices have been installed and the use of paper and postal services is being minimised. The use of paper files, jute bags and other green/biodegradable products during events are promoted. Waste material is collected in one place of the campus and is cleared on a daily basis by a contractor. The mid-semester examination for more than 2500 students is being conducted online thus making the process paperless.

### **Plantation**

For the past 20 years, college students have participated in tree plantation on the hill adjacent to the college. Almost 1000 indigenous plants have been planted through several initiatives. Every year around 900 students of the Environmental Awareness Course devote time and energy to clean and water the area. The students collected money and donated a grass-weeding machine to the NGO – Green Hills. With the help of this NGO a pond has been created where a variety of flora and fauna can be seen. Students also participate in many drives, rallies and signature campaigns against the cutting of trees. The college received D.S Kulkarni foundation's Award for Environment Conservation for its contribution towards hill conservation. At college events guests are given tree saplings instead of bouquets.

### **Hazardous waste management**

The college and the Symbiosis Society are making conscious efforts to segregate biodegradable and non-biodegradable waste. The bio waste on the campus is disposed of as per the statutory norms.

### **E-waste management**

E-Waste is segregated and handed over to the Symbiosis Society for further disposal.

### **Any other**

The college organises various workshops, seminars and field visits to acquire knowledge and sensitise our students towards environment. The college also provides platform to NGOs & social activists from various parts of the country, to share their knowledge & experience. A workshop was organised on making birdhouses. The college has a very active trekking club which organises informative programmes related to flora and fauna.

## **Criterion – VII**

### **7. Innovations and Best Practices**

#### **7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.**

Highlights of major innovative activities that has created a positive impact on the functioning of the institution:

- Innovative, interactive and Collaborative Teaching Pedagogy
- Extensive use of technology in course delivery
- Imparting Value based education
- The Mid semester exams have been fully computerised with the in-house developed software for smooth conduct of exams
- Strengthening industry and academia interaction through Placement cell
- International Initiatives and student exchange programmes
- Projects/internships undertaken at the UG level.
- Introduction of Skill Development courses which enhance employability.
- Introduction of Interdisciplinary courses to impart broad based learning

## **7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year**

- The prepared and submitted the proposal to RUSA for **Upgradation of Autonomous College to University** under Component 1. The college is shortlisted for the said scheme.
- The Programme structure of M.A. Part II (Economics and English) is prepared to introduce the PG programme for the BA students.
- The new PG programme M.A in Psychology was conceptualised and implemented from Academic Year 2017-2018.
- The College chalked out a plan for implementation of College with Potential for Excellence
- Research Committee is augmented to boost the research output.

## **7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)**

- Use of ICT in Academics and Administration
- International Initiatives and Collaborations

*\* The details are enclosed in Annexure No. I*

## **7.4 Contribution to environmental awareness / protection**

**The Department of Geography has organised following programmes to create environmental awareness.**

- **River Walk**  
On 13<sup>th</sup> December 2017, 135 students of the Geography Department of Symbiosis College of Arts and Commerce attended a river walk organized by NGO JEEVITNADI under the guidance of 4 volunteers of the NGO. The awareness regarding pollution of the river, human interference in the river ecosystem and adverse environmental effects was the objective.
- **Wild life film screening**  
On 5<sup>th</sup> January a screening of the film (tigers revenge) was shown to the students of geography of symbiosis college of arts and commerce by Mr. Pushkar Chaubal. the film was produced and directed by world renowned cinematographer Mr. Subbiah Nalla Muthu. The summary of the film is a compelling story of 2 tiger sisters whose life journeys mingle and clash the back drop against a breathtaking ancient fort in Ranthambore (Rajasthan).
- **Village survey**  
The department of geography has organized the villages survey with the students of Symbiosis College of arts and commerce. the survey was based on ophthalmic health of the Dingore village in Junnar Stehsil of Maharashtra in association with local health NGO, DR. MANOHAR DOLE MEDICAL FOUNDATION. The survey also consisted of knowing village culture.
- Participated in “Panchawati Deorai Community Forest Project”. Initiated by Pune Citizens Forum of Panchawati under the guidance of renowned expert Dr. Madhav Gadgil, Prof. Swato Gole & Mr. Bhanu Mulay.
- Selected 6 students worked for one year & collected the data of tree growth, created the data base of more than 360 indigenous tree variety, essential to monitor tree growth in future.
- The entire staff of the college planted ingenious varieties at Lavale Campus, planted around 500 saplings.

- The field visit was conducted to study geological and geographical features of the Symbi Hill adjacent to the college.
- The elaborate report of flora, fauna, & other details of the Symbi hill has been published named 'Not Just a Hill'.

**7.5 Whether environmental audit was conducted?**      Yes       No

**7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)**

<p><b>STRENGTHS</b></p> <ul style="list-style-type: none"> <li>• A holistic educational experience</li> <li>• Broad-based curriculum with emphasis both on knowledge building and skills development.</li> <li>• Highly qualified faculty, committed to student welfare</li> <li>• Reputation at both national and international levels</li> <li>• A strong focus on high quality, student-centred teaching-learning processes committed and dedicated faculty</li> <li>• Several opportunities for students to develop and enhance their creative potential and individual talent</li> </ul>	<p><b>WEAKNESS</b></p> <ul style="list-style-type: none"> <li>• High number of students in each class</li> <li>• Delay in governmental approvals for filling up staff vacancies</li> <li>• Being Arts and Commerce college, have less opportunity for grants from various governmental agencies.</li> </ul>
<p><b>OPPORTUNITIES</b></p> <ul style="list-style-type: none"> <li>• Expanding opportunities for undertaking Multi-disciplinary and interdisciplinary research activities at both national and global levels.</li> <li>• Increased opportunities to develop and establish new and innovative programmes to meet the new and growing demands of society</li> </ul>	<p><b>CHALLENGES</b></p> <ul style="list-style-type: none"> <li>• Over emphasis on vocationalization of higher education in future policy making</li> <li>• Perception that all educational processes should be directed towards preparing students for jobs</li> <li>• Growing competition from the professional UG/PG programmes to the conventional education like B.A. /B.Com /M.Com</li> </ul>

**8. Plans of institution for 2018-19**

- To continue to work on the Peer Team Report of NAAC 3<sup>rd</sup> cycle and implement the suggestions
- To create awareness about the revised NAAC accreditation procedure.
- To implement various activities proposed under CPE
- To introduce new PG programme M.A. Psychology from 2018-19
- To introduce Choice Based Credit System at First year B.A. and B. Com
- To strengthen Symbiosis Centre for Skill Development and organise skill development workshops.
- Revamp and Restructure Academic Programmes and Curriculum
- Encourage Faculty members for Professional Development programme to improve Academic competency
- Interaction and International exposure through collaborations and exchange programmes with universities from other countries

- To integrate ACCA with B. Com programme with a new specialization of 'Financial Accounting'
- To strengthen the examination system.
- To increase the number of classrooms with Smart Boards

***Mr. Anil Adagale***  
*Coordinator, IQAC*

***Dr. Hrishikesh Soman***  
*Chairperson, IQAC*

**BEST PRACTICE # 1**

**1. Title of the Practice**

**INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)**

**2. Objectives of the Practice**

- To stimulate, develop and maintain students' interest in academics
- To advance independent learning skills and to provide opportunities for students to work individually and collaboratively
- To enable both students and teachers to have worldwide accessibility to a wide variety of educational resources
- Rapid and cost effective world-wide communication
- To promote staff professional development by providing them access to new curriculum materials
- Greatly increased skills in Literacy, particularly in being able to read and appraise critically and then communicate what is important to others

**• The Context**

- E- Learning
- Use of LCDs and internet facility in every classroom
- Classroom communication through social media (Whatsapp Groups and Facebook)
- Use of Plasmas and Public Announcement Systems to circulate communication
- Wi-Fi facility
- E-library
- Online Admissions
- Intercom facility
- Teaching PubLAN
- Biometric system
- Examination pattern (MCQs)
- Use of Tally/ TDS / Payroll software

**• The Practice**

The use of Information and Communication Technology is an integral part of the National Curriculum and is a key skill for everyday life. The 21<sup>st</sup> century is recognized as the age of knowledge and therefore it is only natural that new technologies, ICT (Information and

Communication Technology) above all, are in the focus. ICT has brought a range of new terms in the education like: e-learning, distance education, virtual classrooms, etc.

The most important benefit from ICT in education is improved learning outcomes. It provides necessary skilled workforce for the knowledge society which will enable us to boost the cost/benefit ratio. It also helps to speed up learning process and also make it economically feasible. Finally, while quality learning does require substantial effort from students and teachers, the process itself could be much easier and more pleasant.

Symbiosis College of Arts and Commerce believes in moving ahead with times. The College firmly believes that ICT is the need of the hour. As such, it has adopted the following practices to encourage use of ICT in both administrative and learning processes:

- The College makes use of **E-Learning techniques** to provide reading material to the students. Papers which are important from the examination point of view are uploaded on the college website and it is easily accessible to all students. This helps in introducing the practice of reading and analyzing published papers amongst the students.
- The Department of Costing at Symbiosis has created personalized websites for the students. All lectures are uploaded on YouTube which is accessible all round the world.
- The teachers make **use of LCDs** for PowerPoint Presentations, Projectors and the Internet Facilities available in every classroom to make learning easy and interesting.
- Classroom communications using social media (Facebook and Whatsapp groups) are an integral part of the College. All subject related information is posted using these mediums which provides easy accessibility to all students.
- The College makes **use of Plasmas and Public Announcement Systems** to circulate information regarding examinations, curricular and extra-curricular activities amongst the students.
- (Wireless Fidelity) **Wi-Fi facility** has been made available to all students on the college premises. This helps the student community to widen their academic horizon.
- The College also provides **E-library** facility for the students. This is very helpful for the students as it enables them to view variety of reading material.
- All **Admission procedures** in the College are conducted online. The identity cards of every student are also generated online.
- **Intercom facility** is used by faculty for communication between various departments and the Symbiosis Society.
- The College has created a **Teaching PubLAN** (Public Local Area Network) to provide easy access of vital information regarding teaching to all teachers. This facility is not only available to the teaching staff but also the administrative staff.

- The **Biometric System** has been introduced in the College to maintain attendance records of teaching and administrative staff.
- **Multiple Choice Question (MCQ) examinations** are conducted online for all students. Also, the exam for ACCA (Association for Chartered Certified Accountant) is conducted online which makes use of a special server and these exams are conducted according to international timings.
- The College makes use of **Tally/ TDS / Payroll** software to keep records of accounts of staff members

- **Evidence of Success**

The introduction of ICT has played a significant role in all round development of the students. It has the following advantages-

- Reduced burden on administrative staff
  - Improved quality of learning
  - Transparency in administrative processes
  - Reduction in time and cost
  - Micro level data regarding students available at the tip of fingers
  - Environmental friendly (paperless work) teaching and administrative processes
- **Problems Encountered and Resources Required**
  - Not useful for underprivileged students
  - Not all students are familiar with the technology used in class
  - Financial resources
  - Traditional methods of teaching are important as well
  - graphs
  - Less of human interactions

## **BEST PRACTICE # 2**

### **INTERNATIONAL INITIATIVES AND COLLABORATIONS**

On the lines of the Symbiosis Society motto *Vasudhaiv Kutumbakam*, Internationalization of educational processes is one of the central values of the college. After autonomy, the college has attempted to further strengthen these processes by enhancing international collaborations and exchange programmes, etc.

#### **Objectives**

- To promote international education as a core value of the college and to integrate internationalization into current and future strategic institutional objectives and initiatives.
- To expose students to multicultural diversity and consequently enrich the living and learning experience in the college.
- To expand study abroad opportunities, interest and awareness.
- To help students develop a global perspective.

- To facilitate faculty exchange programme.
- To undertake joint research projects

### **Context**

Living as we do in a global village; a globalised approach to education is the need of the hour. The college, therefore, endeavours towards internationalisation of resources curriculum and collaborations.

### **The Practice**

- The college welcomes international students from different countries.
- The college has created an International Initiative Cell which organises programmes that promote inter-culturality; exchange programmes for students and faculty that helps in the exchange of ideas between scholars from various geo-cultural backgrounds.
- Under the scholars-in-residence programme, Professors from foreign universities visit the college and engage lectures and conduct seminars for the students and faculty.
- Seamless admission to Master's Programme at the Kedge Business School, Marseille, France.
- The college library has a subscription to the international database, JSTOR, EBSCO etc.
- Faculty members have been invited as chairpersons, resource persons and presented papers in international conferences abroad. Faculty have been nominated to international bodies and are on the editorial board of international journals.
- Faculty has received an international fellowship
- To provide international exposure to teachers, they are given incentives to attend workshops/conferences/seminars abroad including duty leave and registration fees.

### **Evidence of Success**

#### **Institutional Achievement**

- In last five years (2011-16) the college admitted 859 students from 42 countries, with the maximum students from Afghanistan, Iran, Nepal, and Yemen.
- Student-exchange programme have been successfully executed in collaboration with the following French Schools:
  - Lycée Felix Le Dantec (Lannion)
  - Lycée Emile-Zola ( Aixen Provence)
  - Lycée Marie Laurencin ( Mennecy)
- Two undergraduate students have been admitted to two universities in Pennsylvania state.
- Five students have completed Masters in Finance from Kedge Business School, France.
- In the last five years, faculty have presented 87 papers in international conferences, seminars, and programmes held in India and abroad.
- Faculty have published 80 research papers in international journals and have 2 books published by international publisher.
- Two faculty, Dr. Sharayu Bhakre and Ms. Sarika Wagh, have designed and will deliver a course at International seminar week in Kedge Business School, France.

#### **Problems encountered and Resources required**

- To raise funds to meet the cost of the educational programme offered by International Universities and Institutions.



**ACADEMIC CALENDER 2017-2018**

MONTH	WEEK	EVENT / ACTIVITY
<b>June</b>	First week	•
	Second week	•
	Third week	• Commencement of Term
	Fourth Week	• Foundation and Orientation Programme for First Year students
<b>July</b>	First week	• Foundation and Orientation Programme for First Year students
	Second Week	• 15 <sup>th</sup> July 2017
	Third Week	• 21 <sup>st</sup> July- Ted x SCAC
	Fourth week	• 27 <sup>TH</sup> July 2017- Symbiosis Karandak by Marathi Drama Circle: An Inter Collegiate Play reading Competition
<b>August</b>	First week	• 5 <sup>th</sup> August 2017-Self Defence Workshop for girls
	Second week	• Mid-Semester Online Exam
	Third week	• Mid-Semester Online Exam • 26 <sup>th</sup> August 2017 Visit to VISMAY by SCHE(Symbiosis Centre for Health Education)
	Fourth week	• 29 <sup>th</sup> August 2017- National Sports Day
<b>September</b>	First week	• Enriching minds- Annual lecture series inauguration
	Second week	• Regular and Backlog Examination • 11 <sup>th</sup> September 2017-Waxing Eloquent: Inter Collegiate Debate Competition
	Third week	• Regular and Backlog Examination
	Fourth week	• Regular and Backlog Examination
<b>October</b>	First week	• Regular and Backlog Examination
	Second week	• Regular and Backlog Examination
	Third week	• Diwali Vacation
	Fourth week	• Diwali Vacation
<b>November</b>	First week	• Diwali Vacation
	Second week	• Diwali Vacation
	Third week	• Re-opening of College
	Fourth week	
<b>December</b>	First week	•
	Second week	• 12 <sup>th</sup> December 2017- Academic Council • 13 <sup>th</sup> December 2017- River Walk
	Third week	• 18 <sup>th</sup> December 2017- Corporate Udaan- Workshop by CSD
	Fourth week	•
<b>January</b>	First week	• GBM- 4 <sup>th</sup> January 2018 • 8 <sup>th</sup> to 14 <sup>th</sup> January 2018 NSS Special Winter Camp
	Second week	• Symagine 2018 15 <sup>th</sup> to 18 <sup>th</sup> January

		<ul style="list-style-type: none"> <li>• 8<sup>th</sup>,9<sup>th</sup> January 2018 MUN(Model Unites Nations)</li> </ul>
	Third week	<ul style="list-style-type: none"> <li>•</li> </ul>
	Fourth week	<ul style="list-style-type: none"> <li>• 30<sup>th</sup>,31<sup>st</sup> January 2018- Workshop on Research Methodology by SDB and Department of Psychology</li> </ul>
<b>February</b>	First week	<ul style="list-style-type: none"> <li>• 1<sup>st</sup> February 2018- Alfaaz English Literary Fest</li> <li>• Online MCQ (Mid Semester) Regular Examination</li> </ul>
	Second week	<ul style="list-style-type: none"> <li>• Online MCQ (Mid Semester) Regular Examination</li> <li>• 20<sup>th</sup> February to 26<sup>th</sup> February 2018- Erasmus Exchange Programme with Hildesheim University</li> </ul>
	Third week	<ul style="list-style-type: none"> <li>• Online MCQ (Mid Semester) Regular Examination</li> <li>• 22<sup>nd</sup> February- Annual Prize distribution</li> </ul>
	Fourth week	<ul style="list-style-type: none"> <li>• 27<sup>th</sup> February 2018 Marathi Bhasha Gaurav Din</li> </ul>
<b>March</b>	First week	<ul style="list-style-type: none"> <li>• 3<sup>rd</sup> March 2018- V.M Dandekar Memorial Series</li> <li>• National Sports Day</li> </ul>
	Second week	<ul style="list-style-type: none"> <li>• 10<sup>th</sup> March 2018- Alumni Entrepreneurs Meet</li> <li>• Backlog exams</li> </ul>
	Third week	<ul style="list-style-type: none"> <li>• Backlog exams</li> </ul>
	Fourth week	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>April</b>	First week	<ul style="list-style-type: none"> <li>• Regular &amp; Backlog</li> </ul>
	Second week	<ul style="list-style-type: none"> <li>• Regular &amp; Backlog</li> </ul>
	Third week	<ul style="list-style-type: none"> <li>• Regular &amp; Backlog</li> <li>• 18<sup>th</sup> April 2018- Academic Council</li> </ul>
	Fourth week	<ul style="list-style-type: none"> <li>• Regular &amp; Backlog</li> </ul>
<b>May</b>	First week	<ul style="list-style-type: none"> <li>• 7<sup>th</sup> May 2018- 2<sup>nd</sup> Governing Body</li> </ul>
	Second week	<ul style="list-style-type: none"> <li>• Summer vacation</li> </ul>
	Third week	<ul style="list-style-type: none"> <li>• Summer vacation</li> </ul>
	Fourth week	<ul style="list-style-type: none"> <li>• Summer vacation</li> </ul>

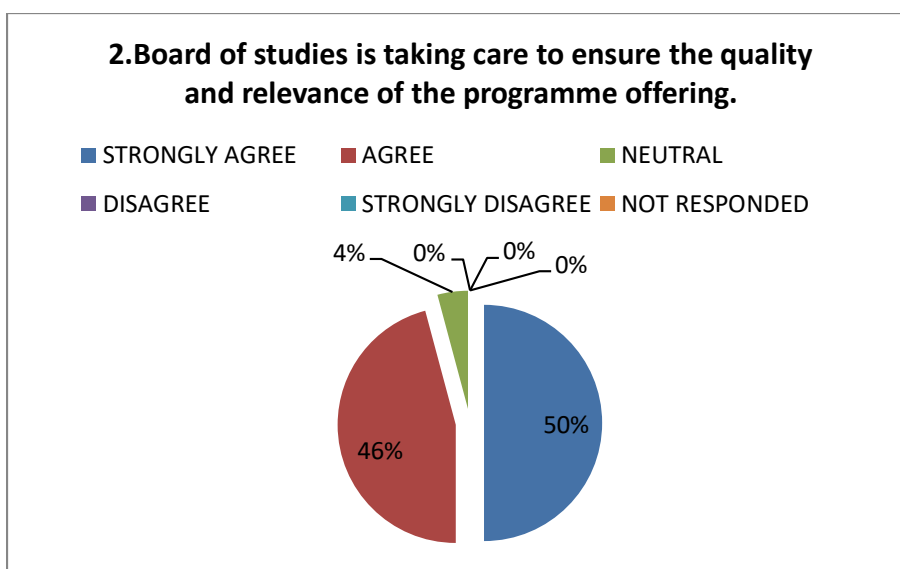
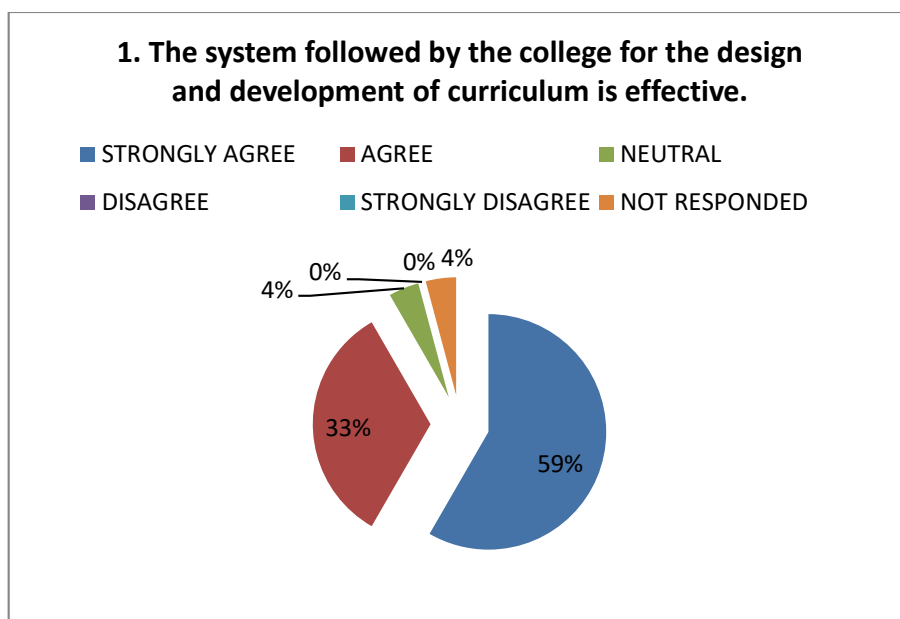
## RESEARCH PUBLICATIONS IN NATIONAL JOURNALS

S.N.	Name of Faculty Member	Name of the Research Paper	Year of Publication	Name of the Journal
2017-2018				
1	Dr. Hrishikesh Soman	'Academic freedom No More Luxury'	ISSN NO: 2249-894X (August 2017)	
		'Agro Tourism: An Entrepreneurial Opportunity'	ISSN: 2347-2723 (August 2017)	
		Market Forces And Performing Arts'	ISSN: 2321-5488	
2	Dr. Sunayini Parchure	'Changing Food Preferences and Employment Prospects of Horticulture' Published on behalf of Indian Economic Association (IEA)	ISBN 978-81-8484-346-0	'Structural Changes in Employment Generation. New Regal Publications, New Delhi,
3	Dr. Aarti Wani	"Performing' Misogyny, CRD? EPW engage,	Vol. 52, Issue No.50, 16 Dec2017	
4	Dr. Swati A. Dixit	"Roll of Social Environment in Acceptance level for free Cataract Operations in North West Part of Pune District" Maharashtra Bhugolshastra Sanshodhan Patrica	ISSN : 0971-6785 {Impact Factor 3.687 (IIFS)} Vol. 34, No.1, Jan-Jun. 2017. pp 44-50	
5	Mrs. Swati Chiney	'Demography of Senior Citizens in Old Age Homes in Pune City: A Concern and Challenge for Maintenance Laws' in the 'Local Government Quarterly',	ISSN 0024-5623 (July-Sept 2017)	A Journal of the All India Institute of Local Self-Government and International Academy of Urban Dynamics.
6	Dr. Alpana Vaidya	'Effects of Classical Yoga Intervention on Resilience of Rural -to-Urban Migrant College Students'	' ISSN P 2229-4937 vol. 8, issue 3. PP 429-434. Year Sept. 2017	Indian Journal of Positive Psychology
7	Dr. Alpana Vaidya	entitled 'Resilience of Rural-to-Urban Migrant Adolescents: The role of Gender and Socio-economic Status.'	ISSN P 2229-5356 Vol. 9, issue 1 PP 101-105. Year January, 2018.	Indian Journal of Health and Wellbeing
8	Dr. Shubhada Tamhankar	'Role of Independent Director in the Current Legal Framework'	organised by Ness Wadia College of Commerce on 1 st March, 2018	"Contemporary Legal Issues in Commerce, Management, Finance and Economics",
9	Mr. Santosh Antarlal Marwadikumbhar	'A Study On Employers Satisfaction with The Students Work Performance After Campus Recruitment'	4.169. ISSN 2320-9704(O) 2347-1662(P) (April-June 2017).	'Intercontinental Journal of Human Resource Research Review'

## RESEARCH PUBLICATIONS IN INTERNATIONAL JOURNALS

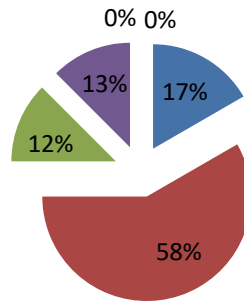
S.N.	Name of Faculty Member	Name of the Research Paper	Year of Publication	Name of the Journal
1	Mrs. Sandhya Taide	"Vaachansanskriti aur media kabadaltapravaha"	U.G.C approved research journal (Sr.47674) volume 5 th , ISSN-2394-207x, Impact factor 4.205	"International journal of multifaceted andmultilingual studies"
2	Dr. Alpana Vaidya	Humanities (IJELLH) "Online Shopping trends among college students"	ISSN 2321-7065 IMPACT FACTOR-5.27	Peer Reviewed Journal
3	Dr. Neelofar Raina	"Recontouring Teaching and Learning Environment to Internationalize Higher Education,"	Vol. 4, Special Issue 1, January, 2018 ISSN (Online): 2454-8499 Impact Factor: 1.3599(GIF), 0.679(IIFS)	International Research Journal Of Multidisciplinary Studies,
4	Mr. NileshTukaramWaghmare	'Goods and Service Tax: An ultimate economic reform affecting 'Ease of Doing of Business' in India'	4.205. ISSN 2394-207X(P), Volume - V(I), January, 2018.	'International Journal of Multifaceted and Multilingual Studies'
5	Dr.Sharayu Bhakare	'Sustainable Responsible Investing Approach in India and Abroad- A Comparative Study'	Review(ISSN:2321-0354), Impact factor 4.236	Intercontinental Journal of Finance Research
6	Ms. Monica Parikh	'Digital Divide Between Teachers and Students'	ISSN number (2454-8499) impact factor 1.3599(GIF).	(International Research Journal of Multidisciplinary Studies Special Issue on Internationalization of Commerce and Management Education)
7	Mrs. Sarika Wagh	Women Empowerment Through Social Business Enterprise: A Case Study of Abira Creations	ISSN:2347-1662 - Print Impact Factor:5.351 Volume 6, Issue 4, April 2018	,Intercontinental Journal of Human Resource Research Review
8	Ms. Jini M. Jacob	"Changing Trends in the Development of Women Entrepreneurship in India vis a vis U.S.A. in the new era"	2454-8499 (January 2018)	International Research Journal of Multidisciplinary Studies, Vol-IV, Special Issue-II on Internationalisation of Commerce & Management Education

**FEEDBACK BY FACULTY**



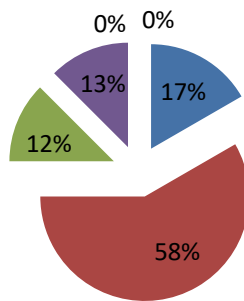
**4. Student centred learning resources are available in the college.**

■ STRONGLY AGREE ■ AGREE ■ NEUTRAL  
■ DISAGREE ■ STRONGLY DISAGREE ■ NOT RESPONDED



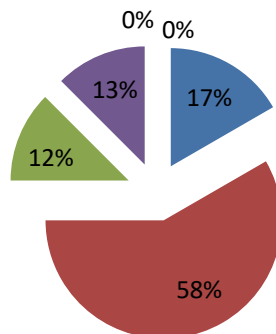
**5. The teachers are supported with adequate learning resources.**

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■ DISAGREE ■ STRONGLY DISAGREE ■ NOT RESPONDED



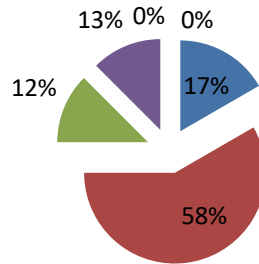
**6. The teachers are encouraged to carry out research.**

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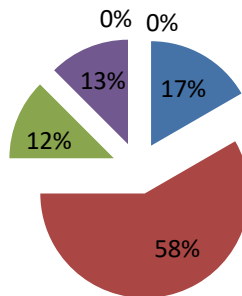
**7. The teachers are encouraged to organize and participate seminars/ workshops/ symposia/ conferences.**

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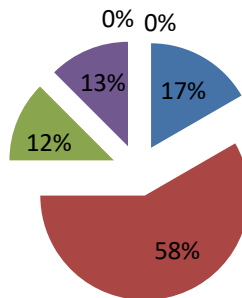
**8. The teachers are encouraged to undertake extension service programmes.**

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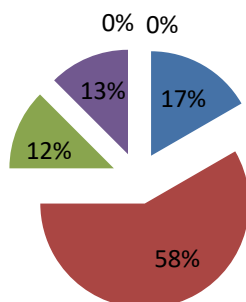
**9. The examination system followed by the college is effective.**

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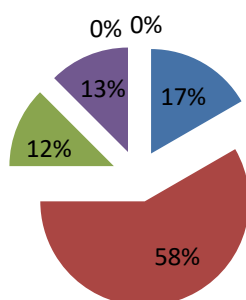
**10. The IQAC is working well for promoting quality in the institution.**

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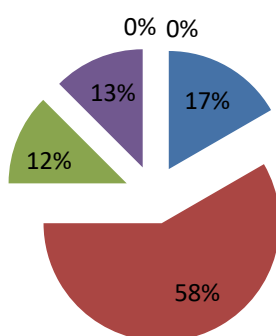
**11. The college is providing adequate opportunities and support to the faculty.**

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**12. The library has enough books and journal**

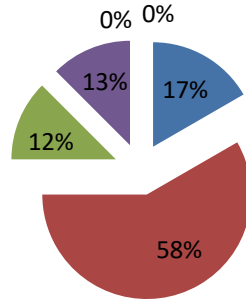
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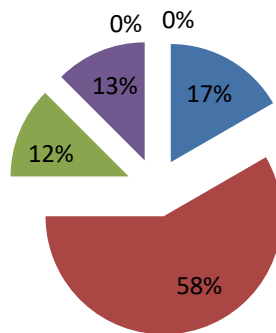
**13. The faculty are given freedom to express their opinions in decision making process.**

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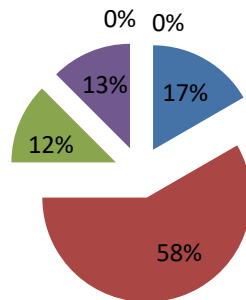
**14. The administration is supportive and helpful**

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**15. Enough infrastructures to carry out academic and extension activities.**

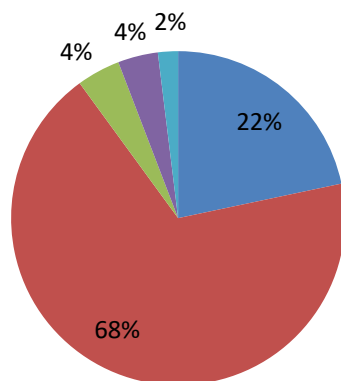
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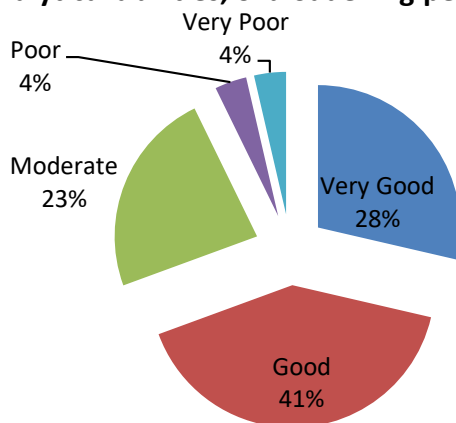
## FEEDBACK BY BA STUDENTS

### The Syllabus of the F.Y.B.A Course is

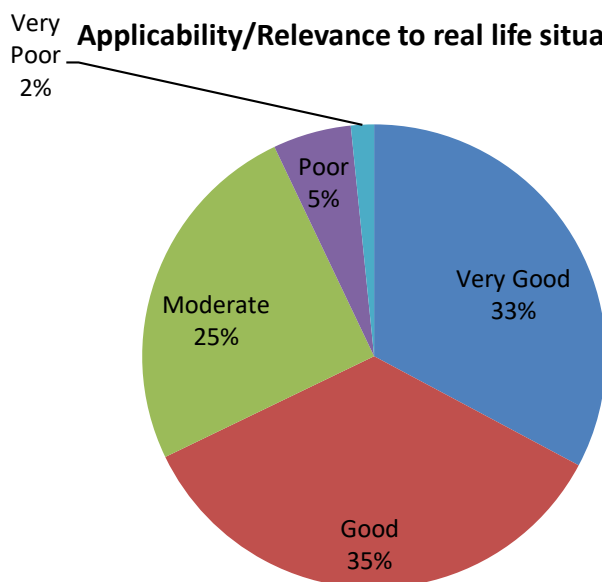
■ Challenging ■ Adequate ■ Inadequate ■ Dull ■ Irrelevant



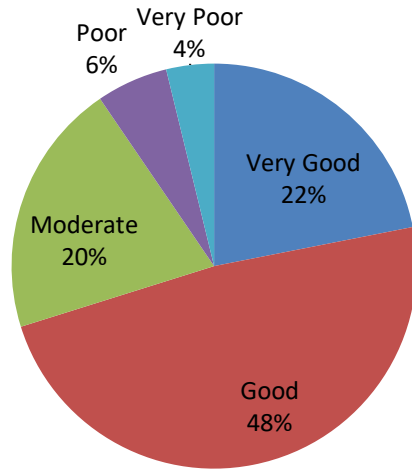
### Learning value (in terms of skills, concepts, knowledge, analytical abilities, or broadening perspectives)



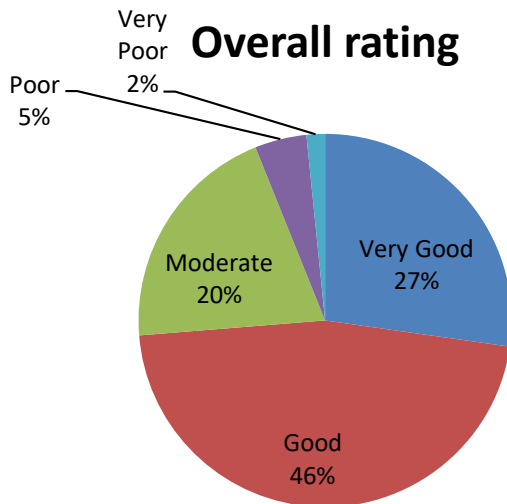
### Applicability/Relevance to real life situations



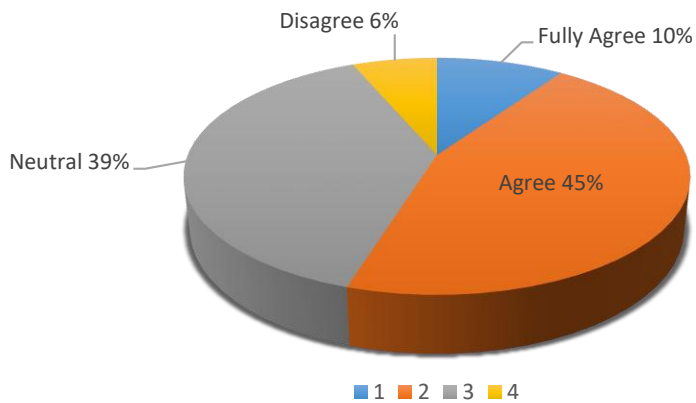
**Relevance/learning value of project/  
report/assignments**



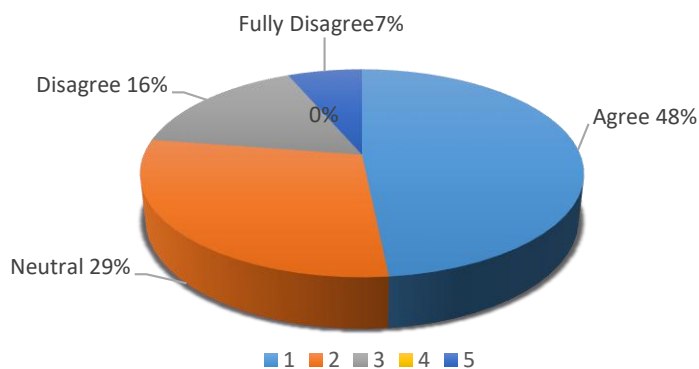
**Overall rating**



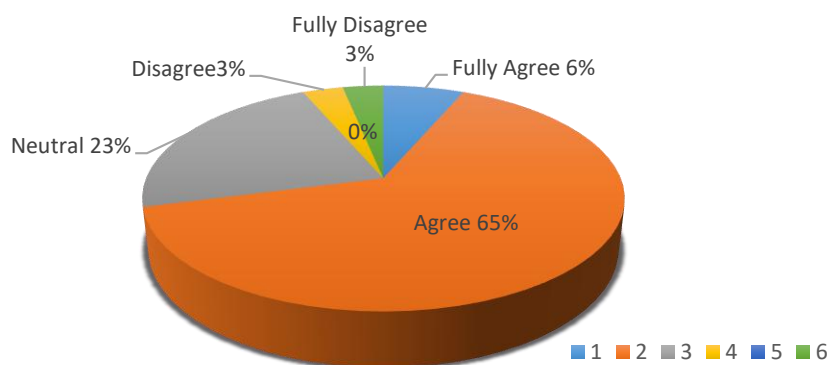
Select the appropriate option [After learning topics in the syllabus, I feel better equipped with knowledge and skills required for my future career development.]



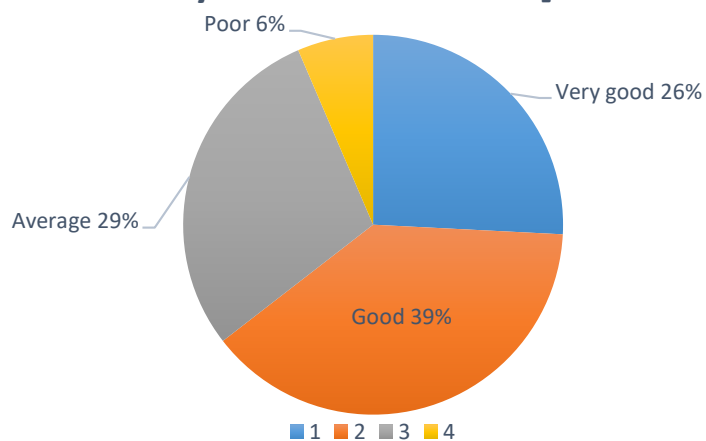
Select the appropriate option [Teachers covered topics and issues beyond syllabus.]



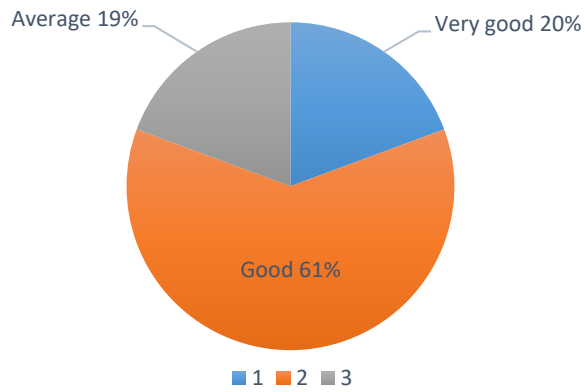
Select the appropriate option [My teachers have used ICT (Information and Communication Technology) extensively in teaching-learning process.]



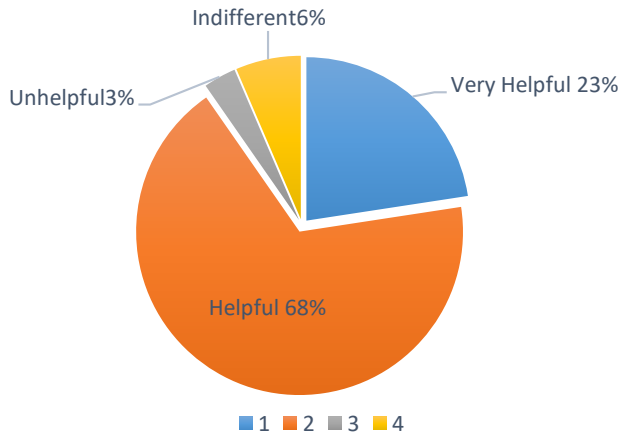
Evaluation [The internal evaluation system as it exists is:]



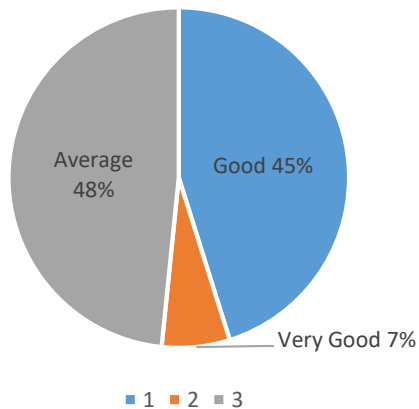
### Evaluation [Difficulty level of the semester end examination question papers was:]



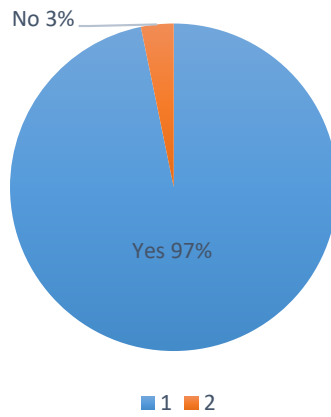
### How do you find the college administrative staff?



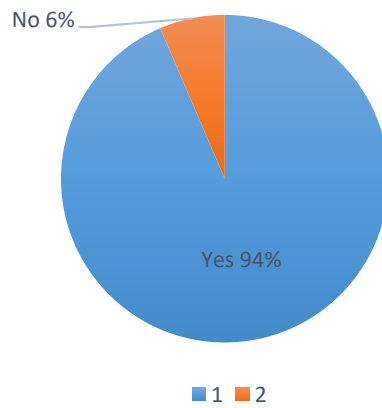
### What is your rating on symbiosis hostel facilities?



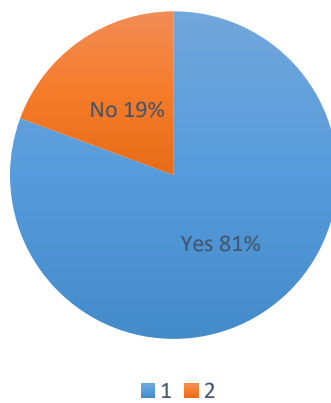
**Administration [Do you get updates and notices from college on time]**



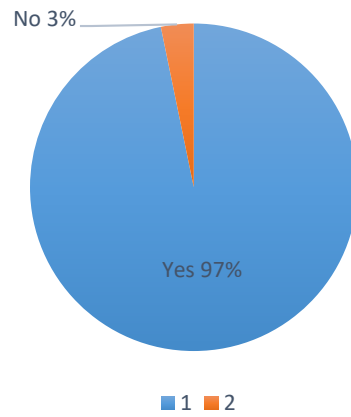
**Administration [Are there enough clean class rooms available in the College]**



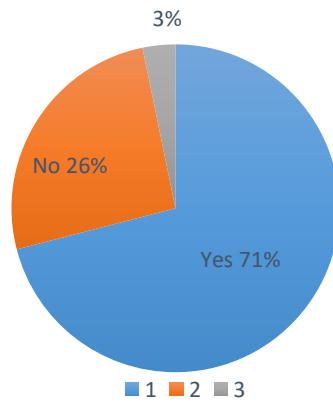
**Administration [Are the toilets cleaned properly]**



**Administration [Are you provided with enough drinking water]**

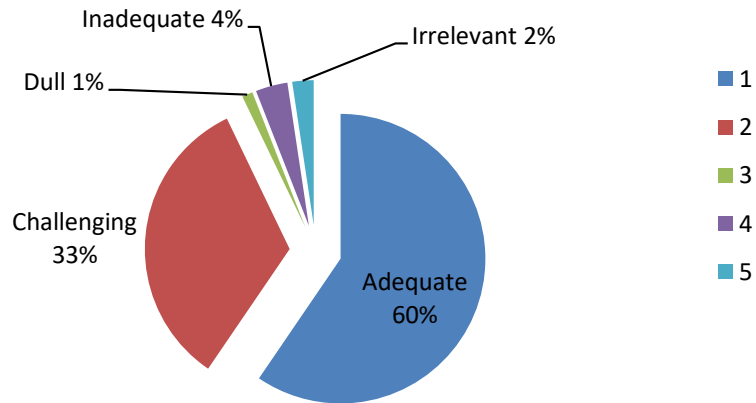


**Administration [Are you happy with the food served in the present canteen]**

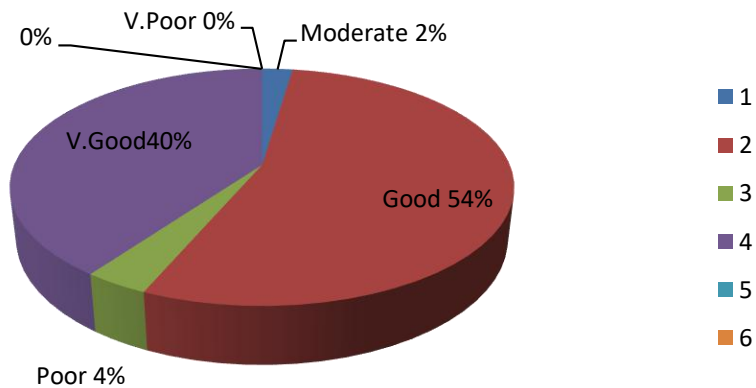


**FEEDBACK ON COLLEGE BY B.COM STUDENTS**

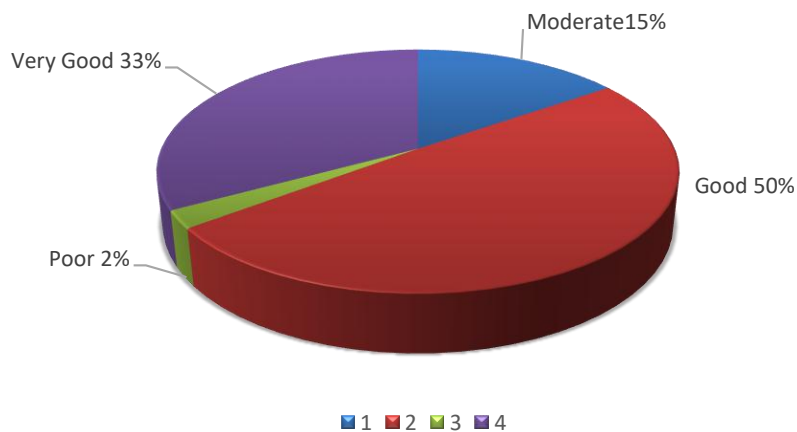
**The syllabus of the subjects was:**



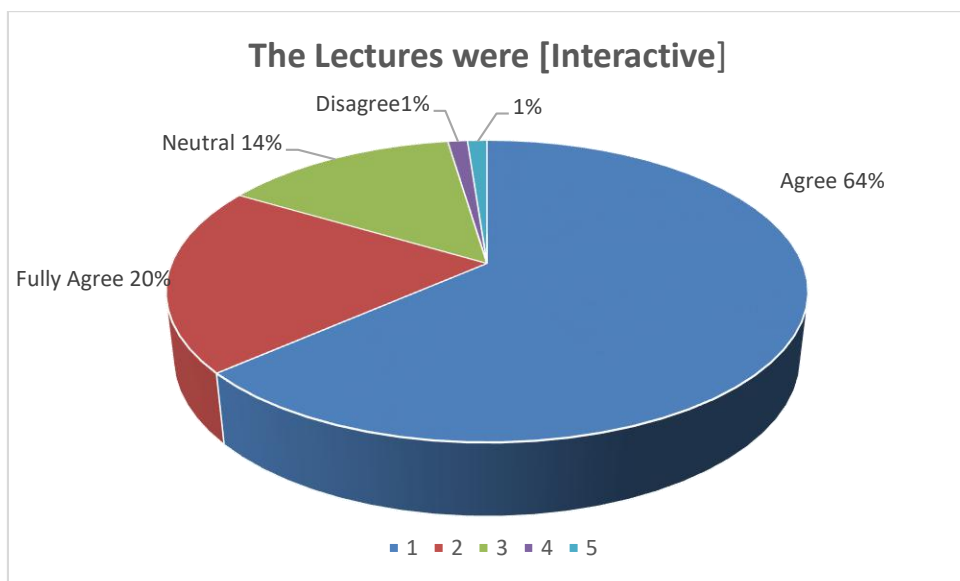
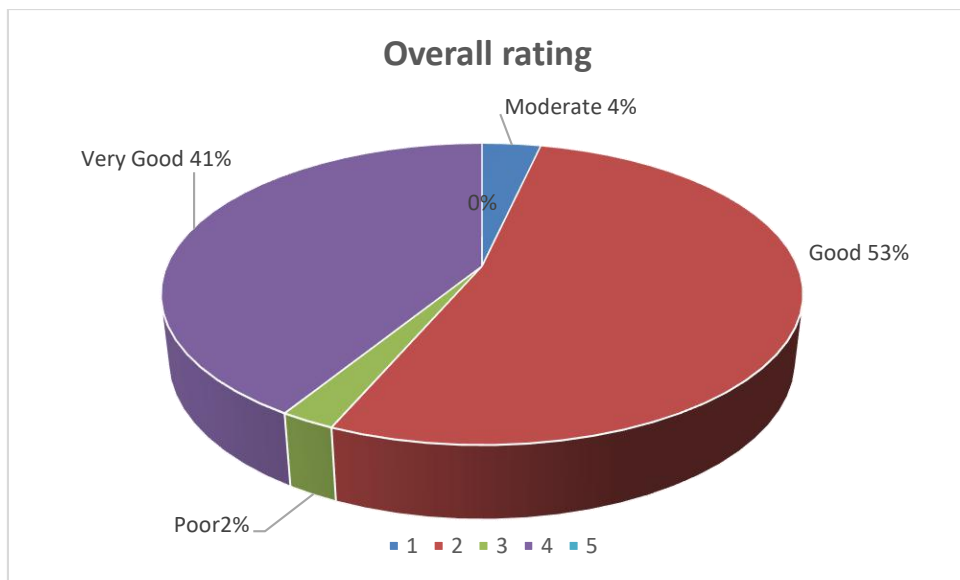
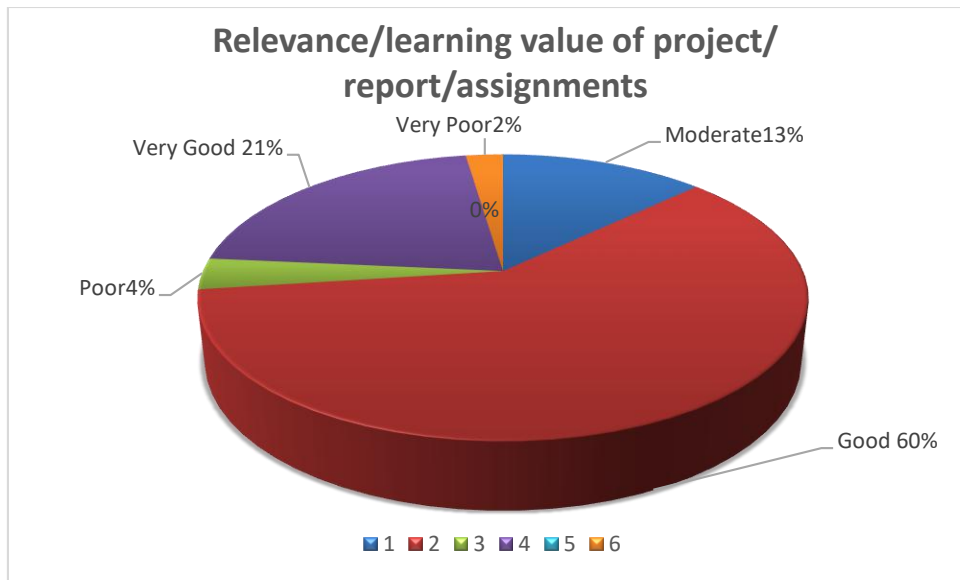
**Learning value (in terms of skills, concepts, knowledge, analytical abilities, or broadening perspectives)**



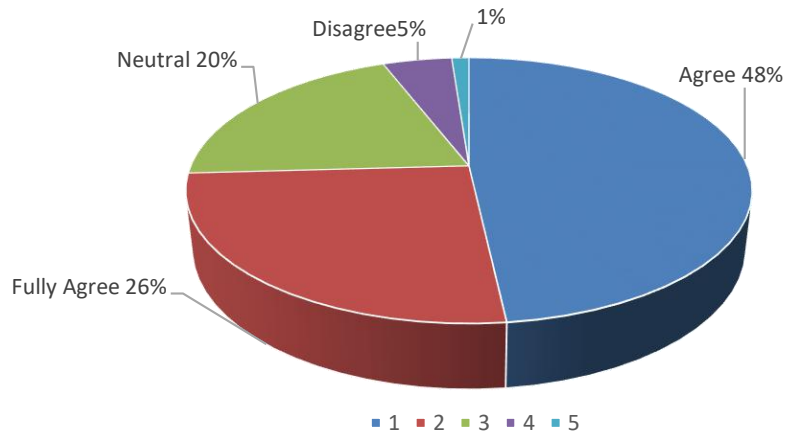
**Applicability/relevance to real life situations**



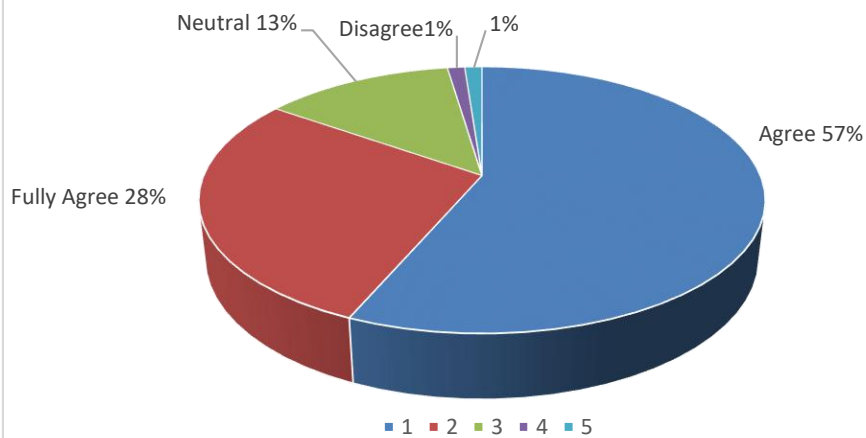




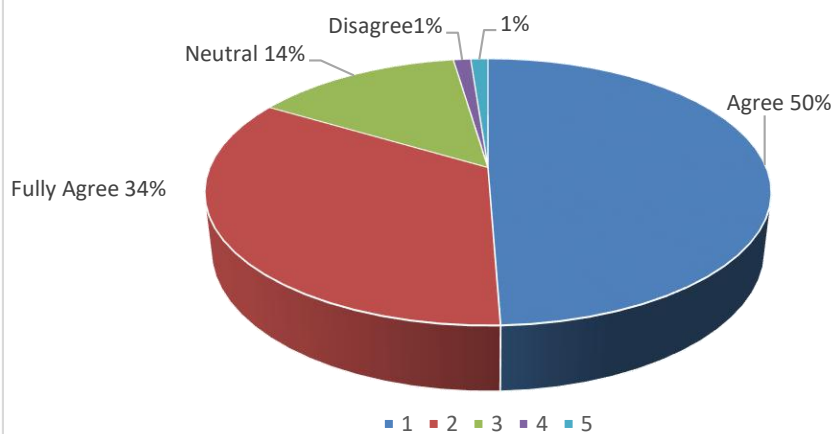
### The Lectures were [Useful for answering online questions]



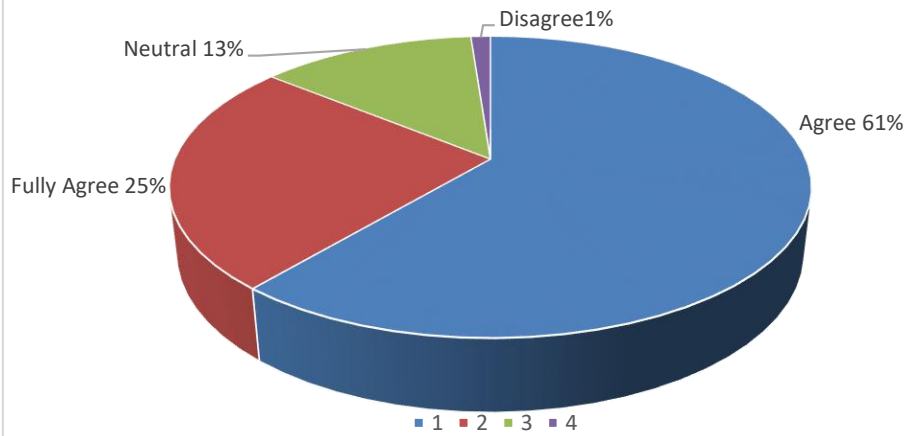
### The Lectures were [Useful for semester examination]



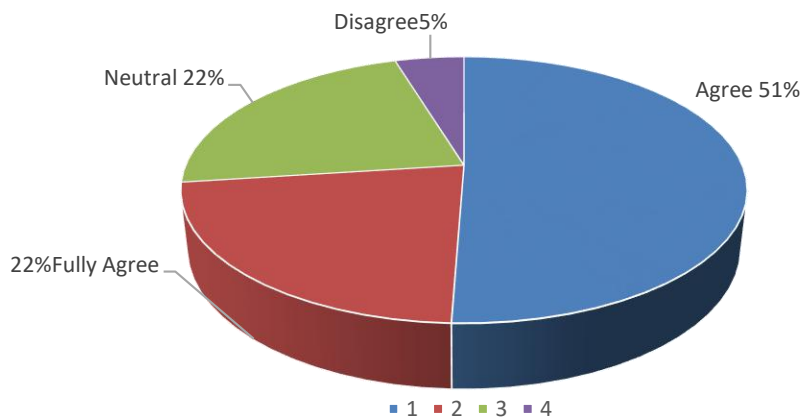
### The Lectures were [Teachers encouraged students' participation in class]



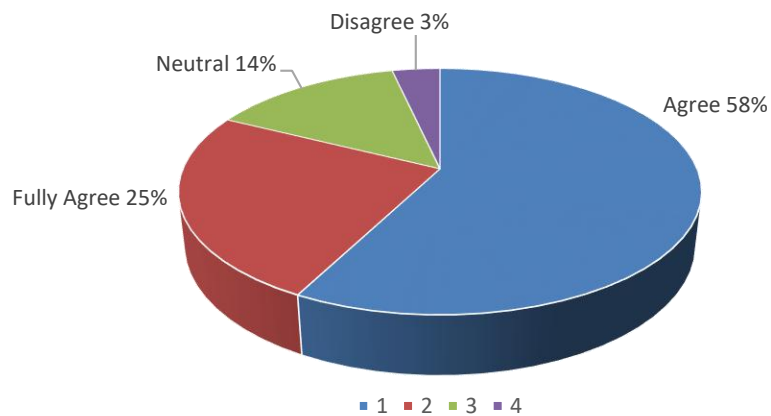
**[After learning topics in the syllabus, I feel better equipped with knowledge and skills required for my future career development.]**



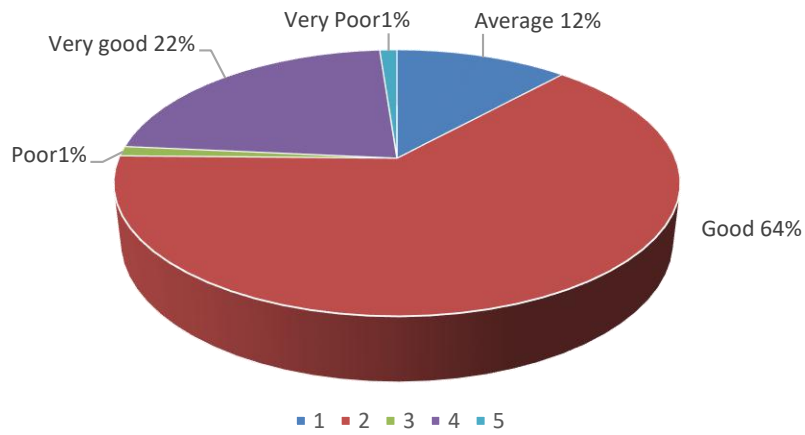
**[Teachers covered topics and issues beyond syllabus.]**



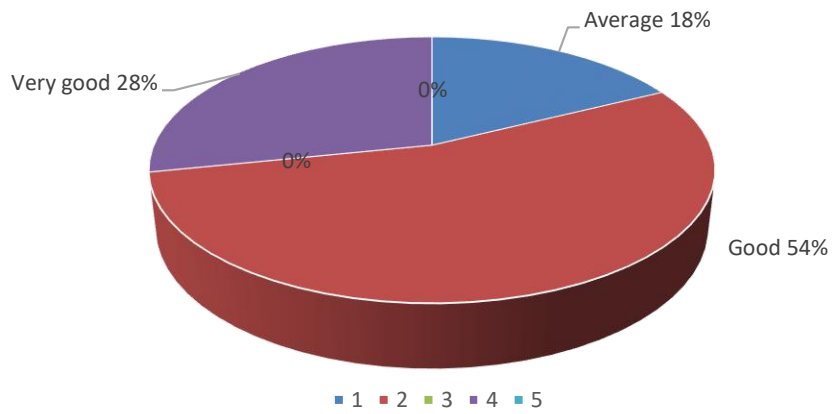
**[My teachers have used ICT (Information and Communication Technology) extensively in teaching-learning process.]**



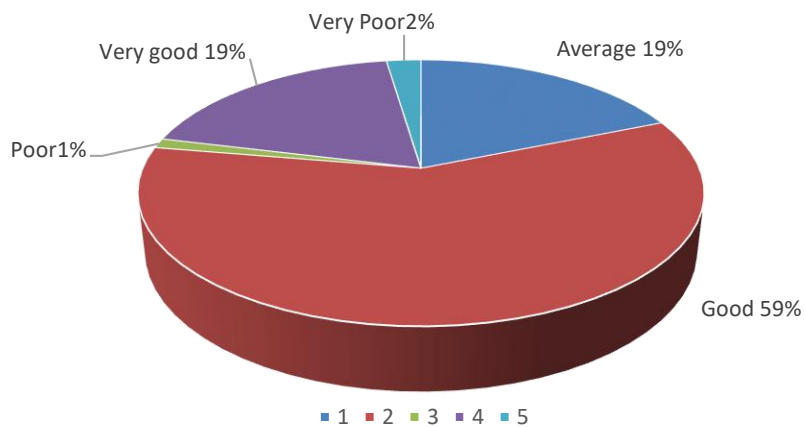
**Evaluation [The internal evaluation system as it exists is:]**



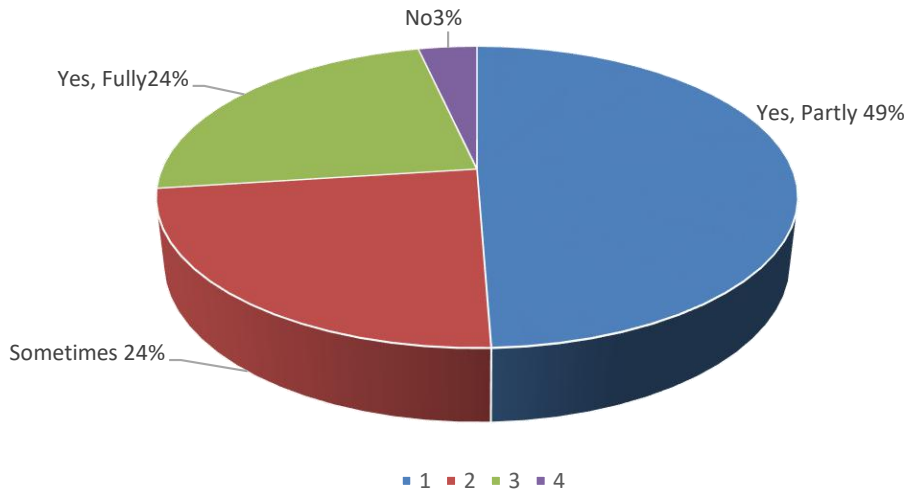
**Evaluation [Difficulty level of the semester end examination question papers was:]**



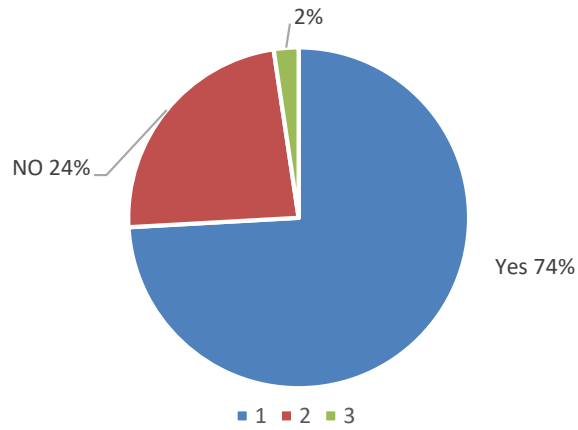
**Evaluation [Evaluation of assignment/viva's/projects is:]**



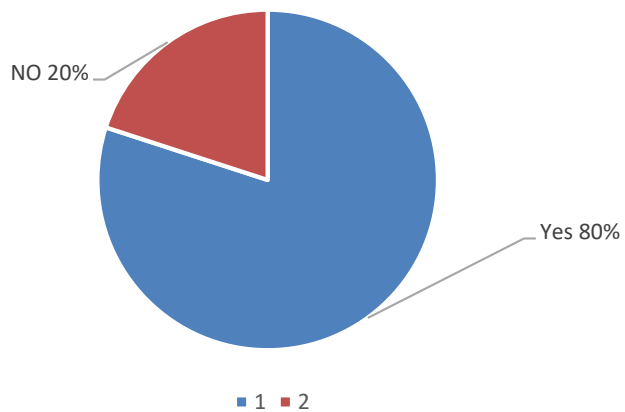
### Were your Assignment discussed with you?



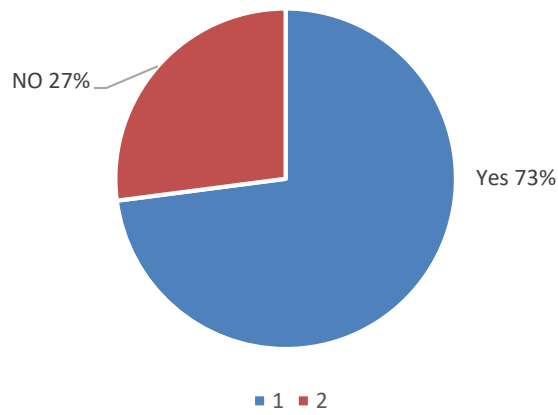
### Library [The instructional material prepared by the teachers is available in library.]



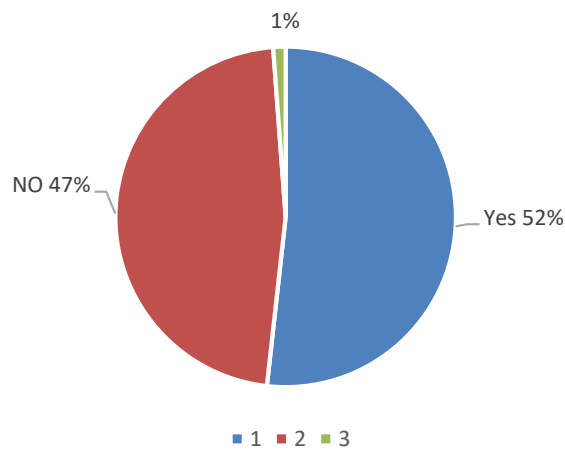
### Library [Can you avail books from library conveniently]



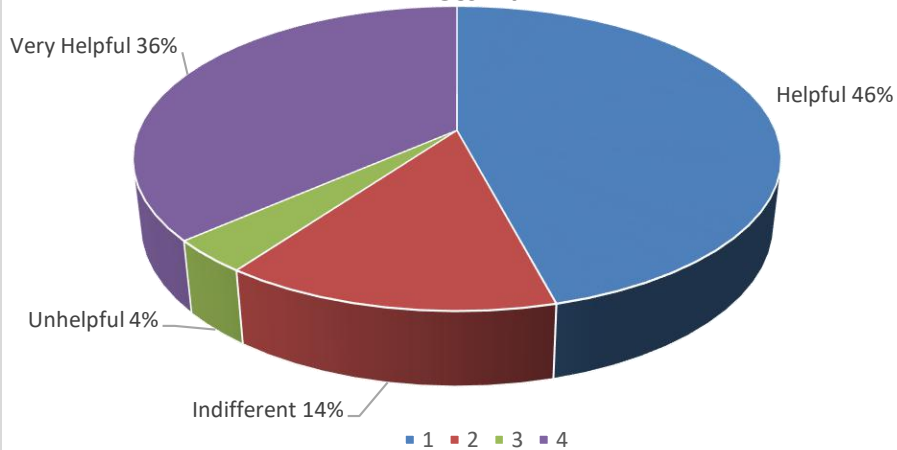
**Library [Are you satisfied with the cataloguing and arrangement of books in the Library]**



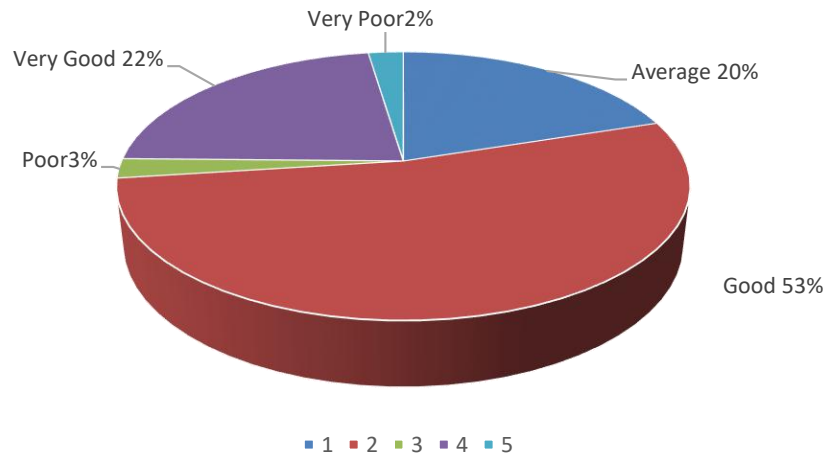
**Library [Are you satisfied with the available Reading space in the Library]**



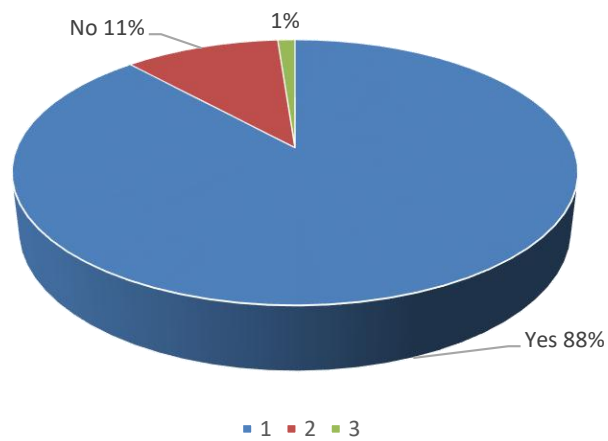
**How do you find the college administrative staff?**



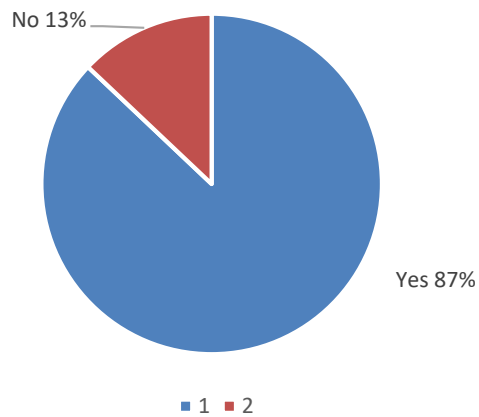
### What is your rating on symbiosis hostel facilities?



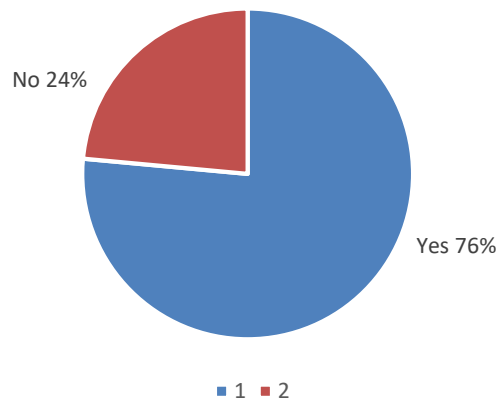
### Administration [Do you get updates and notices from college on time]



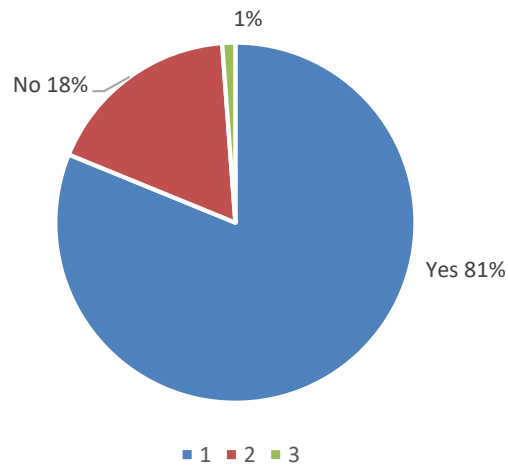
### Administration [Are there enough clean class rooms available in the College]



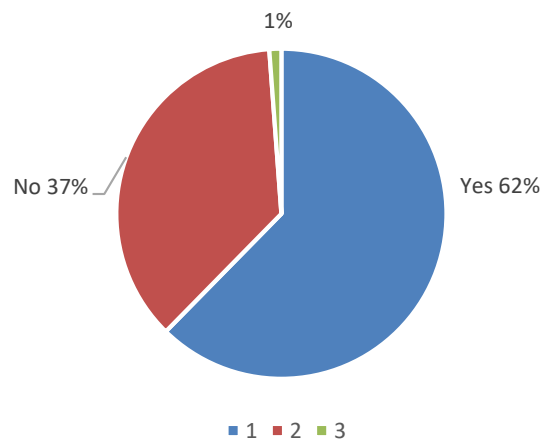
**Administration [Are the toilets cleaned properly]**



**Administration [Are you provided with enough drinking water]**



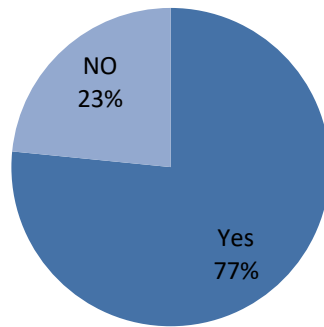
**Administration [Are you happy with the food served in the present canteen]**



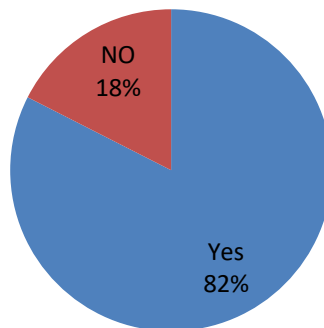


**FEEDBACK ON LIBRARY**

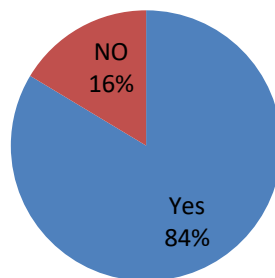
**The instructional material prepared by the teachers is available in library.**



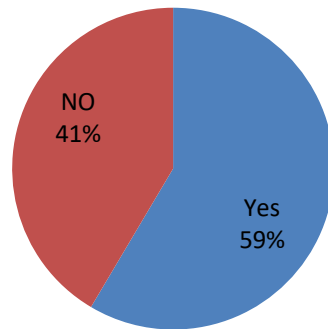
**Can you avail books from library conveniently**



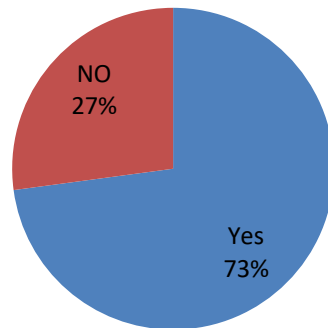
**Are you satisfied with the cataloguing and arrangement of books in the Library**



**Library Are you satisfied with the available Reading space in the Library**

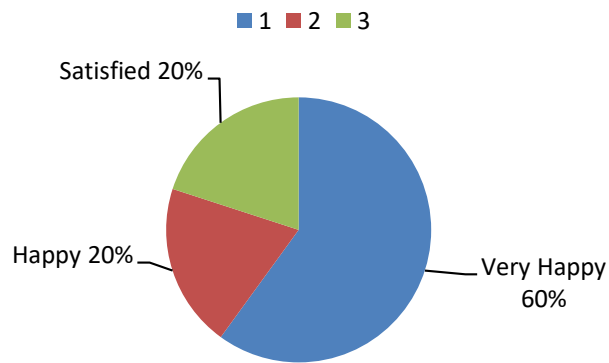


**Are the Library Staff co-operative and helpful**

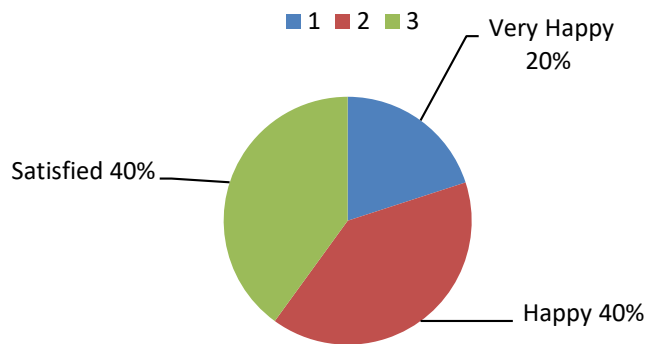


## FEEDBACK BY EMPLOYERS

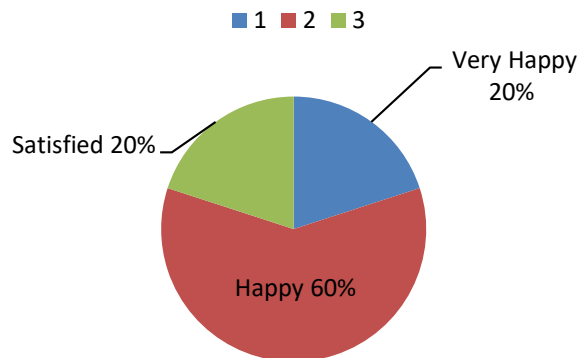
**PART II : How satisfied are you with the student's work performance in each of these areas: [1. General Communication Skills]**



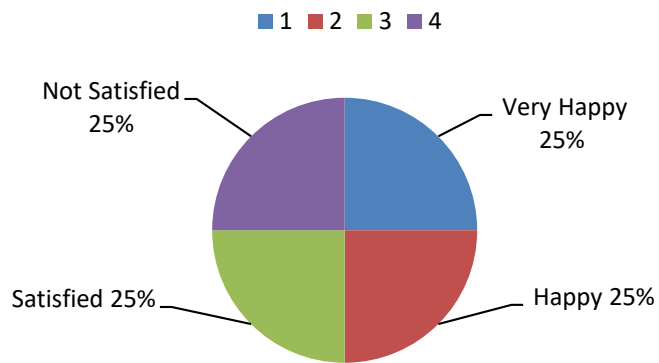
**PART II : How satisfied are you with the student's work performance in each of these areas: [2. Open to new ideas and learning new techniques]**



**PART II : How satisfied are you with the student's work performance in each of these areas: [3. Using technology and workplace equipment]**



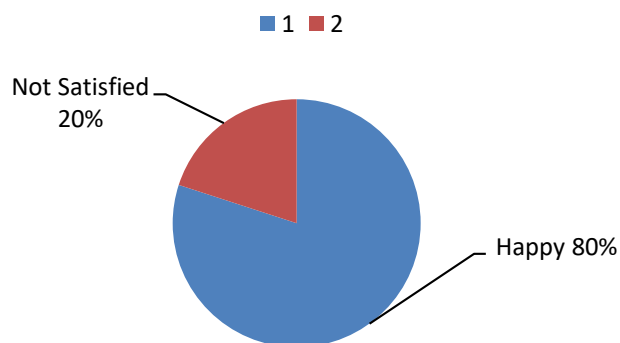
**PART II : How satisfied are you with the student's work performance in each of these areas: [4.Developing practical solutions to work place problems]**



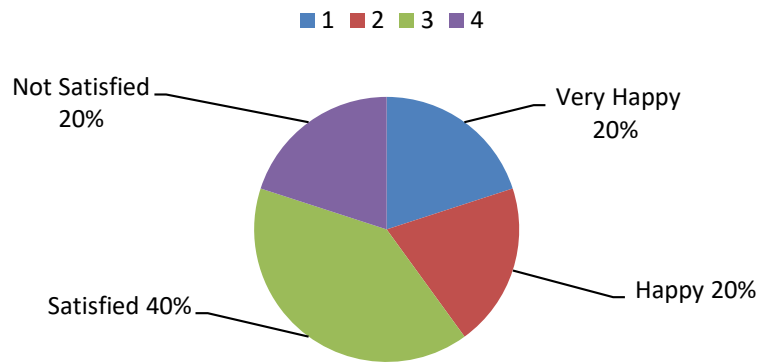
**PART II : How satisfied are you with the student's work performance in each of these areas: [5.Creative and Innovative in response to workplace challenges]**



**PART II : How satisfied are you with the student's work performance in each of these areas: [6.Self-motivated and Proactive]**

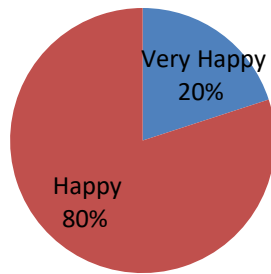


**PART II : How satisfied are you with the student's work performance in each of these areas: [7.Planning and Organization skills ]**



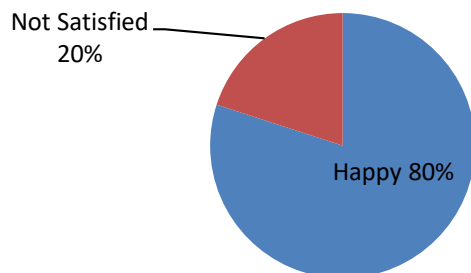
**PART II : How satisfied are you with the student's work performance in each of these areas: [8.Working as part of a team]**

■ 1 ■ 2



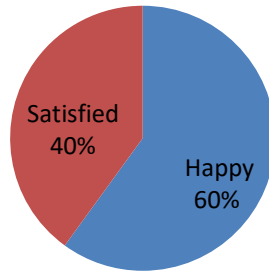
**PART II : How satisfied are you with the student's work performance in each of these areas: [9.Ability to contribute to the goal of the team]**

■ 1 ■ 2



**PART II : How satisfied are you with the student's work performance in each of these areas: [10.Ability to manage/leadership qualities]**

■ 1 ■ 2



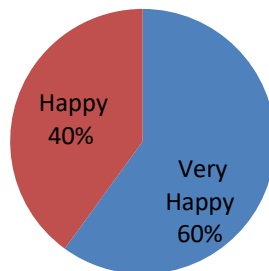
**PART II : How satisfied are you with the student's work performance in each of these areas: [11.Relationship with Seniors/Peers/Subordinates]**

■ 1 ■ 2 ■ 3

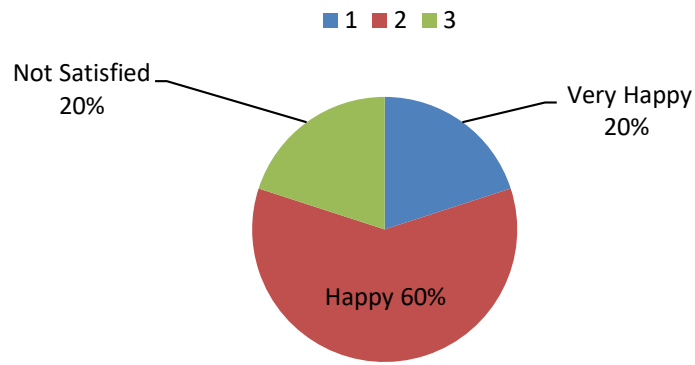


**PART II : How satisfied are you with the student's work performance in each of these areas: [12.Involvement in social activities]**

■ 1 ■ 2

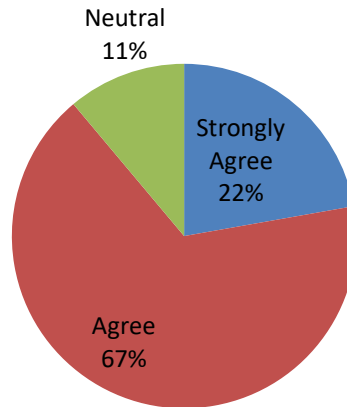


**PART II : How satisfied are you with the student's work performance in each of these areas: [13.Ability to take up extra responsibility]**

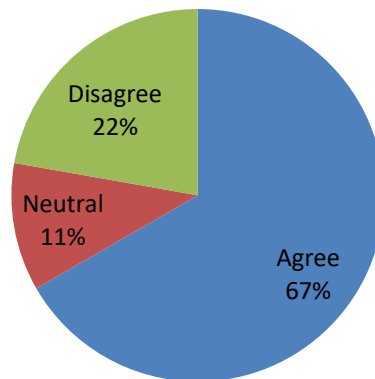


**FEEDBACK BY ADMINISTRATIVE STAFF**

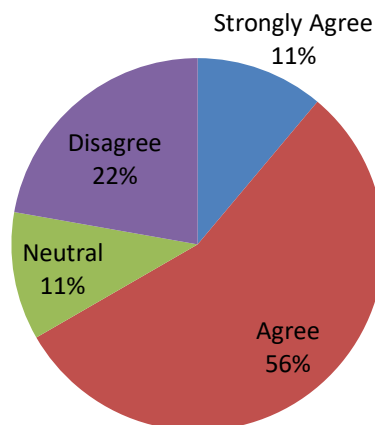
**1.The employees are having clear understanding of their roles and responsibilities.**



**2.The work distribution is fair.**

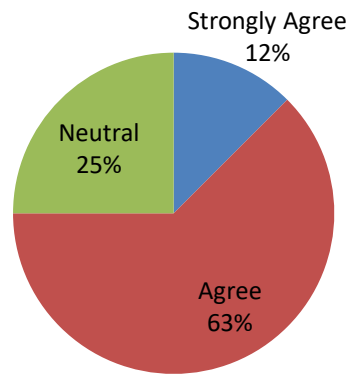


**3. The Work Load is reasonable.**

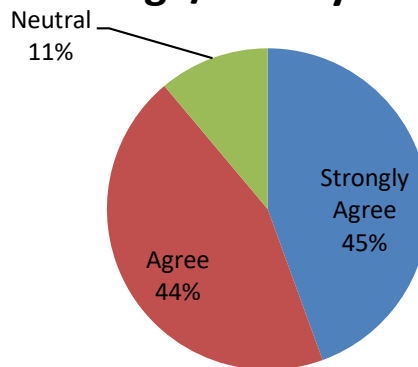




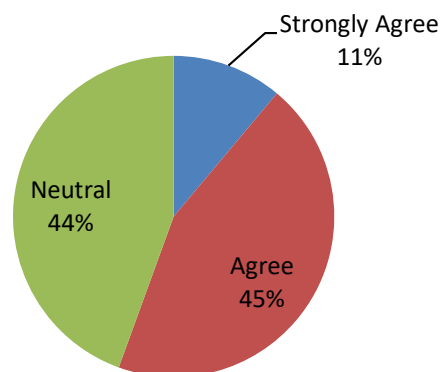
**4.The Administrative procedures followed in the college are effective.**



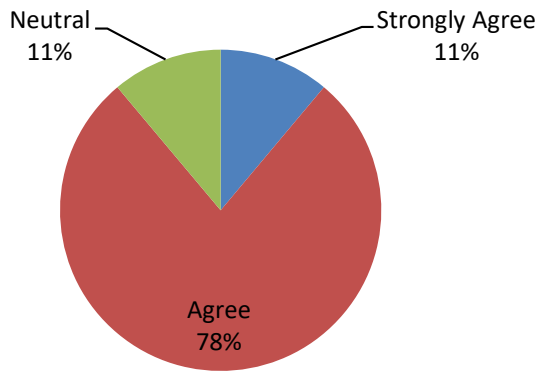
**5.The Training programmes organized by the college/society are helpful .**



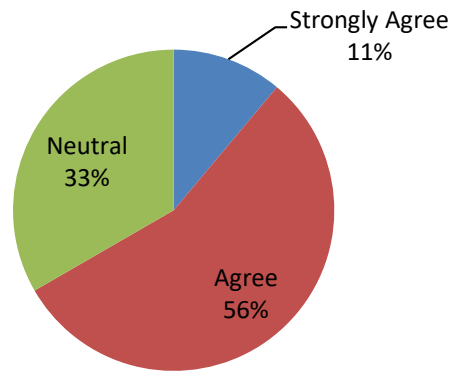
**6.The superior and subordinate relationships are cordial.**



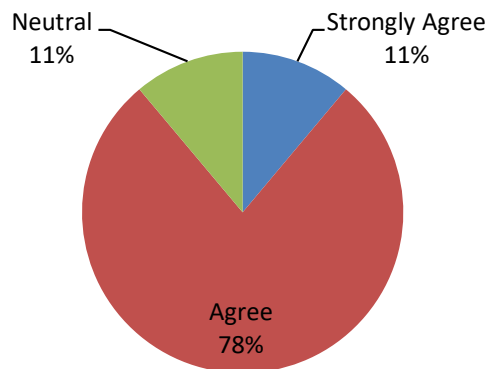
**7.The infrastructure facilities are supporting the work environment.**



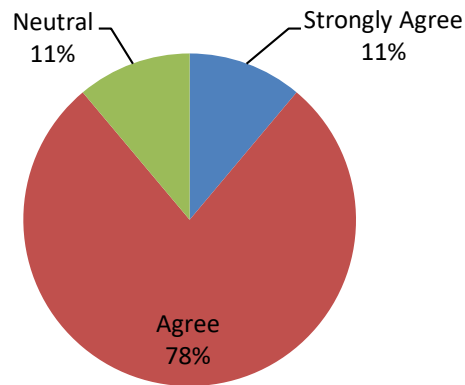
**8.The employees get growth and opportunity to excel in their field.**



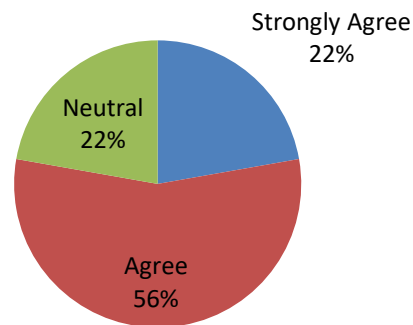
**9.The employees get an ideal environment to learn to grow.**



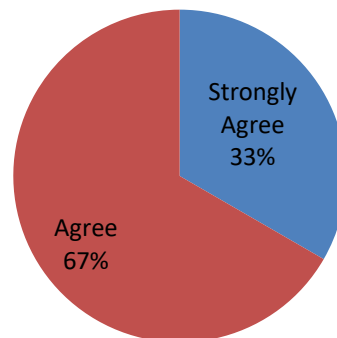
**10.The employees have the opportunity to contribute in development process.**



**11.The College is providing adequate opportunities and support to the staff and family members.**



**12.The administration respects women employees and treats them all.**



**13.The employees grievances are settled fairly.**

