



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		SYMBIOSIS COLLEGE OF ARTS AND COMMERCE
Name of the head of the Institution		DR. HRISHIKESH SOMAN
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02025653903
Mobile no.		9371019988
Registered Email		principal@symbiosiscollege.edu.in
Alternate Email		iqac@symbiosiscollege.edu.in
Address		Senapati Bapat Road, Pune, Maharashtra 411004
City/Town		Pune
State/UT		Maharashtra
Pincode		411004

2. Institutional Status																															
Autonomous Status (Provide date of Conformant of Autonomous Status)	13-Jun-2012																														
Type of Institution	Co-education																														
Location	Urban																														
Financial Status	state																														
Name of the IQAC co-ordinator/Director	ANIL SURESH ADAGALE																														
Phone no/Alternate Phone no.	02025653903																														
Mobile no.	9011927575																														
Registered Email	ANIL.ADAGALE@SYMBIOSISCOLLEGE.EDU.IN																														
Alternate Email	anil.symbi@gmail.com																														
3. Website Address																															
Web-link of the AQAR: (Previous Academic Year)	https://symbiosiscollege.edu.in/assets/pdf/FINAL%20AQAR%202018-19%20SUBMITTED%20TO%20NAAC.pdf																														
4. Whether Academic Calendar prepared during the year	Yes																														
if yes,whether it is uploaded in the institutional website: Weblink :	https://symbiosiscollege.edu.in/assets/pdf/Academic-Calendar2019-20.pdf																														
5. Accreditation Details																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>A</td> <td>85.60</td> <td>2004</td> <td>08-Jan-2004</td> <td>07-Jan-2009</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.43</td> <td>2011</td> <td>27-Mar-2011</td> <td>26-Mar-2016</td> </tr> <tr> <td>3</td> <td>A+</td> <td>3.51</td> <td>2017</td> <td>28-Mar-2017</td> <td>27-Mar-2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	A	85.60	2004	08-Jan-2004	07-Jan-2009	2	A	3.43	2011	27-Mar-2011	26-Mar-2016	3	A+	3.51	2017	28-Mar-2017	27-Mar-2024
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3	A+	3.51	2017	28-Mar-2017	27-Mar-2024																										
6. Date of Establishment of IQAC	01-Jul-2006																														
7. Internal Quality Assurance System																															

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Lecture on Research Publications through TLRC	27-Aug-2019 1	30
Lecture on Enhancing Research through TLRC	29-Jul-2019 1	28
Lecture on Program Outcomes through TLRC	27-Jul-2019 1	31

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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Symbiosis College of Arts and Commerce	College with Potential for Excellence	UGC	2016 1825	13000000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1 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 201920, the members of the IQAC were actively involved in implementing the recommendations given by Peer Team Members at the time of Academic and Administrative Audit. 2 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. 3 The IQAC has been involved in preparing monthly

reports for RUSA and yearly reports for UGC, SPPU, AISHE, NIRF, INDIA TODAY etc. 4 The IQAC was also instrumental in organising Capacity building programmes for both teaching and nonteaching staff. The IQAC, through its activities, has been an agent of change in the institution ensuring efficient performance of academic and administrative tasks. 5 Implementation of various activities proposed under "Enhancing Quality and Excellence in select Autonomous College" under RUSA 2.0 Component 8.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
Participation in Ek Bharat Shreshta Bharat	The College is paired with colleges in Orissa under the Ek Bharat Shreshta Bharat scheme introduced by MHRD. The team of 11 students and 4 faculty visited colleges in Orissa from 28 Feb to 4th April 2020.
Recruitment of teaching and non teaching staff	Guest, Visiting and Ad-hoc faculty were appointed along with administrative staff as per the requirement
Revision of curriculum for First Year of B.A./ B.Com	The curriculum for the First Year of B.A./ B.Com was revised and implemented w.e.f. Academic Year -2019 - 20.
Research publication	Faculty were motivated to present and publish the research articles in national / international seminars and journals respectively
Experiential Learning	The departments were encouraged to organise various annual fests to offer experiential learning
To implement the Choice Based Credit System at UG level	The Choice Based Credit System at Second year of B.Com and B.A was implemented from academic year 2019-20.
To obtain overall feedback from Student through student Satisfaction Survey (SSS)	The feedback is collected and analysed for future development
To approve the new programme B.Com with specialisation in Accounting and Finance (integrated ACCA) and B.Com with Honours in Accounting and Finance for second year B.Com	The curriculum for B.Com in Accounting and Finance as well as B.Com Honours in Accounting and Finance were designed and approved by Board of studies in Accountancy and Costing and then approved by Academic Council.
To implement various activities chalked out in Detailed Project Report (DPR) for RUSA 2.0 Component 8 " Enhancing the quality and excellence in select Autonomous Colleges."	The college was chosen for the Grant of Rs. 5 crores under RUSA 2.0 Component 8 " Enhancing the quality and excellence in select Autonomous Colleges."

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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <thead> <tr> <th>Name of Statutory Body</th> <th>Meeting Date</th> </tr> </thead> <tbody> <tr> <td>IQAC</td> <td>31-Mar-2021</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	IQAC	31-Mar-2021
Name of Statutory Body	Meeting Date				
IQAC	31-Mar-2021				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	04-Feb-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The College has partial Management Information System. The college has Admission software for online admission process and retrieval of various student related data. The account section uses Tally software for daily economical transactions as well as for bank reconciliation statement, financial report generation. The Symbiosis Society has centralized purchase system which operational for all kinds of purchases above Rs.20,000/ The ERP system i.e. Eklavya is used for Non Grant staff appointed on society scale. The leave record, attendance, salary, promotion, PAR, record of personal and professional information is done through this system. The college has also developed a Mobile app for monitoring the college activities. The TDS software is used for calculation of tax based on salary and generation of Form 16. Paywiz software is used for the salary of grant in aid staff. It generates salary register, pay slip, yearly statement.</p>				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BCom	BC0R	Costing, Banking and Financial Systems, Entrepreneurship, Marketing Management, Accounting and Finan	15/06/2019
BA	BA0R	Economics, English and Psychology	15/06/2019
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BCom	Commerce	15/06/2019	10131C19	15/06/2019
BCom	Commerce	15/06/2019	20131C19	15/06/2019
BCom	Marketing	15/06/2019	31204C19	15/06/2019
BCom	Marketing	15/06/2019	43204C19	15/06/2019
BCom	Business Administration	15/06/2019	10132C19	15/06/2019
BCom	Business Administration	15/06/2019	20132C19	15/06/2019
BCom	Economics and Banking	15/06/2019	10041C19	15/06/2019
BCom	Economics and Banking	15/06/2019	20041C19	15/06/2019
BCom	Department of Statistics and Computer Applications	15/06/2019	10123C19	15/06/2019
BCom	Department of Costing	15/06/2019	Methods of Costing - Material	15/06/2019
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Finance and Accounting	15/06/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting	Programme Specialization	Date of implementation of
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CBCS		CBCS/Elective Course System
BCom	Finance and Accounting	15/06/2019

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
LGBT	01/12/2019	23
Bio Cultural Diversity and Sustainability	01/07/2019	11
Literature and Censorship	01/07/2019	14
Literature and Gender	01/12/2019	12
Intellectual Property Rights	01/07/2019	13
Learning To Unlearn	01/07/2019	12
Photography	01/12/2019	19
Film Studies	01/07/2019	12
Hypnotherapy and other Parapsychological Therapeutic Modalities	01/12/2019	25
Unearthing Peer Therapy	01/07/2019	23
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Costing	74
BA	Psychology	25
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The college has devised a formal mechanism to obtain feedback from its major stakeholders to get a broad perspective about the curriculum. The format of the feedback forms has been developed through deliberations in staff meetings, department meetings as well as in the Board of Studies meetings. The google form thus prepared were sent to all its stakeholders - the students, parents, faculty, and the alumni. Valuable feedback on the practical relevance, adequacy

of the syllabus and opinions for improvement of the syllabus were given by the students. It also tried to assess the learning values in terms of skills, concepts, knowledge, analytical abilities, and broadening perspectives. Constructive feedback from faculty, and alumni on curriculum design and development were also attained. Parents of the students too provided significant feedback and suggestions for the overall development and enhancement of the institution. All these feedback forms were analysed by the Internal Quality Assurance Cell (IQAC) and accordingly recommendations have been communicated to the respective Departments. The departments then undertook the process of incorporating the recommendations and suggestions in the curriculum.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCom	Advanced Accounting and Taxation, Business Administration	120	273	114
MA	Psychology	40	211	40
MA	Economics	60	65	46
MA	English	60	96	56
BA	Economics, English and Psychology	120	1417	118
BCom	Costing, Banking and Financial Systems, Entrepreneurship, Marketing Management, Account and Finance	720	3398	797

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2567	497	34	Nil	21

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
34	34	Nil	28	28	Nil
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

- There is a Campus Counsellor appointed as well.
- We appoint Class-Teachers for every class for UG and coordinators for PG.
- Students mentoring System is in making process.
- Besides, every teacher does student mentoring at their individual level as well

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3064	34	1:90

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
34	24	10	10	22

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Yogini Chiplunkar	Associate Professor	'Prof. Indira Parekh 50 Women in Education Leaders Award'
2019	Dr. Neelofar Raina	Associate Professor	'Most Dedicated Professors' Award' Women in Education Leadership Award MTC Global Award of Excellence
2019	Ms. Monica Parikh	Assistant Professor	Member of ACCA Professional body UK Award
2019	Dr. Jini Jacob	Assistant Professor	'Best Research Paper Award' in the National Conference on 'Demographic Dividend: Transition and Problems of Population Explosion' organised by Indira College of Commerce

and Science, Pune,
held on 19th and
20th Dec. 2019

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	BCOR	1,2	14/11/2019	29/11/2019
BA	BAOR	1,2	14/11/2019	29/11/2019
BCom	BCOR	3,4,5,6	16/11/2019	17/12/2019
BA	BAOR	3,4,5,6	16/11/2019	17/12/2019
MCom	MCOR	1,2,3,4	24/12/2020	14/02/2020
MA	MAOR	1,2,3,4,	24/12/2020	14/02/2020

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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
2	5350	.74

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://symbiosiscollege.edu.in/GA_PO_PSO

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BCOR	BCom	Costing, Banking and Financial Systems, Entrepreneurship, Marketing Management, Account and Finance	694	660	95
BAOR	BA	Economics, English and Psychology	115	104	90
MCOR	MCom	Advanced Accounting	121	101	83

		and Taxation, Business Adm inistration			
MAOR	MA	English	60	48	80
MAOR	MA	Economics	37	22	59
MAOR	MA	Psychology	40	38	95
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://symbiosiscollege.edu.in/assets/pdf/Student%20Satisfaction%20Survey%20Analysis%202019-20.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
Nil	NIL	NIL	Nil	NIL
No file uploaded.				

3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	RUSA	9	1.11
Projects sponsored by the University	365	UGC-CPE	3.32	0.7
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	Nil
No file uploaded.		

3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
No file uploaded.				

3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
No file uploaded.					

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Economics	1

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Psychology	3	0
International	English	1	0
International	Business Law	1	0
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Banking	1
Account and Costing	2
Marketing	3
English	2
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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
NIL	Nil	NIL	Nil
No file uploaded.			

3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	Nil
No file uploaded.						

3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	Nil	Nil	NIL
No file uploaded.						

3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	10	2	4
Presented papers	3	2	1	Nil
Resource persons	Nil	2	Nil	Nil
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
NIL	NIL	NIL	0
No file uploaded.			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
NIL	NIL	NIL	0	0
No file uploaded.				

3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Participated in Guinness World Record	SPPU, PUNE	3	63
Road Safety Campaign	Pune Traffic Police	4	268
NSS Special WinterCamp	SPPU, PUNE	4	100
Blood Donation Drive	Symbiosis centre for Health Care, Pune	2	37
Educational Outreach Programme	Shri Ambeshwar Madhyamik	2	13

Vidyalaya, Amba

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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Active Participation in Guinness World Record	Trophy and Certificates of Participation	Savitribai Phule University of Pune	67
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Tree Plantation Programme	The Department of Environmental Science (EVS), SCAC	Tree Plantation	2	567
Ek Bharat Shresht Bharat	Symbiosis College of Arts and Commerce, Pune, Paradip College, Paradip and Sarla College, Rahama.	Cultural Exchange Programme	4	11
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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
1. Joint research project in information literacy with Hildesheim University Germany	25	College	90
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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

Certificate Course	Part-time undergraduate certificate course	Womens Study Center, SPPU, Pune	09/08/2019	10/01/2020	37
Internship Program	Sustainability Management Internship Program	Poornam Eco-vision, NGO, Pune	15/07/2019	30/09/2020	75
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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Westchester University , USA	20/08/2019	Joint Degree Programs, Student and Faculty Exchanges	1
Synergy University, Moscow	09/08/2019	Cultural and Student Exchange	Nil
ISDC, London , UK	Nil	Integrated B.Com Degree	218
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
52917000	29213209.89

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Video Centre	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Fully	3.22.07.000	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	Nil	Nil	Nil	Nil	Nil	Nil
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Sharayu Bhakare	Fundamentals of Corporate Social Responsibility	Udemy	01/11/2019
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	274	2	22	197	197	38	39	22	0
Added	0	0	0	0	0	0	0	0	0
Total	274	2	22	197	197	38	39	22	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

22 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
You Tube	https://www.youtube.com/results?search_query=symbiosis+college+of+arts+and+commerce+official

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
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24333000

842540.66

28584000

28370669.23

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

Symbiosis Society has an Estate Office and a designated Estate Officer for overseeing the maintenance of buildings, classrooms and laboratories maintained through Annual Maintenance Contracts (AMC). The college campus maintenance monitored through regular inspection. The following activities are undertaken the estate office: • Housekeeping, cleanliness, pest control, mosquito control, landscaping and maintenance of lawns. • Preventive and corrective maintenance infrastructural facilities, biogas plants, water purification units, generators, electric supply, street lights, firefighting equipment and security facility. • Solar water heaters, heat pump technology, water purification units have provided in the campus and its maintenance is done. • Proper garbage disposal with source segregation of waste. Symbiosis Society has appointed the maintenance staff on contractual basis. Details are as follows: Sr. No Category Service Provider 1 Housekeeping Sai Allied Services 2 Security BIS Security 3 Lift Sai Shraddha 4 Solar water heaters Aqua Therm 5 Biogas Plant In- house 6 Water Purification Units Aqua Enterprises 7 Generators Omkar Agencies 8 Heat Pump Technology Aqua Therm 9 Water Heaters Aqua Therm 10. Street Lights In-House 11. Fire Extinguishers Ideal Fire Solutions 12. Landscaping In- House 13. Electricity Supply MSEDCCL 14. Pest Control Sai Pest Control

<https://symbiosiscollege.edu.in/assets/pdf/Maintenance%20Policy.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fees Concession	10	39587
Financial Support from Other Sources			
a) National	Central and State Government Scholarship and Freeships	392	519968
b) International	Nil	Nil	Nil

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Psychological Counselling	15/06/2019	36	Psychological Counselor
Personal Counselling - MHAN	15/06/2019	50	Department of Psychology
Soft Skill Development - SCSD	15/06/2019	429	Center for Skill Development
Remedial Coaching for Accountancy	15/06/2019	10	Department of Accountancy

Language Lab	15/06/2019	30	Department of English
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	NIL	Nil	Nil	Nil	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Deloitte USI	174	18	Teach For India	17	2
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	108	BCOM	Accountancy, Marketing, Economics & Banking, Costing, Business Practices, Business Laws, Business Adm inistration	SPPU, SIU, FLAME, BALAJI UNI	MBA, MCOM, LLB
2020	30	BA	Economics, English, Psychology	SPPU Christ University, Delhi- NCR S.N.D.T	MA, MCOM, MBA

Women's
College,
Pune Christ
College,
Bengaluru
Jain
College,
Bengaluru
Bengaluru
University
Madras
University
Kolkata
University
Symbiosis
college of
arts and
commerce
Chennai
Mumbai
University
Amity Univer

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

Items	Number of students selected/ qualifying
NET	3
CAT	9
Civil Services	1
Any Other	2

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Waxing Eloquent Competition	State	40
Synchronis MUN	International Level	170
Symagine	State	865
Indradhanu	State	50
Symbiosis Karandak	State	36
Lawn Tennis (MENS)	Intercollegiate	32

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	41ST R.G	Internat	18	Nil	Nil	Shaurabh

	Nezhmetdin ev Memorial, Russia	ional				Shelar Shaurabh Shelar Gayatri Pardeshi Dhruv Sunish Dhruv Sunish Dhruv Sunish Parikshit Somani Dhruv Sunish Parikshit Somani Parikshit Somani Prithika Sengupta Isha Swar Sanashree Dhamdhare Sanashree DhamdAbhim anyu Puranik
2019	Cultural	National	Nil	7	Nil	Nandita Patra Yashomati More Apoorva Joshi Jyotika Sabharwalr Anuj Manoj Kurmar u Krutasha Ramanuj Paramjyot Kaur Soni Apoorv Joshi
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Since for the student council members it was decided to select the members through elections and during the academic year 2019-20 also but there was no circular issued by the SSPU through the Students development board ,therefore the students council was not formed earlier . SCAC students are nominated as representatives on IQAC, Anti-Ragging Cell, Prevention of Sexual Harassment Cell, Centre for Liberal Arts, Centre for Human excellence, NSS, Marathi Drama Circle, EVS etc. During the academic year 2019-20 the students represented various committes: 1.Student representatives for anti-ragging cell were Mr.Rahul Vase and Stuti Goel 2. Student representatives for prevention of

Sexual Harassment cell were Ms.Disha Mishra and Ms.Nikita Malunjkar 3.Regarding representation of the students on academic administrative bodies/committees of the institution Mr. Mayank Goel was a member of IQAC. 4. Student representatives for NSS were Ms. Disha Mishra (TY B. Com-C) , Mr. Rahul Vase (TY B. Com-E) ,. Ms. Stuti Goel (TY B. Com-C) and Mr. Aniket Kolhe (TY B. Com-E) 5. Student representatives for Centre for Liberal Arts were Ms. Krishna Rajpurohit (TY B. Com) 2. Ms. Shivanshie Garg (TY BA) 6. Student representatives for Centre for Human Excellence were Mr. Mayank Goyal (TY B. Com) and Mr. Aniket Kolhe (TY B. Com) 7. Student representatives for Marathi Drama Circle were Mr. Mihir Amrutkar (SYB. Com) and Ms. Sarvesha Pujari (SYB. Com) 8. Student representatives for EVS were Ms. Manmeet Kochar (TY B. Com) , Ms. Gayathri Anil (TY B. Com) Mr. Rahul Vase (TY B. Com), Mr. Shubham Gavhane (TYB.Com)

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

At SCAC the process of decentralization and participative management is at the heart of governance, planning and decision-making processes. All stakeholders from the Management, Faculty, Administrative Staff, students, parents to industry have representation on various committees ranging from Governing Body, IQAC, CDC, BOS, Prevention of Sexual Harassment Committee, etc. There is also inclusive and participative management with all staff, i.e., teaching and administrative staff and students in Organizing Committees which are formed for various programmes/events such as Convocation, Annual Prize Distribution, Intercollegiate Seminars and Conferences, Orientation Programmes for freshers etc. The Teaching Learning Resource Centre and the Research Cell established in 18-19 continued to function successfully , and both are contributing to the process of decentralization and participative management. At the functional level the establishment of the Teaching Learning Centre has augmented the process of decentralization and participative governance. The Teaching Learning Centre is founded with the objective of developing proficient governance. The Principal nominates a faculty to head and co-ordinate activities of the Centre keeping in mind the Vision and Mission of the College. The Centre-head works in co-ordination with a team of teaching and administrative staff. It provides a platform for developing a framework for designing effective governance through organization of Faculty Development Programmes, Seminars, Workshops and other activities for the benefit of stakeholders - faculty, administrative staff and students. The Governing Body with the Principal and teacher representatives, give suggestions and monitor the introduction of new programs and development

activities of the Teaching Learning Centre. On the proposal being passed by the Governing Body it is presented for approval to the Academic Council. On approval by the Academic Council, it is implemented by the Centre. Decentralization and participative management practices were further enhanced with the successful functioning of the Research Committee comprising of the Centre for Study of Society, Student Research and Minor Research Projects. The process of decentralization and participative management is implemented with the Principal nominating a faculty as the Head of the Research Committee who in turn nominates faculty as Teachers in Charge of the various sub committees of the Research Centre, forming the Core Committee. Each sub-committee functions in co-ordination with teachers, students and even experts from various fields for approval and review of various research projects.

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

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	<ul style="list-style-type: none"> • Curriculum Development-The college has been striving to reflect contemporary developments in our curriculum. Every subject teacher along with the department and with experts and professionals on the Board of Studies is constantly revising curriculum every 3 years. In 2019-20, training for professional competence in international accounting and finance was offered through the integrating of the programme of ACCA, UK with second year B.Com. In 19-20 a new specialisation course in "Human Resource Management" was introduced at SY BCom. The college also introduced two specialisation courses, "Accounting and Finance" and "Human Resource management" for Degree with Honours Programme. The syllabi For FYBA and FY BCom was revised and curriculum for M.A. Part II in psychology was developed. In continuation, curriculum through the Centre for Skill Development offering certificate courses in areas demanding practical knowledge in different disciplines was developed. Students were exposed to an array of disciplines developed through liberal arts studies at SCLA as it continued offering additional new courses as it does every year.
Teaching and Learning	<ul style="list-style-type: none"> • Teaching and Learning- In the year 2019-20 the TLRC continued to provide a platform to develop resources and capabilities of both students and teachers. With an objective to

facilitate the faculty in adopting pedagogy, learning and evaluation system, a series of guest lectures was organised on 'Importance of Programme Outcome' and 'Blooms Taxonomy'. Keeping in mind the changing needs and evolving technology college has installed smart boards in each and every classroom and training workshop was organised for teachers on 'Effective Use of Smartboards' and All the teachers regularly started using the smartboards during lectures. The principal of the college delivered a lecture on "New Education Policy" to update and motivated the faculty about the opportunities offered by the NEP. To face the challenges posed by the COVID 19 Pandemic, TLRC conducted a Faculty Development Programme on online teaching tools of 'Power-point Recorder' , 'Screencast-o-matic' and 'Google Meet', to train the faculty members for online teaching, learning and evaluation. To improve conceptual and theoretical knowledge of students from non-commerce backgrounds a Foundation course in Accountancy was conducted this year too. For all our programmes we use a participative strategy which focuses on application of principles and theory. To enhance analytical and logical thinking and to include contemporary issues in the learning process teachers have adopted the use of Google Classroom, U Tube, e-PG Pathshala, case studies, quiz, group discussions, debates, article reviews and class presentations. In addition, we also adopted web-based learning for generating and processing information using N-LIST, JSTOR, EBSCO, INFLIBNETN, KOHA-WEBOPAC, CMIE data base.

Examination and Evaluation

- Examination and Evaluation- Quality improvement interventions introduced during the year included: 1. Students of B.A./B.Com (Regular) who are required to earn a minimum total of 132 credits could earn 7 value addition (Non CGPA) credits through various avenues offered for eg. through the Centre for Skill Development, SCLA, Internships, extension activities, SWAYAM, Summer/Winter School etc. Assessment would be on the basis of a detailed report submitted on line and a viva voce. 2. Transparency is ensured in the procedure for revaluation of

answer papers by providing a photocopy of answer papers on application of the student. 3. The Covid19 pandemic created major disruptions the world over and called for major interventions on the domestic front, employment and specially academics. Recognizing the importance of assessment and evaluation in the life-time of a student, the college conducted examination through the Open Book Examination system. This system was designed to allow students to refer to either class notes, or approved reference material and helped to do away with 'rote learning'. The main premise for these exams was that teachers could devise questions that require students to answer in more critical and analytical ways, encouraging high-order thinking skills amongst students, blending the wisdom of traditional education with practical contemporary application. The examination was conducted online through Google Classroom. The examination was conducted for UG regular, UG Honours for semester 6, UG Backlog, PG semester 4 regular and Backlog, improvement examination for semester 2 and 4 through 819 Google Classrooms.

Research and Development

- Research and Development-Teachers and students are encouraged to undertake research and development activities. To motivate the teachers to publish their research articles in quality journals, a lecture series was organised by TLRC on 'Enhancing Research Activity' and 'Publication of Research'. The CSS facilitated long term and short term research projects under the auspices of the Research Cell. 7 research projects approved by Research Review Committee were undertaken by 13 teachers during the year 2019-20.
- To promote participation in International forums and conferences organized abroad the College instituted Foreign Travel Grants. Our teachers have participated and presented papers, in numerous National and International Conferences. In addition, our teachers have been making their mark in the international arena through publications and presentation of research papers. Dr. Shirish Limaye and Dr. Tessy Thadathil, presented papers at international

Conferences and Seminars at Oxford University, England, Poland and Portugal. Teachers have also contributed to publishing articles, chapters and books in various UGC recognized and approved national and international publications. Duty Leave is granted and financial assistance is also provided whenever possible. Students under the guidance and mentorship of the teachers have participated in Research Paper writing and presentation competitions. It is mandatory for Students pursuing the Degree with Honours Programs and Postgraduation to prepare a dissertation or research project as part of the curriculum.

Library, ICT and Physical Infrastructure / Instrumentation

- Library, ICT and Physical Infrastructure / Instrumentation- Smart Boards in all classrooms
- Well-equipped classrooms with LCD facility
- Library equipped with books, periodicals, e-books, e-journals, databases and internet access.
- Reading Hall with e-learning facility
- Audio-Visual Hall with internet connectivity
- Computer laboratory
- Psychology laboratory
- Wi-Fi Connectivity

1. Maintenance of ICT and infrastructure through Annual Maintenance Contracts
 2. Periodic upgrade in hardware and software (Quality and Quantity)
 3. Centralized back-up facility for important data
 4. Purchase of new books, electronic resources, software, computers, servers and other infrastructure and equipment to enrich library and laboratories.
 5. Availability of technical staff for guidance and problem solving for stakeholders
 6. Tutorials/Guidance for students for effective usage

Human Resource Management

- Human Resource Management- The College deals with Human resources at three levels i.e., Students, Faculty and Administrative staff. For students the college imparts fundamental and contemporary knowledge through its syllabi and courses such as the Degree with Honours, Liberal Arts, ACCA. Simultaneously, the college provides immense opportunities to enhance skills, gain an interdisciplinary approach through value added courses, co-curricular and extracurricular activities. All additional faculty and

staff support is provided by Symbiosis Management. Faculty are groomed to assume leadership roles, adopt participatory approach and contribute towards the development of students. They are supported to conduct research in their areas of interest and are kept updated with FDP's on contemporary topics related to teaching learning and research. The College organizes various programs for updating skills of the administrative staff. Welfare programs are regularly organized for faculty and administrative staff. • In the academic year 2019-20, Dr. Yogini Chiplunkar and Dr. Shubhada Tamhankar organized 'Train the Trainer' program in Financial Literacy for the second-year students of Commerce. The duration of this program was one week. As a part of field work, students conducted one-day workshop for Class 4 employees of the college on "Financial Planning". This workshop was organized on 5th February 2020.

Industry Interaction / Collaboration

• Industry Interaction / Collaboration Industry interaction and collaboration are carried out through the Symbiosis Centre for Skill Development the Entrepreneurship Development Cell and Placement Cell, through Guest Lectures by Industry experts, entrepreneurs and professionals, Workshops, Campus recruitment/drives, and various collaborations. New courses in Negotiation Skills, Digital Marketing and Professional Retail Banking, business plan competitions such as I to E in collaboration of the Entrepreneurship and incubation centre of Savitri Bai Phule Pune University, Young Pioneer, Intercollegiate Social Business Plan Competition(Online) and Industrial Visits and Study tours create a vibrant environment. With the perspective to impart knowledge with practical exposure, 13 industrial and field visits were organized during 2019-20 Department of Political Science - one, Centre for Innovation and Entrepreneurship- eight and Department of Economics and Banking - four. Interaction and collaboration are enhanced with campus recruitment drives by renowned companies such as Deloitte USI, Ernst and Young GDS, Honeywell, Credit Suisse, Northern Trust, Deutsche

Bank, Career Dose, Tresvista, ICICI Prudential, Teach for India, and Federal Bank offering positions varying from audit assistant, tax, assurance and financial associate, analyst, sales representative, business development executive, teacher fellowship, and associate in non-officer cadre. A total of 142 students were placed 2019-20 with a CTC ranging from Rs. 2.4 lakh to Rs. 6.9 lakh.

Admission of Students

• Admission of Students-The admission process is based on the guidelines provided by the Savitribai Phule Pune University (SPPU) and the reservation policy of the State Government of Maharashtra. In the year 2019- 20 also students were given admission to S.Y. for their subject of specialization, based on both merit and preference. Students with a score of 65 and above in FY BCom and 60 and above in FYBA are given the opportunity to hone their skills in their specialization through admission to the Degree with Honours Programmes. •The College has been the first undergraduate college to introduce an online admission process for the regular under-graduate and postgraduate programmes since the academic year 2007-2008. The entire admission process beginning with the pre-merit forms till the declaration of merit list and payment of fees is done online. This unique process provides a fully transparent system characteristics of which are given below: a) The premerit 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) Special notices are displayed regarding the admission status and vacancies in the various categories. d) 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. e) The admission for foreign students, PIO / NRI, ICCR and SAARC are done through the Symbiosis Center for International Education (SCIE). The student approaches the college only when his admission is confirmed by the SCIE and then completes the formalities of the admission process. f) All information

regarding the admission status is readily available. g) The payment of all kinds of college fees is done online, by using net banking facility and debit/credit cards. •For its Liberal Arts programme, the students are admitted through counselling, faculty presentations, public seminars and advertisements.

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

E-governance area	Details
Finance and Accounts	<p>? Finance and Accounts- The College makes use of software packages for accounts and finance purpose like Tally, TDS and Payroll software. • Right from recording cash transactions till finalization of balance sheet college utilizes tally software package. • TDS transactions are recorded, and Form 16 are generated by using TDS Software. • All transactions related to salary of employees on Society scale are recorded through Ekalavya ERP Payroll Software. • All transactions related to salary of employees in Grant-in-Aid section are recorded through HTE Sevarath Pranali Payroll Software. • We accept all kind of college fees through online mode minimizing the use of cash transactions. • All kinds of remunerations to the faculty, visiting faculty and staff are done through online mode.</p>
Planning and Development	<p>? Planning and Development- Retrieval of student data for various schemes. The college is in the process of developing an App for the approval, sanction and registering, all activities conducted in the college</p>
Administration	<p>? Administration- The college has taken following initiatives for the staff: • College is using ERP system regarding leave, self-appraisal, continuation and promotions of non-teaching staff appointed on Society Scale. • College has preserved the service-related documents of both teaching and non-teaching staff in e-form by scanning the same. • The salary of the staff is processed online through Government portal as well as Sine Wave software developed by College. • TDS, Form No. 16 and other income tax calculations are done through Sine Wave software. • The</p>

college office has created Department Wise E-mail IDs to ease receipt and retrieval of e-mails.

Student Admission and Support

? Student Admission and Support- The College has been the first undergraduate college to introduce an online admission process for the regular under-graduate and postgraduate programmes since the academic year 2007-2008. The entire admission process beginning with the pre-merit forms till the declaration of merit list and payment of fees is done online. This unique process provides a fully transparent system characteristics 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) Special notices are displayed regarding the admission status and vacancies in the various categories. d) 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. e) The admission for foreign students, PIO / NRI, ICCR and SAARC are done through the Symbiosis Center for International Education (SCIE). The student approaches the college only when his admission is confirmed by the SCIE and then completes the formalities of the admission process. f) All information regarding the admission status is readily available. g) The payment of all kinds of college fees is done online, by using net banking facility and debit/credit cards.

Examination

? Examination- In addition to E-governance practices implemented over the years the Examination Cell continued to used E-Governance in 2019-20, for registering students for new courses, for learning, evaluation and assessment and also for administrative purposes as given below: 1. Google docs were mailed to students for registering for 7 non CGPA credits. 2. Students have to maintain an online record of details regarding number of hours spent and learning outcomes acquired while pursuing courses to earn a minimum of 7 non-CGPA credits. 3. For MA Part I students of Psychology and

Economics- online mid semester MCQ examinations were introduced 4. Students specializing in Accounting and Finance appear for two online internal exams of 20 marks each. The end of semester exam of 100 marks (converted to 60 marks) is also computer based. 5.. Examination schedules regarding form filling, timetables, assignment submission are displayed on website 6. E -learning component on website.7. Due to the Covid19 Pandemic Open Book Exams were conducted through Google Classrooms.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Aniruddha Sharma	Conference Camp orgnsised by SPPU for DIR of Physical Education	B.N.Sarda College Sangamner Dist.Ahmanagar	1500
2019	Dr.Neelofar Raina	9th World Education Summit on Internationalization of Higher Education	Bengaluru	2000
2019	Dr.Sharayu Bhakare	Innocation Concalve	MCCIA	1770
2019	Anil Adagale	State level conference on contempary issue in maintaining physical mental health	SP College Jejuri	350
2019	Dr. Shweta Kapoor	State level conference on contempary issue in maintaining physical mental health	SP College Jejuri	350
2019	Diya Devare	Research paper presentation on Data Science Emerging Job opportunities	Sinhagad Institute of Management	1800

		in India		
2019	Zakira Shaikh	Participation presentation of Research paper in International Marketing Seminar on Advance Analytics and AI.	Participation presentation of Research paper in International Marketing Seminar on Advance Analytics and AI.	1000
2019	Sarika Wagh	Participation in Research workshop	Participation in Research workshop	9000
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	NIL	Module No-3.IT Skills : Basic IT training by IT Department of Symbiosis Society(Online)(Batch 1 to Batch 8)	14/04/2020	29/04/2020	Nil	12
2020	NIL	Online Quality Lecture Series(QLS) for Non-Teaching Staff by Dr. Manoj M Sattigeri, Director, DQMB IQAC, SIU	21/05/2020	21/05/2020	Nil	32
2019	Guest Lecture by Dr. Pravin Dange, Head -	NIL	27/07/2019	27/07/2019	31	Nil

	Academics, of Symbiosis Internatio nal University (SIU) on ` Importance of Program Outcome`					
2019	Guest Lecture by Dr. Urvashi Rathod, the Director of Symbiosis Centre for Research Innovation (SCRI) under SIU on `Enhancing Research Activity`	NIL	29/07/2019	29/07/2019	28	Nil
2019	Guest Lecture by Dr. Yogesh Patil Professor and Head - Research P ublication s, of Symbiosis Centre for Research Innovation (SCRI) on `Publicati on of Research`	NIL	27/08/2019	27/08/2019	30	Nil
2019	Guest Lecture by 4. Dr. Jyoti Chan diramani, Director of Symbiosis School of Economics and Dean and	NIL	28/11/2019	28/11/2019	29	Nil

	Faculty of Humanities and Social Sciences at SIU on "Bloom's Taxonomy"					
2020	Online Faculty Development Program (FDP) on online teaching tools of 'Power-point Recorder' (on 26-5-2020), 'Screencast-o-matic' (on 28-5-2021) and 'Google Meet' (on 1-6-2020).	NIL	26/05/2020	28/05/2020	93	Nil
2020	NIL	Workshop on "The Language Unit - English Grammar"	30/01/2020	30/01/2020	Nil	5
2020	NIL	Module No-1. English Communication skills : Basic and Advanced by ELTIS(Online)	29/04/2020	26/06/2020	Nil	11
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Training of Teachers for Student Induction Programme, organized by University	1	06/06/2019	08/06/2019	2

Grants Commission, Ministry of HRD, Government of India, Western Regional Office, Pune				
National Level Workshop - 3 days Workshop on 'Gender Equity and Inclusion: Transforming Pathways in Higher Education' organised by Women in Security, Conflict Management and Peace (WISCOMP) supported by Public Affairs Section, US Embassy, New Delhi a	1	22/08/2019	24/08/2019	3
Case Teaching and Case Writing	1	03/01/2020	07/01/2020	5
FACULTY DEVELOPMENT PROGRAM	1	27/04/2020	02/05/2020	6
Faculty Development Program (FDP) Online College Management and Online Content creation tools organised by Lala Lajpat Rai College of Commerce and Economics and University of Mumbai with North Storm Academy	4	30/04/2020	02/05/2020	3
Faculty Development Program (FDP) Online course planning and	4	13/05/2020	14/05/2020	2

design and Best practices for online teaching organised by North Storm Academy				
3 days Online 'Digital Marketing Boot Camp for Teachers' organised by North Storm Academy	1	15/05/2020	17/05/2020	3
Virtual International Development Programme for the Librarians on Imbibing Skills for Todays Librarianship: Techniques and Tools	1	24/05/2020	30/05/2020	7
Faculty Development Programme on Online Teaching Tools conducted by Symbiosis Teaching Learning Resource Center, Lavale	4	26/05/2020	01/06/2020	7
Workshop on :India and The world: The Modi Effect	1	08/06/2020	12/06/2020	5
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> The college provides Free Medical Facilities, free medical insurance and conducts Annual health checkups for Faculty. The college 	<ul style="list-style-type: none"> The college provides Free Medical Facilities, free medical insurance and conducts Annual health checkup for staff. The college provides 25 	<ul style="list-style-type: none"> The college provides Government Scholarships, Freeships, Fee Concessions and Instalment Facility for welfare of the students.

<p>provides 25 concession in college fees of the wards of faculty who take admission in our college.</p> <ul style="list-style-type: none"> • The college provides the facility of providing recommendations for procuring loans from Financial Institutions 	<p>concession in college fees of the wards of staff who take admission in our college</p>	<ul style="list-style-type: none"> • The college provides Medical Facilities, medical insurance and annual health check-ups through Symbiosis Centre for Health Care (SCHC). • There is Earn and Learn Scheme of SPPU for the needy students. • The college facilitates railway, bus pass concessions to the students. • The college has provided various facilities for the physically challenged students like ramp, specially designed toilets, lift etc. • The college reserves seats for physically challenged/handicapped students during admissions.
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6.4 – Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly • The Symbiosis Society conducts quarterly internal audits and sends its reports along with queries to the college. The college works on these queries and makes rectifications. • The Symbiosis Society conducts annual audit and sends its reports along with queries to the college. The college works on these queries and makes rectifications. • There are also external financial audits by Government of Maharashtra and Accountant General, Mumbai from time to time. • The college submits an audited statement along with the relevant documents to the Accounts Officer, Joint Director of Higher Education, Pune Region, Pune and Accountant General, Mumbai by 31st July every year.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Mr. Qasem Younes A.D. Shroff Memorial foundation Dr.Tessy Thadathil	24000	Amit Verma Bravery Awards Prof. Ali Akbar Award for highest in Accounting BEST STUDENT AWARD
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	Nil	Nil	Yes	IQAC
Administrative	Nil	Nil	Yes	IQAC

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

NIL

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

<p>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 by sharing their expenditure towards their education fees. • 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</p>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>1. PG PROGRAMMES IN ENGLISH, ECONOMICS AND PSYCHOLOGY 2. BCOM - NEW SPECIALIZATION IN FINANCE AND ACCOUNTING 3. TO OFFER PHD IN COMMERCE (IN PROCESS)</p>
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Visit to Odisha under Ek Bharat Shreshtha Bharat	Nil	28/02/2019	04/03/2019	14
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Certificate Course on Gender	01/08/2019	01/12/2020	23	12
Session on Gender Sensitisation-Dr. Rama Sarode	03/07/2019	03/07/2019	300	200

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	Yes	2
Ramp/Rails	Yes	2
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	30/01/2020	1	Daftar Field Visit	Collaborative Workplace culture	24
2020	1	1	05/02/2020	1	Workshop	Financial Literacy	29
2019	1	1	26/08/2020	5	Tree Plantation Activity	Environment Protection	500
2019	1	1	28/09/2020	4	Wildlife Biology Workshop	Radhagiri Wildlife sanctuary	10

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Handbook On Human Values and Professional Ethics	01/04/2019	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. The college has already mostly transferred to CFL/LEDs for lighting, and is no longer using any incandescent bulbs anywhere on the campus. 2. The college

is benefiting from common facilities created by Symbiosis society such as solar water heaters for the common hostel, and a biogas plant to deal with the organic waste generated in the common hostel mess and canteen, both of which can count as renewable energy installations. 3. Reasonably good system is in place for waste management. There is a systematic process in place to deal with various types of wastes being generated on the campus. There is also a conscious effort to reduce waste generation, such as use of one-sided papers in office, etc. 4 .The bio-gas plant takes care of the organic waste on the campus. It is noteworthy that the Symbiosis society has gone ahead with this in spite of the high investment and long period of return on investment. Bio-gas generated by the plant is utilized in the campus canteen. 5. The college administration is making conscious efforts to make its operations as paperless as possible to reduce waste generation, and improve efficiency of operations. The administrative processes are going electronic, and some of the examinations are being conducted online. 6. The college has been providing effective access to the students to the forested hill behind the campus and supporting various conservational activities in that area. 7. The faculty members conducting the Environment Awareness course and related activities are very enthusiastic and dedicated. The varied range of the activities that the students have engaged in over the years , specially the work done on the forested hill behind the college campus in collaboration with the NGO Green Hills

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices I Title of the Practice: Interdisciplinary- Essence of Liberal Arts Objectives of the Practice : 2019-2020 Along with technology , rapidity of change anticipated for the first half of the 21st century will interact to create a world in which the defining characteristic is complexity.

Interdisciplinary studies are the only game in town for understanding and addressing this complexity, making it a necessary and important component of today's liberal education. The objectives of interdisciplinary education are: • To comprise a liberal education that includes a general education curriculum providing broad learning in multiple disciplines and ways of knowing, along with more in-depth study in a major. • To develop a strong sense of social responsibility as well as strong and transferable intellectual and practical skills such as analytical, problem solving abilities, communication and the ability to apply knowledge in a real world setting. • To expose students to social sciences, humanities, language and literature and performing arts. • To help students see the real-world relevance of the various academic disciplines their comparative strengths and weaknesses, their power and their blind spots.

The Context: The hallmark of liberal arts education is small class sizes, close access to professors and intern opportunities. The approach to teaching and learning at the Liberal Arts Centre aims to develop the students from all angles. It is a wholesome program which takes care of intellect, emotions and ethics. The thirst for knowledge and understanding of the student is enhanced in classroom sessions through various methods. The Practice: It is open for all. We believe that learning has No AGE bar. Every class has got a proper mix of students from different age groups, state and sex. There are limited number of students the minimum and maximum intake of a class is 8 to 15 respectively. This enables a faculty to give close attention to each and every student and class interaction and discussions becomes more meaningful. Education imparted through the following methods: Interactive seminars outdoor sessions group discussions team learning through projects and assignments Faculty and students exchange program brainstorming, art and music self-learning through library reference Internships, audio-visual, guest lectures and workshops. Highlights of the Best Practice: • Keeping a track of attendance: Attendance is compulsory. • Students are not allowed to miss more than two classes. Strict

actions are taken against those who miss more than two classes. Evaluation Method: Evaluation methodology is such that it checks all dimensions of a students' personality. • Learning Methodology: Rote learning is not a criterion. Students are evaluated continuously on the basis of their class performance, assignments and research. • Exposure: Exposure of reality outside the world through outdoor sessions, research and interaction. • Student Exchange Program: We organize Faculty and student exchange programmes. International learning and knowledge propels students towards acceptance and understanding of an array of different cultural and community perspectives. Language acquisition is achieved through practical immersion. • Open to All: The liberal arts education is not confined to the students of Symbiosis College • Interdisciplinary Approach: Engaging students and helping them to develop knowledge, insights, problem solving skills, self-confidence, self-efficacy, and a passion for learning are common goals that educators bring to the classroom, and interdisciplinary instruction and exploration promotes realization of these objectives. • Types of Courses: There are courses which focus on survival skills through different programmes such as environment outdoor studies. • Feedback forms: Feedback forms are collected from the students on completion of a subject and the faculties are given a feedback of the same. • Faculty Meetings: Faculty meetings are conducted to take feedbacks and suggestion so as to bring in the necessary changes and modifications. Syllabus: Faculties are given the liberty to frame the syllabus according to their area of interest keeping in mind the relevance of the topic to the current scenario. Course Audit: Individual Courses are audited by experts. Suggestion and feedbacks are taken and are incorporated in the course outlines. • Student- Centric: Student-centred learning aims to develop learner autonomy and independence by putting responsibility for the learning path in the hands of students by imparting them with skills and basis on how to learn a specific subject. E.g.: Environmental Outdoor Studies. • Workshops, Field Visits and Guest Lectures Evidence of success The Degree with Honours programme commenced in the year 2014 with 219 students. In a span of few years the strength has scaled up to a total of 535 students. Thus enrolment has almost increased by nearly 60. The Symbiosis Centre for Liberal Arts which started with six courses in 2006 and has now increased to thirty six courses. The student enrolment has also increased to 610 students. Students not only from our college but also those from neighbouring college have been enthusiastically enrolling for the courses. It has been so successful that parent body was inspired to start a four-year degree programme in Liberal Arts by establishing new Institute viz. 'Symbiosis School for Liberal Arts' under the aegis of Symbiosis International University (SIU) Problems encountered and Resources required: Problems encountered In the age of specialization and a utilitarian attitude towards higher education it is a challenge to motivate students and parents to explore areas and fields of knowledge beyond their chosen fields. Resources required 1.Physical infrastructure 2.Qualified, versatile and dynamic faculty 3.Administrative and financial support Best Practices II Title of the Practice Internationalisation: International Initiatives Objectives of the Practice : International Initiatives have been encouraged at the Symbiosis College of Arts Commerce since its inception, as the dream of our founder director Dr. S.B. Mujumdar has been Vasudhaiva Kutumbakkam. With this mandate before us, we at Symbiosis believe that International Initiatives will give exposure to our faculty and students to look at education from a global perspective. The objectives of this practice are: • 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 help international students and faculty bring their own global experience to Symbiosis, while enjoying the many benefits that Symbiosis education has to offer. • 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

The Context : A globalised approach to education is the need of the hour with the advancement in the field of technology. The world has come much closer virtually creating a global village and Symbiosis, therefore, endeavours towards internationalisation of resources curriculum and collaborations. Since the college went in for autonomy from the academic year 2012 onwards. Autonomy gives us greater freedom in terms of designing curriculum from a global perspective, offering courses that appeal to foreign students, arrange for faculty and student exchange programs as also granting of credits.

The Practice: • The college welcomes international students from different countries. • The college has created an International Initiative Cell which organises programmes that promote inter-culturalism 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.

Highlights of the Best Practice: In the academic year 2019-20 a lot of encouragement was given not just to outbound programs but also to inbound programs. Following are the gist of activities during the year : Outbound Programs: • Seamless admission to MSC Kedge Business School (Bimal Kishore Sharma for MSC in International Business) • There was immense response for the second batch of ACCA Integrated programme leading to a degree of BCOM with specialization in Accounting Finance (The first batch had 90 students and this batch saw 131 students enrolled in the programme) • Students of TYBCOM worked on a joint research project on Information Literacy with their German counterparts of Hildesheim University, Germany on Information Literacy and worked together on topics of current relevance such as Fake news, data privacy and generational gaps Student Exchange programme Hildesheim University (4 students) Noopur Patil (SYBCOM), Sanyukta Shrotri (FYBA), Siddharth Keshan (SYBA) and Janhavi Rathod (FYBA). Inbound Programs • Melange under Make a Difference (MAD): A program to get to know the foreign students • Workshop conducted by African students and Afghani students to create awareness regarding their respective cultures

Evidence of Success:

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://symbiosiscollege.edu.in/assets/pdf/Best%20Practices.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Symbiosis College of Arts and Commerce strongly believes in blending the wisdom of traditional education, with a practical knowhow, utilizing contemporary global best practices in education. Our students are equipped with a firm theoretical foundation and relevant skill sets to put theories into practice. The academic autonomy has given us the freedom to include the most relevant, contemporary and enriching curriculum ensuring that our students have an edge over others in the outside world. We have tried to implement the concept of

Autonomy in letter and spirit. Symbiosis College of Arts and Commerce gives its students the advantage of belonging to both an internationally renowned institution and also to a multicultural, interdisciplinary, academic student community Symbiosis, has embraced the power of technology to help its students learn in ways never possible before. Self-paced learning, online assessments, continuous evaluation processes, eLearning modules, technology enabled e-classrooms, virtual library etc. make for an unparalleled learning experience. The college offers Contemporary and relevant syllabi, Continuous evaluation, Semester system, Credit system and allowing transfer of credits, and Wide choices of courses for specialization in Commerce, Humanities and Social Sciences. The College has adapted a learner-centered paradigm of education, has introduced Interdisciplinary and multi-disciplinary, industry-oriented, entrepreneurship, and skill-based courses, and is adopting new pedagogical techniques such as blended learning, flipped classroom and experiential learning. Technology has become an integral part of everyone's life, the Indian education landscape has been quick to adopt Information and Communications Technology (ICT). This Transformation is taking the teaching-learning process at universities and colleges to the next level. Today, technology-based tools are gaining prominence to impart education to students. Infact information technology is the enabler in learning Environment. Symbiosis college of arts and commerce encourages Technology Assisted learning environments. Informative Technology has been a major driver toward excellence in all spheres. The emphasis on the ICT has brought a change as to what education looks now. Our esteemed college too has incorporated ICT with students enjoying the use of e libraries, smart boards and various online forums only to name a few. ICT has been a boon for the purpose of continuity of education in the times of pandemic. The extensive time devoted to leaving no faculty behind in acquainting to new form of teaching methodology has made it possible to have seamless transition from classroom based teaching to online based teaching. This also helped to attain a coherent approach to examinations being conducted online through open book tests and time bound result declaration even in unnatural times. Symbiosis as a global village and therefore the motto of Symbiosis is Vasudhaiva Kutumbakkam, keeping that vision in mind, symbiosis college firmly believes in International Initiatives will give exposure to our faculty and students to look at education from a global perspective. It will expose them to international educational practices, methodology and pedagogy along with knowledge of varied courses. It will help international students and faculty to bring their own global experiences, to Symbiosis while enjoying the many benefits that Symbiosis Education has to offer. Autonomy gives us greater freedom in terms of designing curriculum from a global perspective, offering courses that appeal to foreign students, arrange for faculty and student exchange programs as also granting of credits. According to NEP 2019 "All higher education will happen in multidisciplinary institutions with teaching programmes across disciplines and fields to ensure optimized resources, integration across disciplines and vibrant, large education communities". The College since 2006 is offering Liberal Arts Education. It helps to develop a strong sense of social responsibility as well as strong and transferable intellectual and practical skills such as analytical, problem solving abilities, communication and the ability to apply knowledge in a real world setting. It is typically broad based and exposes students to social sciences, humanities, language and literature and performing arts. This broad knowledge prepares the student to deal with complexity, diversity and change. The hallmark of liberal arts education is small class sizes, close access to professors and intern opportunities. The interdisciplinary approach of liberal arts courses help students, see the real-world relevance of the various academic disciplines, their comparative strengths and weaknesses, their power and their blind spots. courses that appeal to foreign students, arrange for faculty and student exchange programs as also granting of credits. According to

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Provide the weblink of the institution

<https://symbiosiscollege.edu.in/assets/pdf/INSTITUTIONAL%20DISTINCTIVENESS.pdf>

8.Future Plans of Actions for Next Academic Year

The College planned following things for the academic year 2020-21

- 1.The college will initiate teaching through Smart Classrooms.
2. Installation of Digital Notice Boards on Each Floor.
3. To strengthen research through Minor Research Projects under RUSA and CPE
4. To revise the curriculum for Third year B.A. B.Com
5. To participate in Ek Bharat Shreshta Bharat Scheme of MHRD, Govt of India.
6. To promote research through publication of research papers
7. To use Google Classroom as Learning Management System for interaction between Teacher and Students.
8. To organise National and International Conference through Symbiosis Centre for Skill Development and Entrepreneurship Development Cell.
9. To Organise V.M. Dandekar Memorial Lecture Series By Dept of Economics and Banking
10. To organise various cultural festivals
11. To organise Symagine- Cultural Fest
12. To Organise TedX Talks by Entrepreneurship Development Cell.
13. To organise Intercollegiate Debate Competition Waxing Eloquent
14. To organise Intercollegiate Marathi Play Reading Competition Symbiosis Karandak
15. To strengthen research and teaching- learning environment through various the funding of RUSA 2.0 under Component 8 - 'Enhancing Quality and Excellence in Select Autonomous Colleges'.