



Yearly Status Report - 2018-2019

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			Mr. Anil Adagale		
Phone no/Alternate Phone no.			02025653903		
Mobile no.			9011927575		
Registered Email			anil.symbi@gmail.com		
Alternate Email			anil.adagale@symbiosiscollege.edu.in		
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)			https://symbiosiscollege.edu.in/AOAR2017-18.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-calendar-2018-19.pdf		
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	A	3.43	2011	27-Mar-2011	26-Mar-2016
3	A+	3.53	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
Train the Trainer workshop for IQAC Coordinator	29-Oct-2018 5	18
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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 U	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

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10. Number of IQAC meetings held during the year :

2

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

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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 201718, the members of the IQAC were actively involved in implementing the recommendations given by Peer Team for the third cycle of NAAC reaccreditation. 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 many reports like CPE and RUSA, 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. Preparation of the proposal for "Upgradation of Autonomous college to University status" under RUSA 2.0 Component 1. 6. Preparation of the proposal for "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
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 Third Year of B.A./ B.Com & M.Com (Accountancy)	The curriculum for the Third Year of B.A./ B.Com & M.Com was revised and implemented w.e.f. Academic Year -2018-19
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
Industrial Visits	Various industrial visits were planned and executed
To introduce the Choice Based Credit System at UG level	The Choice Based Credit System at First year of B.Com and B.A was implemented from academic year 2018-19.
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	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 initiate the process of starting new PG programme i.e. M.A. in Psychology Part 2	The curriculum for PG programme i.e. MA in Psychology Part 2 was approved by Board of Studies in Psychology and Academic Council The approved courses got implemented from 2018-19.
To prepare 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

Name of Statutory Body	Meeting Date
Internal Quality Assurance Cell	02-Jan-2020
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	2019
Date of Submission	30-Dec-2019
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)	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 inaid staff. It generates salary register, pay slip, yearly statement.

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	15/06/2018

		and Financial Systems, Entrepreneurship, Marketing Management, Accounting and Finan	
BA	BAOR	Economics, English and Psychology	15/06/2018
MCom	MCOR	Advanced Accounting and Taxation, Business Administration	15/06/2018
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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
BA	English	15/06/2018	The Study of Grammar Eng Spl 7 (67252A16)	15/06/2018
BA	Economics	15/06/2018	Indian Economic Environment : Concerns, Prospects and Policy Perspective (60141A16)	15/06/2018
BA	Psychology	15/06/2018	Research Methodology Psycho Spl 7 (67261A16)	15/06/2018
BCom	Costing	15/06/2018	Case Studies in Management Accounting - Costing (61312C16)	15/06/2018
BCom	Banking	15/06/2018	Financial System and Indian Banking (31246C16)	15/06/2018
BCom	Marketing Management	15/06/2018	Fundamentals of Marketing Management (31204C16)	15/06/2018
BCom	Accounting and Finance	15/06/2018	Advance Management Accounting - F5 (20604C18)	15/06/2018
BCom	Entrepreneurship	15/06/2018	Managing innovation and	15/06/2018

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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
MA	Psychology	15/06/2018
BCom	Accounting and Finance	15/06/2018

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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 CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Economics, English and Psychology	15/06/2018
BCom	Costing, Banking and Financial Systems, Entrepreneurship, Marketing Management, Accounting and Finan	15/06/2018

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
Financial Modelling	15/06/2018	17
Business Analytics	15/06/2018	19
Professional Retail Banking	15/06/2018	16
Digital Marketing	15/06/2018	32
Liberal Arts	15/06/2018	440
Skill Development	15/06/2018	176

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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
BA	Psychology	25
BCom	Costing (Honours)	71

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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 does have a formal mechanism to obtain feedback from as many stakeholders as possible regarding the curriculum. ? The Format of the feedback forms is developed after deliberation in staff meetings, Department meetings and Board of Studies meeting. ? A Google form was developed and forwarded mainly to the Students. ? The Feedback forms with reference to curriculum surveyed the opinion of students regarding the relevance and adequacy of the syllabus. ? It also tried to assess the learning values in terms of skills, concepts, knowledge, analytical abilities and broadening perspectives. ? This feedback form was analysed by the Internal Quality Assurance Cell (IQAC). ? The Feedback was then 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
MA	Psychology	40	118	40
MA	Economics	60	69	60
MA	English	60	95	60
MCom	Advanced Accounting and Taxation, Business Administration	120	228	120
BA	Economics, English and Psychology	120	1185	127
BCom	Costing, Banking and Financial Systems, Entrepreneurship, Marketing Management, Accounting and Finance	720	3908	764

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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	Number of fulltime teachers available in the institution	Number of teachers teaching both UG and PG courses

			teaching only UG courses	teaching only PG courses	
2018	2650	434	34	0	13

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
No Data Entered/Not Applicable !!!					
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)

- We appoint Class-Teachers for every class for UG and co-ordinators for PG. • Students mentoring System is in making process. • There is a Campus Counsellor appointed as well. • 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
3084	34	1:91

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	19

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
No Data Entered/Not Applicable !!!			
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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	BC0R	1 to 6	31/10/2018	18/12/2018
BA	BA0R	1 to 6	31/10/2018	18/12/2018
MCom	MC0R	1 to 4	20/12/2018	30/01/2019
MA	MA0R	1 to 4	20/12/2018	30/01/2019

BCom	BC0R	1 to 6	25/04/2019	15/06/2019
BA	BA0R	1 to 6	25/04/2019	15/06/2019
MCom	MC0R	1 to 4	25/04/2019	18/07/2019
MA	MA0R	1 to 4	25/04/2019	18/07/2019
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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
4	5210	0.076

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)

[The college has constituted a committee to define the Program Outcomes and Graduating Attributes and all the concerned Board of Studies will design the Program Specific Outcomes and Course Outcomes.](#)

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
BC0R	BCom	Costing, Banking and Financial Systems, Entrepreneurship, Marketing Management, Accounting and Finan	736	644	88.34
BA0R	BA	Economis, English and Psychology	106	95	90.48
MC0R	MCom	Accounting and Taxation, Business Administration	111	91	81.98
MA0R	MA	English	36	30	81.33
MA0R	MA	Economics	29	20	68.97
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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/SSS-Google-Feedback-Form-Analysis.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
No Data Entered/Not Applicable !!!				
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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
Interdisciplinary Projects	365	UGC-CPE	456000	75000
Minor Projects	730	RUSA	900000	0
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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
No Data Entered/Not Applicable !!!		
View File		

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
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!					
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
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Hindi	1
Business Administration	1
Accountancy	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	Economics	4	6.12
International	Business LAW	1	6.21
International	Psychology	1	5.75
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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
English	3
View File	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!						
View File						

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
No Data Entered/Not Applicable !!!						
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	0	0	0
Presented papers	8	0	0	0
Resource persons	3	0	0	8
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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)
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!				
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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
Road Safety Abhiyan	Pune Traffic Police, Shivajinagar Division, Pune	3	128
Tree plantation and Shramdan at Symbi Hill	Symbiosis College of Arts and Commerce, Pune	7	350
Run for Freedom	Symbiosis International University, Pune	2	54
Blood Donation Camp	Symbiosis Institute of Health Science, Pune	2	78
Swachha and Swastha Bharat Abhiyan	Symbiosis College of Arts and Commerce, Pune	3	220
Special Winter Camp at Survevadi, Tal. Mulshi	Symbiosis College of Arts and Commerce, Pune and Savitribai Phule University of Pune	3	100
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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
No Data Entered/Not Applicable !!!			
View File			

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
National Service Scheme	SPPU Pune, JDHE Pune, Symbiosis College of Arts and Commerce, Pune	Swachha and Swastha Bharat Abhiyan	5	220
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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
Student exchange	Advait Dravid Krishna Raj purohit Mannat Mahajan	Erasmus Plus	150
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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
No Data Entered/Not Applicable !!!					
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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
Kutztown University	10/08/2018	1)Integrated degree programs in Business, Psychology and English 2)Semester Exchange Programs 3)Summer programs 4)Short study abroad programs	0
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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
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24718000

29920595

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Campus Area	Existing
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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 patially)	Version	Year of automation
Koha	Fully	3.22.07.000	2015

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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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	01/10/2018
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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	222	2	22	199	199	38	37	22	0
Added	52	0	0	0	0	0	0	0	0
Total	274	2	22	199	199	38	37	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
NA	NA

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
2591607	1192932	3175209	1231699

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 is monitored through regular inspection. The following activities are undertaken by the estate office: • Housekeeping, cleanliness, pest control, mosquito control, landscaping and maintenance of lawns. • Preventive and corrective maintenance of 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 been 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 MSEDCL 14. Pest Control Sai Pest Control

<https://symbiosiscollege.edu.in/assets/pdf/MaintenancePolicy.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	2	11997
Financial Support from Other Sources			
a) National	Government of India Scholarship and Freeship	185	1039604
b) International	Not Applicable	0	0

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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	Date of implementation	Number of students	Agencies involved
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enhancement scheme		enrolled	
Language Lab	15/06/2018	120	Department of English
Remedial Coaching	15/06/2018	16	Department of Accountancy
Soft Skill Development - SCSD	15/06/2018	190	Symbiosis Skill Development Centre
Personal Counselling - MHAN	15/06/2018	40	Counselling Cell
Career Counselling	15/06/2018	212	Individual Teachers
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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
2018	Career Counselling	0	212	0	122
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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
0	0	0

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, Ernst and Young, Honeywell, Northern Trust, Deutsche Bank, Tresvista, Hudl, Wipro, ICICI Prudential, FRR Forex, and Teach for India	412	122		0	0
View File					

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
2018	37	MCOM	Advanced Accounting and Taxation, Business Administration	NOT AVAILABLE	NOT AVAILABLE
2018	298	BA BCOM	ENGLISH, ECONOMICS, PSYCHOLOGY, COSTING, BANKING, MARKETING MANAGEMENT, ENTREPRENEURSHIP, ACCOUNTING AND FINANCE.	NOT AVAILABLE	NOT AVAILABLE

[View File](#)

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	6
SET	1

[View File](#)

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

Activity	Level	Number of Participants
Lawn Tennis (Boys)	Inter Collegiate	9
Softball (Boys)	Inter Collegiate	129

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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

[View File](#)

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has a Student Council. The composition of Student Council is as follows a. Principal – Chairman b. One Lecturer, nominated by college Principal c. Teacher-in-charge of National Cadet Corps d. National Service Scheme Programme Officer e. One student from each class who has shown academic merit

in examination held in preceding year, is engaged in fulltime studies and is nominated by college Principal f. Director of Sports and Physical Education g. One student from each of the following activities, who has shown outstanding performance, nominated by the Principal, namely- i. Sports ii. National Service Scheme and Adult Education iii. National Cadet Corp iv. Cultural Activities v. SC/ST/OBC/NT/DT etc. vi. One lecturer nominated by Principal from category may preferably be a Student's Welfare Officer The Student Council members actively coordinate the co-curricular and extra-curricular activities of the college.

Our students are nominated as representative on IQAC, Anti-Ragging Cell, Prevention of Sexual Harassment Cell, Centre for Liberal Arts, Centre for Human excellence, NSS, Marathi Drama Circle, EVS etc.

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 :

01

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, Student Council, 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. In addition to the existing practices, the College, has taken the initiative in 2018-19 to set up The Teaching Learning Centre and the Research Cell, both 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 establishment 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	<p>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 2018-19, training for professional competence in international accounting and finance was offered through the integrating the programme of ACCA, UK with B.Com. The syllabi For TYBA and TYBCom was revised and curriculum for M.A. Part I 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.</p>
Teaching and Learning	<p>The TLRC was established to provide a platform to develop resources and capabilities of both students and teachers. The objective was to facilitate the faculty in adopting a pedagogy, learning and evaluation system, keeping in mind the changing needs and evolving technology. Training workshops were conducted for the use of Google Classroom. To meet the learning needs for specialist skills in business, the Business Analytics course was introduced for Post graduate students in collaboration with IMS -</p>

Pro School. 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 processteachers 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, INFLIBNET-N, KOHA-WEBOPAC, CMIE data base.

Examination and Evaluation

Quality improvement interventions introduced during the year included: 1. An Examination Manual giving a broad preview of the examination system, process and procedures. 2. 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. 3. For greater transparency, the procedure for revaluation of answer papers was modified. Students are now required to apply for a photocopy and then apply for revaluation if desired.

Research and Development

Teachers and students are encouraged to undertake research and development activities. The CSS was established and MRP were initiated under the auspices of the Research Cell established in 2018-19. 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. Principal Dr. Soman, Dr. Aarti Wani, Dr. Tessy Thadathil, Dr. Alpana Vaidya and Mrs. Neha Agashe

presented papers at international Conferences and Seminars in Italy, Washington DC, Portugal, Malaysia, Italy and Sri Lanka. 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 and won laurels in Research Paper writing and presentation competitions. Ms. Rachana Avadhani, (Dept of Accounting and Costing) Aakanksha Sharma, Shubham Jain, Deepali Bhoi, Shivam Bedi and Isha Saluja, Saloni Rastogi, Urja Jain Anya Jamwal, Priyal Kaseera, Rounak Reddy, Shayan Sen (Dept. of Business Practices). Similarly, at the Post graduate level, Biswaroop Sen, Neeraj Inamdar, Dhruval Goel and Shailee Chopra presented papers at reputable forums. Aditya Pillutla (M.Com) published his book 'The Crows Call in The Foxland Publications. 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

- Smart Boards in some 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

? 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.

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 Ernst Young Business Plan competition, Manthan, Business Idea Competition 'Vyapaar Vichaar' and Industrial Visits and Study tours create a vibrant environment. Interaction and collaboration is enhanced with campus recruitment drives by renowned companies such as Deloitte, EY, Teach for India, Honeywell, Deutsche Bank, Northern Trust, ICICI Prue life, FRR. A total of 102 students were placed until January, 2019 with a CTC ranging from Rs. 4.5 lakh to Rs. 2.2 lakh.

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. ? From the year 2018-19 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 FYBCom 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 post-graduate 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 netbanking 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
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
Administration	<p>The college has taken following initiatives for the staff:</p> <ul style="list-style-type: none"> • 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 college office has created Department Wise E-mail IDs to ease receipt and retrieval of e-mails.
Finance and Accounts	<p>The College makes use of software packages for accounts and finance purpose like Tally, TDS and Payroll software.</p> <ul style="list-style-type: none"> • 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.
Student Admission and Support	<p>The College has been the first undergraduate college to introduce an online admission process for the regular under-graduate and post-graduate 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:</p> <p>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</p>

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 netbanking facility and debit/credit cards.

Examination

In addition to E-governance practices implemented over the years the Examination Cell used E-Governance in 2018-19 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 from 2018-19. The end of semester exam of 100 marks(converted to 60 marks) is also computer based from 2018-19.
5. Examination schedules regarding form filling, timetables, assignment submission are displayed on website
6. E -learning component on website

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	OBSTACLE RACE COMPETITION HELD AT MAHARSHTRA MANDAL INTER BASKETBALL COMP HELD AT NICMAR	Nil	1500
2019	NEELOFAR RAINA	RESEARCH PAPER IN INTERDISCIPLINARY INTERNATIONAL RESEARCH ORG BY GARWARE COLLEGE	Nil	3000
2019	MARCELLE SAMUEL	RESEARCH PAPER IN INTERDISCIPLINARY INTERNATIONAL RESEARCH ORG BY GARWARE COLLEGE	Nil	3000
2019	SWATI CHINEY	RESEARCH PAPER IN INTERDISCIPLINARY INTERNATIONAL RESEARCH ORG BY GARWARE COLLEGE	Nil	3000
2018	NALINI SAPKAL	WORKSHOP ON PROHIBITION OF SEXUAL HARASSMENT - POSH ORGANISED BY MCCIA	Nil	3363
2018	SWATI CHINEY	WORKSHOP ON PROHIBITION OF SEXUAL HARASSMENT - POSH ORGANISED BY MCCIA	Nil	3363
2018	SHARAYU BHAKARE	EURASIAN DOCTORAL SUMMER ACADEMY	Nil	33886
2018	ANIRUDDHA SHARMA	DIR OF PHYSICAL EDUCATION CONFERENCE AND CAMP AT SANGAMNER NAGARPALIKA COLLEGE	Nil	2000
2018	TESSY THADATHIL	FACULTY DEVELOPMENT PROGRAMME AT SCHOOL OF MANAGEMENT STUDIES, HYDERABAD ON FINANCIAL MODELLING	Nil	5000

2018	ANIRUDDHA SHARMA	PAPER PRESENTATION PUBLISHING IN INTERNATIONAL CONFERENCE CUM WORKSHOP HELD IN UNIVERSITY OF MUMBAI	Nil	2500
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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)
2018	FDP - Academic writing publication in Scopus Journals		04/09/2018	04/09/2018	17	0
2019	FDP - Academic writing		01/03/2019	02/03/2019	15	0
2019	Excel data Sheets		22/03/2019	23/03/2019	19	0
2018	Digital Pedagogy		26/04/2019	29/04/2019	34	0
2018	Nil	Google Apps Training	30/12/2018	31/12/2018	0	21
2018	Nil	Financial Literacy workshop	12/09/2018	12/09/2018	0	14
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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
Workshop on Publication Ethics	1	11/01/2019	12/01/2019	02
Train the Trainer workshop	1	24/01/2019	25/01/2019	02
FDP On Research	2	05/06/2018	09/06/2018	05

approaches and methods

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

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 provides 25 concession in college fees of the wards of faculty who take admission in our college.• The college provides the facility of providing recommendations for procuring loans from Financial Institutions	<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 concession in college fees of the wards of staff who take admission in our college	<ul style="list-style-type: none">• The college provides Government Scholarships, Freeships, Fee Concessions and Instalment Facility for welfare of the students.• 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.

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 alongwith queries to the college. The college works on these queries and makes rectifications. • The Symbiosis Society conducts annual audit and sends its reports alongwith 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 alongwith 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	10000	BEST STUDENT AWARD
View File		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Peer Members	Yes	Academic and Administrative Committee
Administrative	Yes	External Peer Members	Yes	Academic and Administrative Committee

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)

<ul style="list-style-type: none"> • 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.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

<ul style="list-style-type: none"> • MA (Psychology), • Ph.D. Centre, • Integrated BCom with ACCA

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
2018	Train the Trainer Workshop for IQAC Coordinators	29/10/2018	29/10/2018	02/11/2018	17

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
Seminar on Personality Development with reference to Gender Sensitization in association with English department and Political science department, organised by Students Development Board	25/02/2019	25/02/2019	40	65

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	1
Provision for lift	Yes	1
Ramp/Rails	Yes	1
Scribes for examination	Yes	1

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
2018	1	1	03/08/2018	1	Eco Friendly Bag Making	Environmental Protection	100
2018	1	1	06/08/2018	1	Study tour	Papertalles	36

						handmade paper factory	
2018	1	1	06/08/2018	1	Workshop on Architectural Photography	Historical monuments Photography	11
2018	1	1	17/08/2018	1	Wildlife Biology Workshop	Bigwan Bird Sanctuary	10
2018	1	1	27/10/2018	1	Workshop	Sustainability Issues and Strategic Management	120
2019	1	1	06/02/2019	1	RBI archive Pune	Financial Literacy	15
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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
NA	01/04/2019	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Lecture by Dr. Shrish Limaye	03/08/2018	03/08/2018	500
Lecture by Dr. Shrish Limaye	10/09/2018	10/09/2018	90
Lecture by Swami Buddha Nanda	17/09/2018	17/09/2018	90
Lecture by Dr. Shrish Limaye	12/01/2019	12/01/2019	550
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Several good practices in energy management are in place on the college campus. 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 : The increasing connectivity, diversity, scale, and 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 todays 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 two years the strength has scaled up to a total of 431students.Thus enrolment has almost doubled. •The Symbiosis Centre for Liberal Arts which started with six courses in 2006. Since 2011-12, the number of courses has increased from 29 to 58. The student enrolment has also increased. 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 facultybring their own global experienceto 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 2018-19, 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: • New Memorandum of Understandings signed Kutztown University, USA Westchester University, USA • Memorandum of Understanding in progress Synergy International, Moscow • Seamless admission to MSC Kedge Business School (Vineet Agarwal for MSC in International Trade Logistics) • ACCA Integrated program was flagged off leading to a degree of BCOM with specialization in Accounting Finance (91 students enrolled) • Student Exchange programme Hildesheim University (3 students) • Inbound • Melange under Make a Difference (MAD): A program to get to know the foreign students • Workshop on Firefox, 08-Apr-20, 1:54 PM South Korean Culture, Conducted by students of South Korea • Workshop on African culture, Conducted by the students of Africa • Personality Development, Career Guidance, Communication skills workshop and village visit Panchgani - Natventure • Community Outreach programme, Bus Stop transformation.

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/BestPractices2018-19.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 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. 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.

Provide the weblink of the institution

<https://symbiosiscollege.edu.in/assets/pdf/InstitutionalDistinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

The College planned following things for the academic year 2019-20

- 1.The college desires to convert all classroom into Smart Classrooms by installing Digital Smartboards in all the Classrooms.
2. Installation of Digital Notice Boards on Each Floor.
3. To grant Minor Research Projects under RUSA and CPE
4. To revise the curriculum for Second 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 stage the Student Performance of Hayavadana by Dept. of English
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