

# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

## Part – A

### I. Details of the Institution

1.1 Name of the Institution

Symbiosis College of Arts and Commerce

1.2 Address Line 1

S. B. Road

Address Line 2

Pune-411004

City/Town

Pune

State

Maharashtra

Pin Code

411004

Institution e-mail address

symbiosiscollege@gmail.com

Contact Nos.

020-25653903

Name of the Head of the Institution:

Dr. Hrishikesh Mukund Soman

Tel. No. with STD Code:

020-25653903

Mobile:

+91 9371019988

Name of the IQAC Co-ordinator:

Dr.Neelofar Raina

Mobile:

919890822521

IQAC e-mail address:

contact@symbiosiscollege.edu.in

**1.3 NAAC Track ID (For ex. MHC0GN 18879)\_\_\_\_\_ *ID 8639*\_\_\_\_\_**

1.4 Website address:

www.symbiosiscollege.edu.in

Web-link of the AQAR:

www.symbiosiscollege.edu.in/A  
QAR201112.doc

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

### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	A	85.60	2004	2009
2	2 <sup>nd</sup> Cycle	A	3.43	2011	2016
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

01-7-2006

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

2011-12

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

- i. AQAR \_-\_\_\_\_\_ (DD/MM/YYYY)4
- ii. AQAR\_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR\_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR\_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

University of Pune

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

Autonomy by State/Central Govt. / University	NA		
University with Potential for Excellence	NA	UGC-CPE	NA
DST Star Scheme	NA	UGC-CE	NA
UGC-Special Assistance Programme	NA	DST-FIST	NA
UGC-Innovative PG programmes	NA	Any other ( <i>Specify</i> )	NA
UGC-COP Programmes	NA		

## 2. IQAC Composition and Activities

2.1 No. of Teachers	08
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	N.A
2.4 No. of Management representatives	N.A
2.5 No. of Alumni	N.A
2.6 No. of any other stakeholder and community representatives	N.A
2.7 No. of Employers/ Industrialists	N.A
2.8 No. of other External Experts	02
2.9 Total No. of members	12
2.10 No. of IQAC meetings held	03
2.11 No. of meetings with various stakeholders:	No. 17 Faculty 10

Non-Teaching Staff Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- River policy workshop
- Formation of Symbiosis Environment Association (SEA)
- UGC sponsored National Seminar on Inclusive Growth in India-Varied Dimensions and Challenges
- Interdisciplinary activity by the Department of Business Administration and Department of Economics
- Industry academia Exposure
- Imparting value based Education

## 2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Accomplishments
Teaching and Learning	<ul style="list-style-type: none"> <li>◆ Innovative Teaching Pedagogy</li> <li>● Training Programme on Tally, ERP 9</li> <li>● Visit to Financial Consulting Firms</li> <li>● Management Games</li> <li>● Business Plan competition</li> <li>● Elecomp competition</li> <li>● Quantitative Module</li> <li>● Workshop on Financial Planning and Careers in Banking and Finance</li> <li>● The Psychology Week</li> </ul>
Environment Awareness	<ul style="list-style-type: none"> <li>● Green Hill Project - Almost one thousand students of S.Y BA, B.Com and B.Sc of our college participated in the activities like tree plantation, vermiculture, cleaning, project against forest fire etc</li> <li>● Symbiosis Environment Association (SEA) environment group was formed consisting of enrolment of more than 500 members</li> </ul>
Activities Planned in NSS	<p>Ten activities were organized under National Service Scheme</p> <p>Tree Plantation Program was organized at Nehru Yuva Centre in collaboration with Pune Municipal Corporation.</p> <p>NSS students participated in Citizen's Maha Rally Save Hills – Save Pune on 26th Nov 2011</p>
To organize one day workshop on River policy	<p>River policy workshop held on 24<sup>th</sup> August 2011. The chief guest for the day was Mr Rajendra Singh the founder of Jal Biradari, a National Level Forum for River and Water policy.</p>

Symbiosis Centre for Human Excellence planned to organize Two Day Youth Convention	Symbiosis Centre for Human Excellence organized Two Day Youth Convention between 1 <sup>st</sup> and 2 <sup>nd</sup> Feb. 2011 on the theme “Self Transformation for Human Excellence” There were 311 students who participated in the programme.
B.Sc. section planned to organize workshop on Linux for the students.	Linux Installation Workshop for T.Y.B.Sc students was conducted
Department of Banking and Economics Planned to organize National Seminar.	UGC sponsored National Seminar on Inclusive Growth in India-Varied Dimensions and Challenges was organised by department of Economics and Banking.
Interdisciplinary activities were planned for the academic year.	Interdisciplinary activity was conducted on Human Resource Development by the Department of Business Administration and Department of Economics.  Workshop on Futures Derivatives and Options by Mr. Purav Shah Consultant, Bombay Stock Exchange was organised.
Department of Marketing planned to organize Exhibition and workshop on Research Methodology and Case studies in Marketing	Marketing Exhibition was conducted for F.Y.B.Com Marketing students “Step Towards Marketing”. There was a workshop on Research Methodology for T.Y.B.Com Marketing students by Dr. Madhura. P.  A Two hours’ workshop was organized on “Case studies in Marketing” by Dr.S.G.Bapat for T.Y.B.Com Marketing Students
Research Capabilities	Faculty members attended Forty Two national and international conferences.  Twenty Four Faculty members Presented Papers in national and international conferences.  Thirty Three papers were published in Various Journals.

	Twenty faculty members participated in Research Methodology workshop.
Placement Cell	Twelve companies namely Delloitte, Google, Earns& Young, Grand Thorten, Teach for India, C-Elt,Mile Stone, Metro Group of Companies, Hdfc Life, KPMG, Infosys and Reality premedia Services visited the campus, and 41 were placed.
International Initiatives	Six students from the US under the aegis of the Knowledge Exchange Institute (KEI) undertook various courses in Liberal Arts. Christie Jose, a student of TYBCom had availed of the OMG scholarship for a semester exchange program at York University, Canada.

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

2.15 Whether the AQAR was placed in statutory body      Yes      No

Management       Syndicate       Any other body

Provide the details of the action taken

N.A
-----



## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	01		01	
UG	03		01	
PG Diploma				
Advanced Diploma				
Diploma	01		01	
Certificate	35	05	40	
Others	02			*02
<b>Total</b>	42	05	43	02
Interdisciplinary	01			
Innovative				

##### \*Remedial Course and Foundation course

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

(ii) Pattern of programmes: (office)

Pattern	Number of programmes
Semester	01
Trimester	
Annual	03

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

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

*\*Please provide an analysis of the feedback in the Annexure*

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

The College follows Pune University Syllabus.

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

N.A

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others (Ad-Hoc)
34	13	14	1	4

2.2 No. of permanent faculty with Ph.D.

9

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	05	00	00	00	00	5	00	5	

2.4 No. of Guest and Visiting faculty and Temporary faculty

37  -

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	21	21	04
Presented papers	13	11	-
Resource Persons	02	01	02

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

- Technology enabled Teaching and Learning
- Quantitative Module
- Training Programmes and Workshops
- Exhibitions
- Industrial Visits
- Conducting surveys

2.7 Total No. of actual teaching days during this academic year

235

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

Double Valuation

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

34	-	-
----	---	---

2.10 Average percentage of attendance of students

75%
-----

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	*Total Pass %
B.A	78	13	47	19	1	80.7
B.COM	775	15	39	27	6	87.8
BSC	71	5.6	18.3	8.4	5.6	38
M Com	103	3	34.9	29.1	1.9	68.9

\*Total No. of Students passed against the no. of students appeared

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

- ♦ The IQAC contributes, monitors, evaluates the Teaching and Learning Processes through
- Smooth Conduct and Execution of Term End and Annual Examination
- Detailed Departmental Reports
- Detailed Feedback from Co-Curricular and Extra Curricular Associations.
- Performance Based Appraisal Forms

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	01
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-

Staff training conducted by the university	01
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	04
Others	04

2.14 Details of Administrative and Technical staff :

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Grant in Aid				
Administrative Staff	28	00	00	-
Technical Staff	15	02	00	-
Non-Grant				
Administrative Staff	12	NA	NA	NA
Technical Staff	03	NA	NA	NA

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Encouragement and Support by Academic Committee
- There is a Positive Environment in College for Research and Development
- Reimbursement of Registration Fees
- Approval of Travel Grant

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01		
Outlay in Rs. Lakhs		1,00,000		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	05	05	-
Non-Peer Review Journals	02	04	03
e-Journals	01	-	-
Conference proceedings	09	07	02

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

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	01	BCUD, University of Pune	1,00,000	1,00,000
Students research projects				

(other than compulsory by the University)				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		01			
Sponsoring agencies		02			

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

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

3.16 No. of patents received this year 

	Granted	
--	---------	--

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

Total	International	National	State	University	Dist	College
03	01	01		01		

3.18 No. of faculty from the Institution who are Ph. D. Guides 

02
----

  
and students registered under them 

03
----

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

N.A.
------

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

JRF 

--

      SRF 

--

      Project Fellows 

--

      Any other 

01
----

3.21 No. of students Participated in NSS events:

University level 

01
----

      State level 

02
----

  
National level 

-
---

      International level 

-
---

3.22 No. of students participated in NCC events:

University level 

-
---

      State level 

-
---

  
National level 

-
---

      International level 

-
---

3.23 No. of Awards won in NSS:

University level 

01
----

      State level 

02
----

  
National level 

-
---

      International level 

-
---

3.24 No. of Awards won in NCC:

University level 

-
---

      State level 

-
---

  
National level 

-
---

      International level 

-
---

### 3.25 No. of Extension activities organized

University forum	-	College forum	-		
NCC	-	NSS	10	Any other	03

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

- Symbiosis Environmental Association (SEA) Formation- Own environment group of the college formed in the academic year 2011-12. It has more than 500 members. It communicates with students about various activities that take place under Environment Awareness Course and also undertakes various initiatives in spreading awareness about environment.
- A state Level Workshop on River policy to create awareness amongst the citizens- Organised by the Department of Environmental Awareness Course and inaugurated by Magsaysay Awardee Sri Rajendra Singhji and many NGOs attended the programme and gave presentation on their respective work/activities.
- Green Hill Project: Almost a thousand students SYBA, B.com and B.Sc of the college participated in activities like tree plantation, vermiculture, project against forest fire, construction of bunds for water-shed etc. on Hanuman Tekdi i.e. Symbiosis Hill. This activity has been in process for more than 10 years.
- During Annual Prize Distribution 2011-12, two representatives of Green Hill Group (an NGO) Mr. Ravi Purandare and Mr. Chopade were felicitated for their guidance and support for Symbiosis Students
- Workshops organised in the areas like “Birds Nest Making” in association with Green Hills Group an NGO in Pune on 15<sup>th</sup> May 2011. 170 citizens and nature lovers attended the workshop.
- NSS members participated in tree plantation programme.
- NSS members actively participated in Citizens Maha Rally to Save Hills.
- NSS members participated in National Road Safety Programme and also took part in Rally to create awareness about voting rights.



## 4. Infrastructure and Learning Resources

### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1 Acre	-		1 Acre
Class rooms	22	-		22
Laboratories	04	01	Management	05
Seminar Halls	03			03
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	02			
Value of the equipment purchased during the year (Rs. in Lakhs)	216976			
Others	-			

### 4.2 Computerization of administration and library

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

### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8750	7500000*	59	9060	8809	7928176
Reference Books	19068		735	419116	19803	
e-Books*	--	--	--	--	--	--
Journals	28	88000*	2	129681	30	217681
e-Journals*	--	--	15	25025	15	25025
Digital Database	2	500000	2	323796	4	823796
CD & Video	235	1,00,000	40	10988	275	110988
Others (specify)	--	--	--	--	--	--

#### Notes:

Total Value of Existing collection is 75,00,000/- (Rupees Seventy Five Lacs), which is calculated approximately based on library Accounts records

Journals Number varies year from year, also it is not possible to calculated total journals value, as the old ones are disposed from time to time. Therefore the data provided in the "Existing Journals No. & Value" column is of the year 2010-11.

ICFAI e-journals we had subscribed only for one year i.e. 2011-12 and discontinued later

We are subscribing to various online databases. Hundreds of e-books and e-journals are the part of those databases. Hence, currently we do not have any e-books or e-journals.

#### 4.4 Technology up gradation (overall)

	Total Computers	In the Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	267	215	1mbps	-	-	28	24	-
Added								
Total	267	215	1mbps	-	-	28	24	-

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

WI-FI enabled Campus, technology enabled classrooms, e-library

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

i) ICT	2.54
ii) Campus Infrastructure and facilities	7.63
iii) Equipments	0.18
iv) Others	1.69
<b>Total :</b>	<b>12.04</b>

## Criterion – V

### 5. Student Support and Progression

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

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

Symbiosis Arts and Commerce College is one with a difference as it caters to both national and international students. The college imparts education and gives support services at various levels on a continuous basis. The college continuously strives to create an environment conducive for the growth of students.

The college does publish its updated **prospectus** every year with

- Detailed information on courses conducted (BA, B.Com. BSC., M.Com., Liberal Arts).
- Admission procedure and fee structure.
- General rules.
- Services and facilities provided by the Symbiosis Society.

The college publishes its **college magazine - 'Mosaic'** every year. It includes :

- Contributions by way of articles and poems by students
- List of faculty, their achievements, departmental reports and association reports.
- List of prize winners.
- Photographs of various activities.

The college website for disseminating information are:

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

These websites facilitate online admissions besides keeping students abreast of important dates for examination, fees, practical submissions, etc.

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

The Institutions Tracks the Progression through

- Term end and annual Examination
- Practical's ,Journal Submission and Viva
- Remedial Teaching

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2707	232	-	-

(b) No. of students outside the state

UG- 540,PG - 95 Total= 635

(c) No. of international students

UG-208, PG- 18, total= 226

Men

No	%
UG-145	UG-69.71
PG-12	PG-66.66

No	%
UG-63	UG-30.28
PG-6	PG-33.33

Women

Demand ratio 1:8

Dropout % Almost Nil

Last Year (2010-11)						This Year (2011-12)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2659	141	11	189	-	3000	2628	117	4	189	1	2939

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

N.A

No. of students beneficiaries

N.A

5.5 No. of students qualified in these examinations –N.A.

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

The Principal and Faculty members guide and do counselling of Students  
 Guest Lectures organized on: Career Planning, Career guidance, Resume Writing  
 Workshops held on: Case study Analysis, Group Discussion, Personal interview techniques

No. of students benefitted

900

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
12	176	41	-

5.8 Details of gender sensitization programmes

N.A

5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support -

	Number of students	Amount
Financial support from institution	01	5000
Financial support from government	94	423511
Financial support from other sources (KPMG)	23	394697
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_N.A.\_\_\_\_\_

## Criterion – VI

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

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

“Symbiosis will be the preferred destination for all who aspire to excel.”

“Our mission is to pursue knowledge through academic, co-curricular and extra-curricular activities and develop the learners’ personality with a strong value base.

We are committed to maintaining a balance between theory and practice. We endure to facilitate the learners to gain knowledge and experience enabling them to achieve meaningful individual development and the wellbeing of society at large.”

#### OBJECTIVES OF THE INSTITUTION

- To impart knowledge of various subjects to learners under Arts, Commerce and Computer Science Studies, to the under graduate programmes. And also through post graduate programmes in Commerce of University of Pune.
- To develop students as responsible citizens.
- To inculcate communication and study skills.
- To give awareness of environment and social ethos.
- To prepare our students to take up significant responsibilities in trade and commerce, industry and various professions

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

Yes

Admission Oriented MIS-online admissions

Office and administration is totally computerized

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

#### 6.3.1 Curriculum Development

The college is affiliated to University of Pune and it offers programmes in all the three faculties viz. Arts, Commerce and Computer Science. Additionally, the college offers a 3-Year Diploma in Liberal Arts. The range of programmes options offered by the college is given below:

- **Commerce Faculty:** Bachelor of Commerce(B.Com.), Master of Commerce (M.Com.)
- **Arts Faculty:** Bachelor of Arts (B.A.)
- **Science Faculty:** Bachelor of Computer Science , B.Sc. (Computer Science)
- **Liberal Arts:** Three Year Diploma Programme and Individual Certificate Courses

#### 6.3.2 Teaching and Learning

The College believes in adopting learner centric methods for imparting education. The teachers try to create an environment in the class room where learning goes far beyond the text books and the syllabus, and are conscious of the need to bridge the gap between theory and real world situations. With this in mind,the college offers a wide array of curricular, co-curricular and extra-curricular activities. The entire faculty of the college is dedicated, innovative and are continuously improving their teaching-learning pedagogy. Some highlights of the teaching-learning methodology are presented below:

- Use of Audio Visual Aids
- Class Presentations
- Class Discussions
- Industrial Visits
- Exhibitions
- Surveys
- Projects
- Case Studies
- Educational Trips
- Industrial Visits
- Guest Lectures
- Workshops
- Book Reviews



### 6.3.3 Examination and Evaluation

College is affiliated to the University of Pune, the college follows the evaluation pattern governed by the norms of the University. The University follows a system of term end exams and annual exams since 2004. The evaluation pattern is prescribed by the University separately for general and special papers. The evaluation method basically includes evaluation of theory papers and evaluation of practical's.

The evaluation methods are communicated to the students and other institutional members through the following channels:

- **Circulars:** University of Pune issues circulars at the beginning of each term about the kind of changes that are going to take place in the coming academic year. The same is communicated to the concerned departments and teachers. The relevant circulars are displayed on the college notice boards and the teachers also discuss the same in their classes.
- **Library Record:** These circulars are also maintained in the Library for ready reference.
- **College Website:** The college has up-graded the college website and all the information related to the Examination and Evaluation methods are displayed on the website.

The term end exams are conducted internally and the marks are displayed on the college notice boards. The results are then forwarded to the University. For the annual exam the regular process of the University is followed for communicating and distributing the mark sheets to the students.

Evaluation methods prescribed by the University of Pune are followed for the term-end, practical and final examinations. As practical's are also a part of the assessment process, the college has introduced innovative methods of evaluating practicals. This is based on journal writing and assessment of student skills in conducting surveys, participating in community activities, article reviews, Book reviews, Report Writing and Critical appreciation, class presentations and so on.

#### 6.3.4 Research and Development

The college consistently strives to provide a nurturing environment for students and teachers taking initiatives in research and extends full support to those already engaged in it.

The college acknowledges the unquestionable importance of research in the area of quality education. The Academic Committee of the college comprising of all the Heads of Departments of all streams and headed by the Principal are instrumental in fostering research climate.

**Following are some of the activities undertaken by the Committee:**

- The Committee is committed to encourage and build the spirit of research. Efforts are taken to motivate teachers to participate in research-based activities such as Ph.D, M.Phil, writing research papers and articles and organizing seminars and conferences.
- Various competitions and activities are planned for the students. Students are encouraged to participate in intercollegiate paper reading and writing competitions for which they are guided and assisted by the teachers.
- It is mandatory for the M.Com. students to prepare a dissertation or project report as part of the curriculum. The concerned subject teachers co-ordinate this activity, encouraging the postgraduate students to conduct research in various aspects of Commerce.
- Teachers are encouraged to attend seminars / conferences at various levels. The college proactively assists faculty engaged in research work.
- Teachers attend workshops on Research Methodology and innovative practices in teaching.
- All notices/circulars/pamphlets regarding local, national and international seminars and conferences are displayed on the Staff Notice Board.
- Duty Leave is granted and financial assistance is provided whenever possible.
- Special mention is made of teachers' achievements in the annual College magazine and in the presentation of the Annual Report at the Annual Prize Distribution Ceremony.

The college provides funds for organizing conferences and seminars and also to staff attending faculty development events held elsewhere.

**Highlights of Research and Development:**

Dr. Hrishikesh Soman presented a paper on Governance of Higher Education: Institutions Challenges and Opportunities in Mumbai, K.P.B Hinduja College.

Department of Economics and Banking Organized, hosted and participated in the UGC sponsored National Seminar on Inclusive Growth in India – Varied Dimensions and Challenges in co-ordination with MCCIA and NABARD

Dr. Sunayini Parchure Appointed on 'Reviewer Panel ' by Oxford University Press, India, New Delhi for Reviewing a Title In Economics- 2011-2012

Dr. Shirish Limaye Received Ideal Teacher Award instituted for Counselling and Mentoring by Higher Education Forum, Mumbai

Prof.Ketki Kher organised a Series of lectures on “Research Methodology” and statistics followed by practical sessions on Excel .

Prof.Aarti wani Co-editor of Studies in South Asian film and Media, Published by Intellect Books, Bristol, UK

Dr.Manjushree Sharma elected for a second time as a council member of the International Peace Research Association.

Dr.Alpana Vaidya Invited to Organize Symposium and Chair the session for the invited talk at the International Conference of Asian Association of Social Psychology held at Kunming China.

Prof.Ketki Kher Participated in the training workshop on “SPSS: Basic Statistical Applications”, organized by the Department of Psychology, Fergusson college, Pune.

Dr.Alpana Vaidya selected as a Member “Editorial Advisory Board” of the “International Journal of Research Studies in Education”. This is an Ulrich Publication

Twenty faculty members participated in Series of lectures on “Research Methodology” and statistics followed by practical sessions on Excel .

Dr.Sunayini Parchure Co-authored Research paper with Prof. Marcelle Samuel on ‘Distance Learning: A Tool for Inclusive Growth- A Case Study of Symbiosis Centre for Distance Learning’ with for the UGC Sponsored National Seminar – Dr. Dandekar Memorial Series IV - on ‘Inclusive Growth in India – Varied Dimensions and Challenges’ in co-ordination with MCCIA and NABARD on 17th and 18th February, 2012. The Paper was published in Conference Proceedings – ISBN 978-81-921046-0-7

Prof. Marcelle Samuel Co-authored Research Paper with Dr.Sunayini Parchure on ‘Literacy Rates and Human Development Index (HDI) in Maharashtra’ for the 94th Annual Conference of the Indian Economic Association – Session on ‘Regional Dimensions of Economic Development and their Policy Implications’ – 27th to 29th December, 2011. The Paper was published in The Indian Economic Journal, December, 2011(Refereed Journal) titled Issues on Economy of Maharashtra: Their Policy Implications- ISSN 0019-4662

Prof.Marcelle Samuel Co- authored a Research Paper with Prof.Sheena Mathews on ‘Student and Employee Health Care-A Case Study of Symbiosis’ with Mrs. Sheena Mathews for the International Conference on ‘Sustainable Innovations in Global Business Scenario’ organized by Department of Commerce (S.F.S) Madras Christian College (Autonomous) Chennai on 14th & 15th September, 2011. The paper was published in Conference Proceedings with ISBN 978-93-81006-15-3

Prof.Swati Chiney Research Paper titled ‘Sustainable Innovations in Global Business Scenario’ which was presented in the International conference organized by MCC was published in the conference proceedings with ISBN 978-93-81006-15-3 .

Dr.Alpana Vaidyas Paper was published in a peer reviewed journal “Indian Streams Journal”. ISRJ, May 2011, vol. I Issue 5.

Dr.Neelofar Rainas Research paper Titled “Policy Developments relating to deployment of Bank Credit in India” Post Reform Scenario, published in Kegees Research Journal of Social Science, with ISSN 0975-3621

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

#### **Academic activities**

For academic activities the following infrastructure is available:

- Well equipped classrooms
- Mobile trolleys on each floor to carry the OHP and LCD to all classrooms are available with trained peons to operate the equipment.
- Reading Hall, Audio-Visual (A.V.) Hall with internet connectivity, Multi channel television facility and C.D./ D.V.D. Player.
- A new Computer laboratory, an Electronics laboratory and a language laboratory.
- Wi-Fi Campus

#### **Co-curricular and Extra Curricular activities:**

For extra and co-curricular activities the following facilities are used regularly: The Audio Visual Hall is used for most of the activities while the following halls/auditoriums are also used on a shared basis with other Symbiosis institutions

- The Vishwabhavan Auditorium with seating capacity of 500, Conference room adjacent to Vishwabhavan with seating capacity of 50, hall at the Symbiosis Health Centre with seating capacity of 150, auditorium at Symbiosis Institute of Management Studies, Kirkee with seating capacity of 500, Auditorium of Symbiosis Law School with seating capacity of 150
- All the Halls are fully air-conditioned and well-equipped with facilities like LCD Projection, TV, VCR and DVD Players, Screens and generator back-up.

**Sports:**

- The college uses the facilities of the Symbiosis Spa for Table Tennis, Chess and Badminton Courts on a shared basis.
- The College has formal and informal contracts with other colleges for using their play-grounds, swimming pools, gymnasiums on a hire basis. The college uses the ILS Law College and B.M.C.C. for their football and cricket ground, Tilak Tank and S.P.College for their swimming Pools, Deccan Gymkhana for their Basket-ball court and Volley Ball Courts, University for Pune for Athletic events, St. Vincent High School for Soft Ball, PDMBA for Table Tennis and Badminton, and the Fergusson College ground for Foot Ball.
- The college has a fulltime, well qualified Physical Director and a well equipped office.

**Library:**

The library has an open access system so that users can actually reach and browse through the entire collection of books in the library. The college uses Libsuite Library management software which facilitates WEBOPAC. Checking and vigilance on entry and exit points of the library is done by Library Attendants. They ensure that users are not taking library material outside the library through unfair means.

The library provides computers to the users for accessing WEBOPAC (Online Catalogue), Subscribed databases (JSTOR, EBESCO), and e-journals (ICFAI, HBR & other) the library has a photocopying machine and reprographic service is provided.

### 6.3.6 Human Resource Management

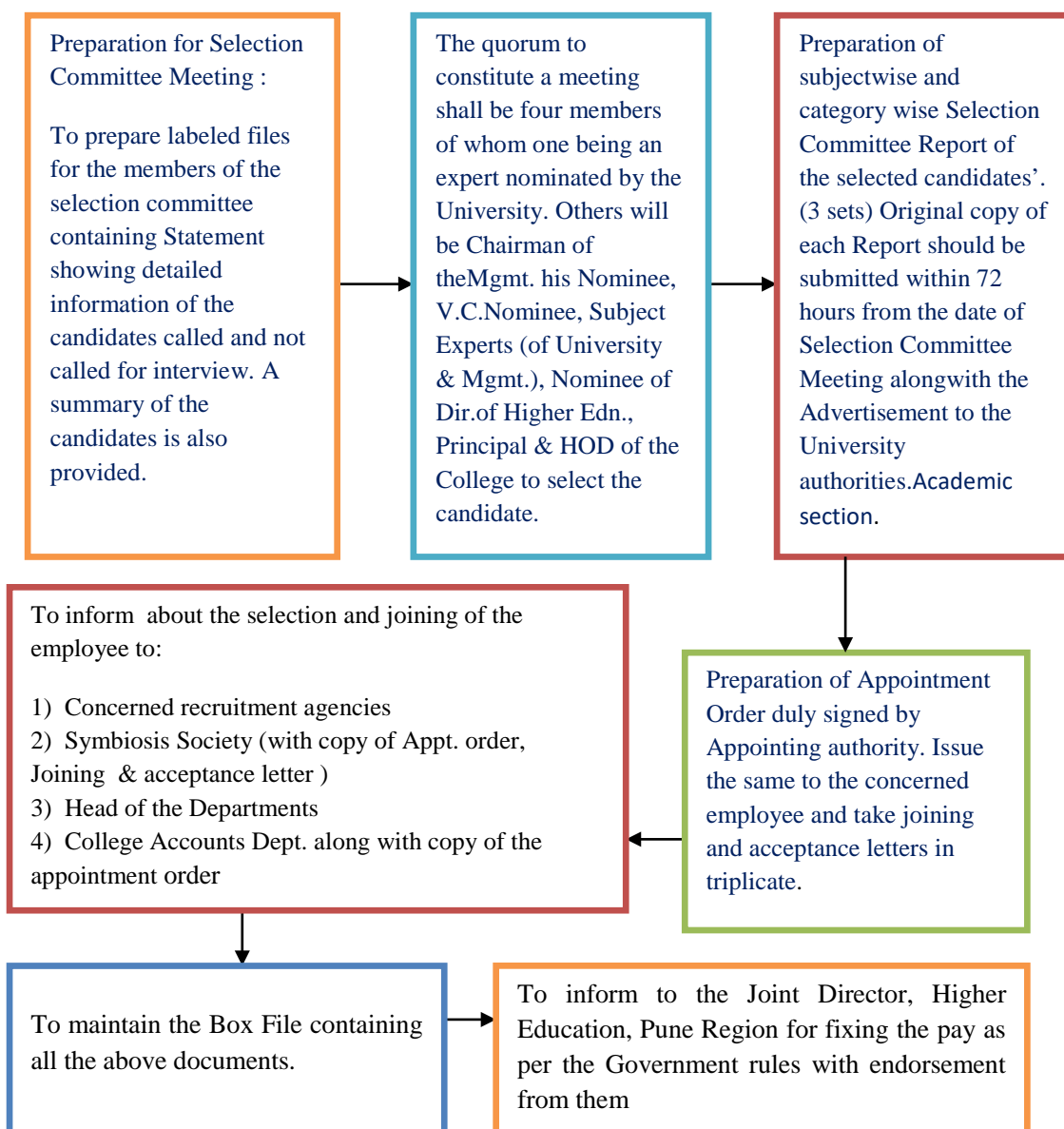
- Symbiosis management is committed to provide quality education to all who aspire for it. Therefore the college is always supported and provided with all the necessary resources. No academic activity is stalled for want of funds. From infrastructure to timely payment of salary to staff members, the management shows its commitment and involvement in making college run efficiently.
- Education delivery is entirely trusted to the teachers and the management gives total autonomy to experiment and to implement creative ideas. The students are also free to approach the Principal and teachers with their new ideas and normally all such plans are implemented.
- ‘Symbiosis’ was established for the welfare of the international students and proper attention is given to the needs of 305 international students. Orientation and cultural programmes are organized to help them acclimatize and bring them in the main stream of Indian students.
- The Principal and the management authorities are accessible to all who need to meet them. The Principal has adopted an ‘Open door policy’ and teachers, office staff and students are free to meet him any time.
- The Symbiosis Management interacts with faculty and staff frequently and keep abreast of all the developments of the College.
- The Principal meets most of the teaching staff on a daily basis and formal and informal communication channels are well nurtured. The Principal knows the strengths and preferences of individual teachers and even teachers are free to communicate their work preferences. Thus it happens very rarely that staff member are assigned duties they are not keen to do. The right match of ‘Job Requirement and Faculty skill and choice’ is always kept in mind.
- To conduct the college activities smoothly various committees have been formed. Some committees are of a statutory nature and some are initiated by the college. Some operate throughout the academic year while some are for specific purposes. Every teacher gets an opportunity to be part of at least one such committee. Notices are sent on a regular basis and staff meetings and committee meetings are held regularly.
- All administrative staff members have been given a diary and are expected to keep track of their work through it.
- As there is a positive rapport between the staff and the management, sharing information has never been a problem. Formal channels such as meetings, association and activity reports, and statistical reports provide the factual information required for decision making. Informal channels help create an understanding of the background realities and help decision makers to understand the factual data.

- Feedback from students is also taken at the conclusion of activities and the academic year. This feedback is extremely useful in making improvements in the programmes and college activities in the future.
- Appreciating openly the contribution of each and every staff member is the least one can do to boost the morale of the employee. The college always does that at every occasion without fail. The college felicitates the staff at various functions of the college like the annual prize distribution and at seminars.
- Each staff member gets an opportunity to participate in the decision making process of the college. Everyone at the Symbiosis College of Arts and Commerce is confident that one's opinion matters.
- Freedom is given to all the staff members in their day to day activities and this improves their motivation and efficiency.
- Encouragement to innovation and creativity also helps in improving the efficiency. Suggestions are accepted on the basis of their merit and not based on who has given them.
  - The day to day activities are conducted smoothly without any contradictions or clash of interests. As the Principal shows full confidence in the ability of the faculty members, they get encouragement and feel free to experiment. New and innovative ideas are encouraged in the college.

### 6.3.7 Faculty and Staff recruitment

The college is affiliated to the University of Pune and thus follows all the procedures and norms laid down by the U.G.C., the Maharashtra Government and the University of Pune.

#### Selection Procedure for Faculty





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

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

#### 6.3.8 Industry Interaction / Collaboration

The College is instrumental in building ‘multifaceted personalities’ – with stress on co-curricular and extra-curricular activities, combined with a strong academic base and industry exposure.

##### **Placement Cell:**

The Placement Cell of Symbiosis College of Arts and Commerce has excelled in placing students in reputed companies. Under the able guidance and leadership of Prof. Shubhada Tamhankar, and other committee members the students have enjoyed a variety of placement opportunities.

The Placement Cell is proud to state that 12 companies namely deloitte, Google, Earns & Young, Grand Thorten, Teach for India, C-Elit, Mile Stone, Metro Group of Companies, Hdfc Life, KPMG, Infosys and Reality premedia Services visited the campus, 176 candidates were selected for interviews and 41 were placed.

##### **International Initiatives:**

It has been the belief of Symbiosis Management that 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, courses, methodology and pedagogy along with knowledge of varied courses available and which can be pursued to become better students and facilitators. It will equally help international students and faculty to bring their own global experiences to Symbiosis while enjoying the many benefits that Symbiosis education has to offer.

In the academic year 2011-12 6 students from the US under the aegis of the Knowledge Education Initiative (KEI) undertook various courses in Liberal Arts like Hindi, Living Past, Cyber Law, Cutting Edge Communication etc. Some of them also interned with certain NGOs. Christie Jose, a student of TYBCom had availed of the OMG scholarship for a semester exchange program at York University, Canada. A student by the name of Roland Sebastien from Nantes, France is also pursuing his FYBCOM from Symbiosis under a student exchange program. The college is also in the process of tying up with a number of renowned colleges in the US and Europe for Masters programs in Management.

### 6.3.9 Admission of Students

The institute fortunately enjoys the academic reputation and brand name of Symbiosis and also the affiliation of the University of Pune. Given this background, publicising the institution is relatively simple. The college uses the print media and also electronic means to ensure widest possible publicity to the college and educational programmes offered.

There are various channels of publicizing the admission process that is Prospectus, Institutional Website, Advertisement in Regional and National Newspapers, Publicity through parent body of Symbiosis and the prospectus and brochures of Symbiosis Society.

- Students for the undergraduate and post graduate courses are selected purely on Merit Basis. Merit lists are put up periodically to match the number of seats laid down by the University of Pune.
- The College has also introduced an **online admission process** for the regular graduate programmes since the academic year 2007-2008. This college is the first undergraduate college to have initiated this process. The entire admission process beginning with the pre-merit forms to the declaration of merit list and also payment of fees is done online.
- For its Liberal Arts programme, the students are admitted through counselling, faculty presentations, public seminars and advertisements.

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

Since 2007 – 2008, the college has developed the **unique online admission** process which enables us to maintain 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) The merit list is also displayed on the college notice board.
- d) Special notices are displayed regarding the admission status and vacancies in the various categories.
- e) Any discrepancy or query regarding the admission or the merit list is brought to the notice of the Admission Committee and the grievances, if any, are resolved.
- f) The admission for foreign students, PIO / NRI, ICCR and SAARC are done through the International Student Cell of the University of Pune. The student approaches the college only when his admission is confirmed by the University and then completes the formalities of the admission process.
- g) All information regarding the admission status is readily available.
- h) No donation or capitation fees is accepted by the college for admissions.

6.4 Welfare schemes for

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

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

6.5 Total corpus fund generated

Creation and Maintenance of Corpus is done at Symbiosis Society Level

6.6 Whether annual financial audit has been done    Yes     No

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

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

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

For UG Programmes    Yes     No

For PG Programmes    Yes     No

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

- The University follows the Annual Pattern of Examination Being affiliated to the University of Pune, the college follows the evaluation pattern governed by the norms of the University.
- The University follows a system of term end exams and annual exams since 2004. The evaluation pattern is prescribed by the University separately for general and special papers. The evaluation method basically includes evaluation of theory papers and evaluation of

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

- University forwarded the Autonomy Proposal to UGC and nominated university representatives on UGC Panel for granting autonomy to our college.
- After being conferred with Academic autonomy university nominated its representatives on governing body, academic council and board of studies as per the UGC Guidelines

6.11 Activities and support from the Alumni Association

The Alumni Association of our College promotes the interest of the College by continuing the close relationship with its former students. Its membership includes all those upon whom the College has conferred a degree and those who indicate a desire to remain associated with the College.

The Alumni Association sponsors programs, including guest lectures, acting workshops and class reunions. Symbiosis encourages its alumnus to be active member of Alumni Association and stay in touch with their alma mater.

6.12 Activities and support from the Parent – Teacher Association

- Parents are invited for Annual Functions-where their Meritorious ward is Felicitated in academic and extra-curricular activities
- Parents of Slow Learners are provided all possible assistance
- There are occasional meeting with parents
- Issue of Discipline is resolved by consulting Parents

#### 6.13 Development programmes for support staff

- The College has a brilliant team of administrative Staff they have participated in training programmes to upgrade their skill and expertise.
- Three members of admin staff Mrs.Vaishalli Vaidya,Mrs.Jaya Surve and Mrs.Seema Purandare attended one day workshop on computer concepts Training held at modern college.
- The Symbiosis Society organises annual cultural fest, the administrative staff actively participated in door and outdoor activities.

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

An initiative for waste management system- Segregation of Wet and Dry Waste on the college campus and the eco-friendly ways of garbage disposal

### **Criterion – VII**

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

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

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

- ▶ Online Admissions
- ▶ Extensive Use of Technology and WIFI
- ▶ Innovative ways of Teaching
- Educational visits and Industrial visits
- Seminars and workshops
- Case studies
- National camps
- Exhibitions
- Audio visual aids
- Extension activities

- ♦ Industry academia Interface
- ♦ Digital Data Base

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

Activity	Action Taken
Seminars and workshops Conducted	<p>UGC sponsored National Seminar on Inclusive Growth in India-Variied Dimensions and Challenges was organised by department of Economics and Banking.</p> <p>Research Methodology workshop organised by department of Mathematics and Statistics.</p> <p>Workshop on Creative and Dialogue writing</p> <p>Twelve workshops organised by various Departments</p>
Environment awareness and NSS	Green Hill Project was finalised under which activities like tree plantation, vermiculture, cleaning and 10 extension activities by NSS.
Value Based Education	Youth Convention organised-Symbiosis Centre for Human Excellence(SCHE)-Report Attached <i>Annexure I</i>
Teaching ,learning and Evaluation	<p>Innovative activities organised by various departments</p> <p>Restructuring Curriculum</p> <p>Upgrading Digital Library</p> <p>Initiated Examination reforms</p>
Placement	12 companies visited our college and 41 students got placed
International Initiatives	<p>6 students from the US under the aegis of the Knowledge Education Initiative (KEI) undertook various courses in Liberal Arts</p> <p>Christie Jose, student of TYBCom had availed of the OMG scholarship for a semester exchange program at York</p>

	University, Canada.  Roland Sebastien from Nantes, France is also pursuing his FYBCOM from Symbiosis under a student exchange program.
Academic Excellence	The Academic rigour and excellence is reviewed by Academic committee, Academic Council and Governing Body

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

- Thrust on ICT
- Bent towards extension and environmental Awareness
- Inclusiveness in activities Organized

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- Participation in World Coastal Clean-up programme organised by Indian Maritime Foundation.

7.5 Whether environmental audit was conducted?    Yes     No

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

- Highlights of activities organized:**
- River policy workshop, the chief guest for the function was the water man himself Mr.Rajendra Singh the founder of jalbiradari .
  - Youth Convention organised on self transformation for Human excellence.
  - UGC sponsored national seminar on inclusive growth in India-varied dimensions and challenges
  - Organised a Series of lectures on “Research Methodology” and statistics followed by practical sessions on Excel in the first term of 2011-12.
  - College had forwarded the proposal for Academic autonomy to UGC.
- Challenges faced:**
- Rigidity in academic programme
  - Employability
  - Evaluation

## 8. Plans of institution for next year

- Preparing for Academic autonomy.
- Examination Reforms-Continuous evaluation (Semester system)
- Developing the Credit System
- Revamping and Restructuring Academic Programmes- Academic Freedom in framing syllabi
- Enhancing Research capacities and capabilities
- Strengthening International Initiatives

***Dr. Neelofar Raina***

*Coordinator, IQAC*

***Dr. Hrishikesh Soman***

*Chairperson, IQAC*

\*\*\*



## ***ANNEXURE-I(feedback Analysis)***

***Symbiosis College of arts and Commerce***

### **Symbiosis Center for Human Excellence**

Symbiosis Center for Human Excellence organized Two Day Youth Convention between 1<sup>st</sup> and 2<sup>nd</sup> Feb. 2011 on the theme “Self Transformation for Human Excellence” . There were 311 students who participated in the programme. All the participants received participation certificates.

The honorable invited speakers were

- Swami Bodhamayananda (Director, Centre for Human Excellence, Ramakrishna Math, Hyderabad),
- Mr. Venu Bhagwan (DIRECTOR – V BILD) and
- Mr. Sunil Chincholkar (Devotee of Samartha Ramadas)

The following topics were covered in the youth convention :

1. Human Excellence,
2. Process of Self Transformation,
3. Doctrine of Karma,
4. Right Activity and Right Decision,
5. Positive Thinking and Self Mastery,
6. Path to Perfection through Prayers,
7. Self Transformation through Social Transformation,
8. Guided Meditation and Secret of Concentration.

The following feedback received from the students, speaks volumes about the success of this youth convention.

- *“It has inspired me deeply to contribute something towards the society as a human being”*
- *“After listening to the lectures, I can feel the change that came into me and now I have understood the importance of meditation. I will always be a positive thinker onwards and will try to help poor and mentally challenged people.”*
- *“I will transform myself first and think with brain, feel from heart and work for betterment of underprivileged with hands. I will pursue to become enlighten citizen..”*
- *“I decided to teach a child who is working in tea stall who was only of 8 years and not going to school because of poor family background.”*
- *“I really got inspired and enlightened from this seminar and I really think that it will help me to be a great person.”*

## **ANALYSIS OF FEEDBACK**

Questionnaire was given to all the student participants. Out of their responses, 150 responses were found to be complete in all respects. The analysis is based on the answers given by these respondents.

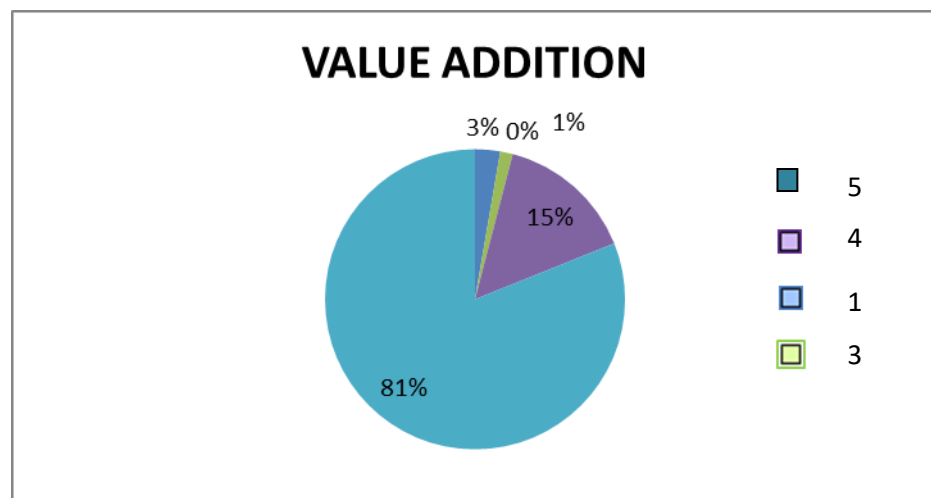
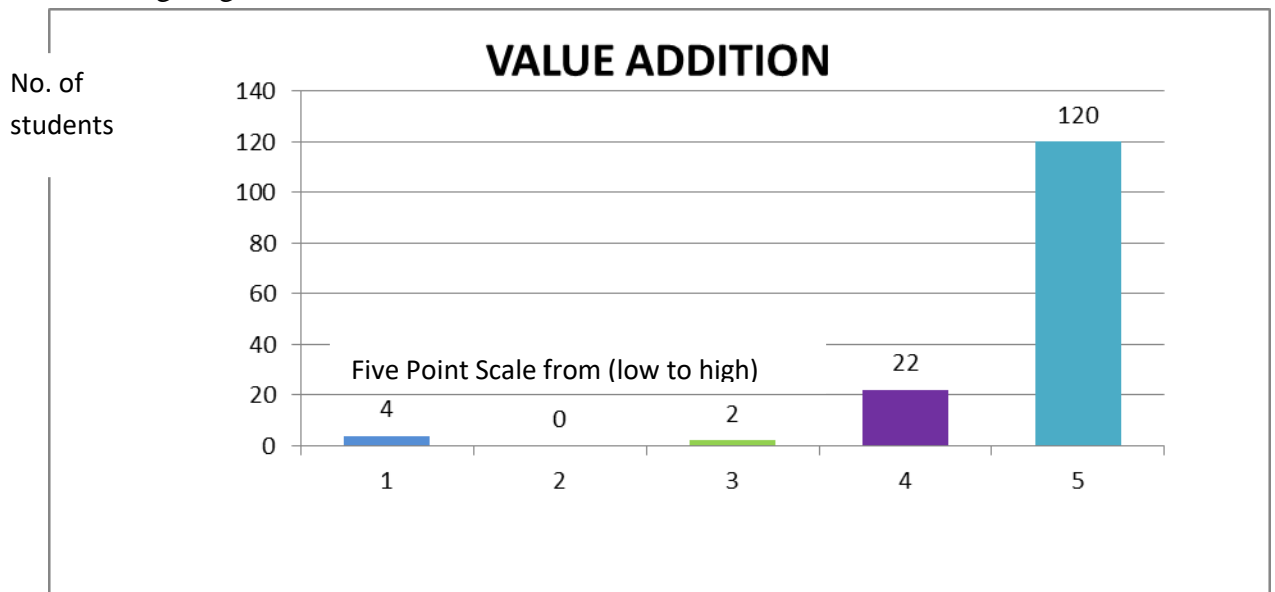
The specimen of feedback form is given below :

**Feed back sheet : Please tick the number 1 (Low) to 5 (high) as per your opinion**

<b>Feed back</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
Value addition					
Organization of the programme					
Food arrangements					
Which session did you like the most ?					
After listening to the lectures, tell us what transformation has taken place in your personality ?					
Your suggestions for improvement					
Would you like to join Symbiosis Centre for Human Excellence ? Yes/No					
Your name	Division		Cell Number		

## ANALYSIS AND INTERPRETATION

**1. Value addition:** In order to understand whether the students feel that they have really gained from the proceedings of this convention, the students were asked to rate value education on five point scale. The rating given by students has been presented in the following diagram.

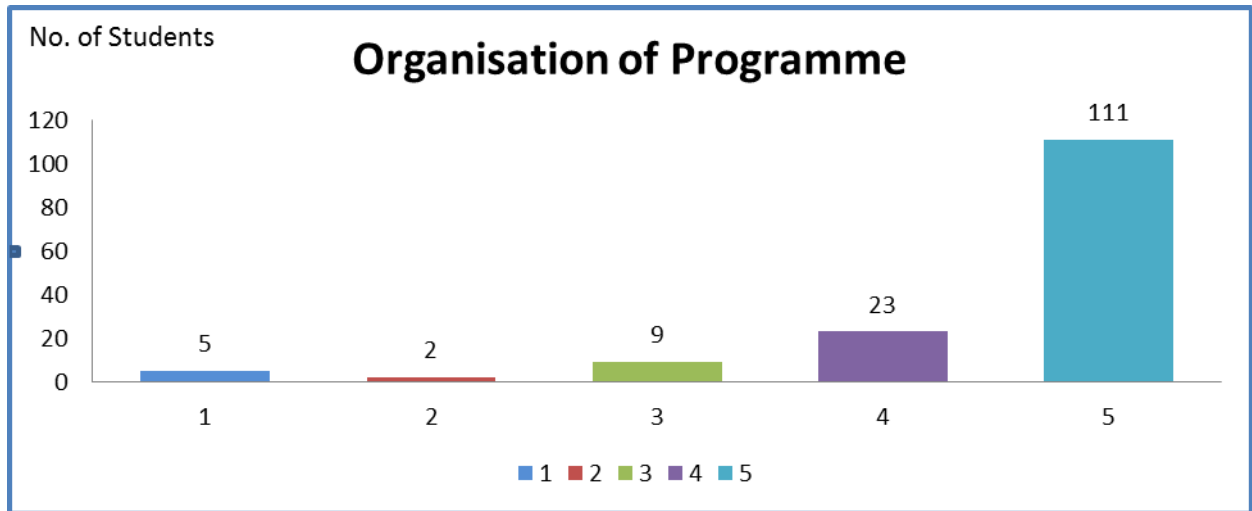


Five Point Rating scale(Low to high)

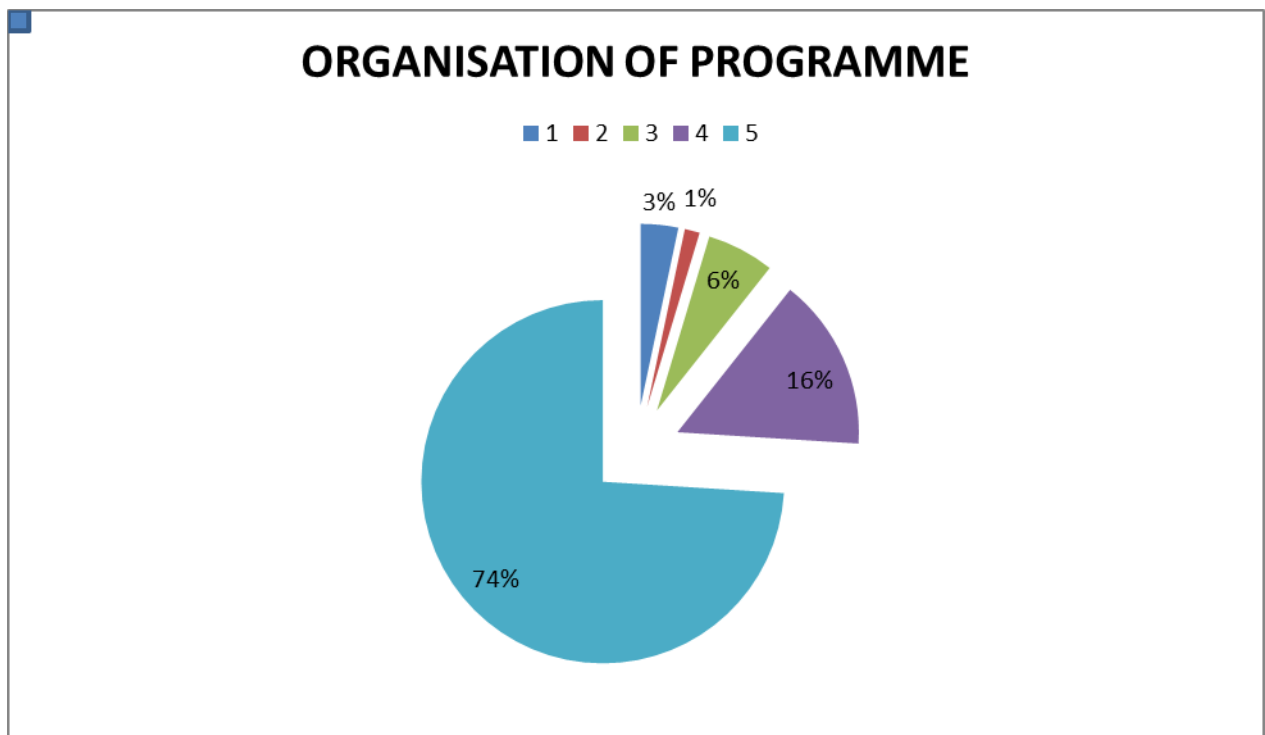
Maximum students i.e. 120 students (80%) out of 150 gave maximum rating for value addition. 22 students (15%) gave 4<sup>th</sup> rating which is next to maximum. Remaining 4 students (3%) and 2 students (1%) gave 1<sup>st</sup> and 3<sup>rd</sup> rating respectively.

This presentation shows that majority students have gained from the programme. The objective of Value addition has been achieved.

**2. Organization of Programme:** Organizers wanted to know students' views on programme organization and arrangement. For this purpose, we have collected student's opinion on a five point rating scale. The rating given by students could be observed from following bar chart.



Five Point Rating scale(Low to high)

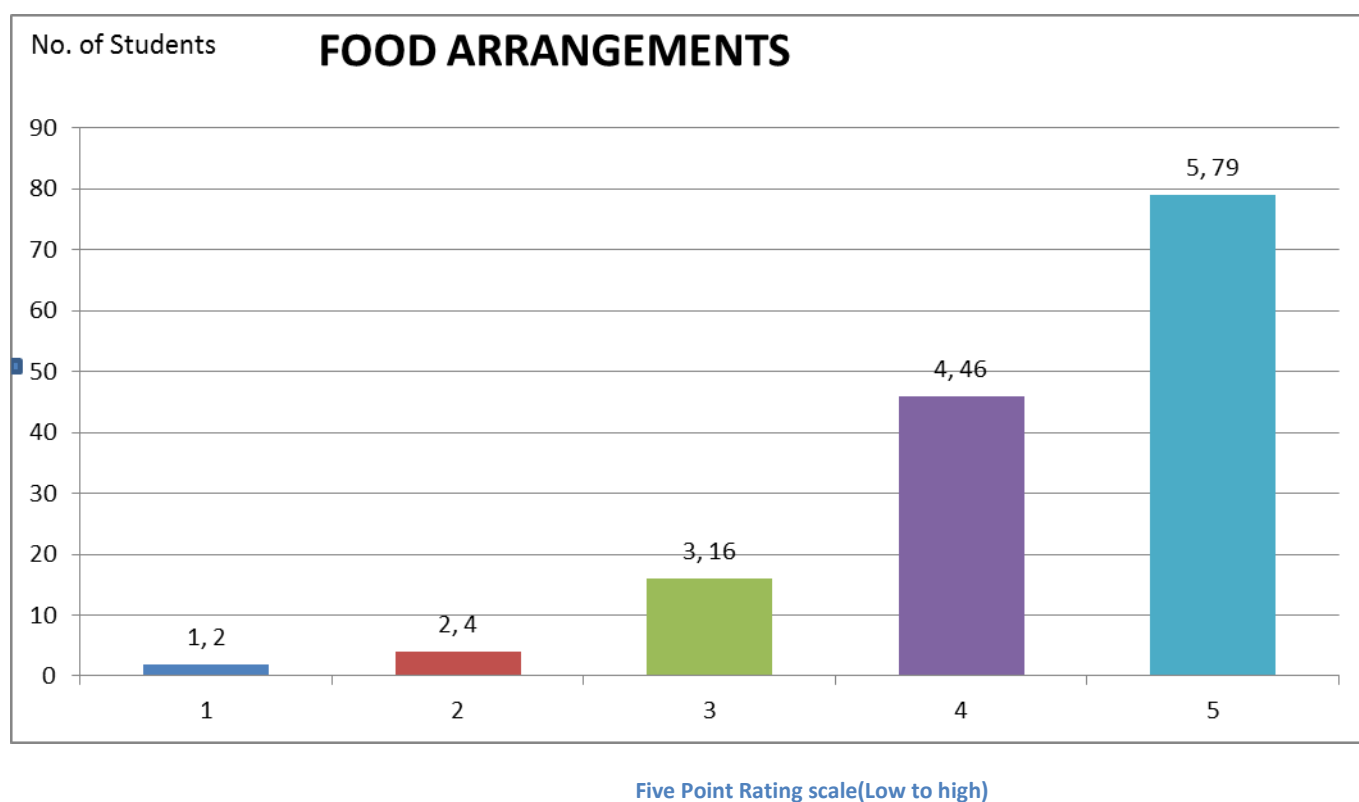


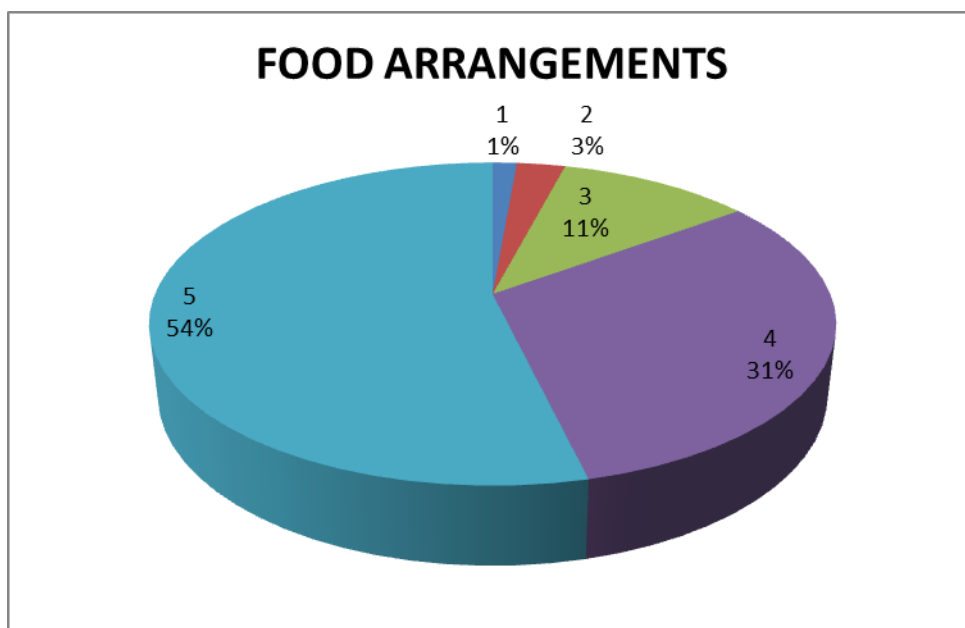
Five Point Rating scale(Low to high)

It shows, out of 150 students 111 students (74%) have given maximum 5 point rating. Fourth rating is given by next 23 students(16%). Remaining 5 students(3%), 2 students(1%) and 9 students(6%) have given ranking 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> respectively.

This significantly shows that majority students are satisfied with programme organization.

**3.Food Arrangements:** For the two days programme tea, breakfast and lunch arrangements were done. It was to be seen whether the students were satisfied with these arrangement. Students gave their opinion on 5 point rating scale, which could be observed from the bar graph.





Five Point Rating scale(Low to high)

Out of 150 students 79 students(54%) gave maximum rating i.e. 5. Fourth rating is given by 46 students(31%). Further, 2 students(1%), 4 students(2%) and 16 students(11%) gave 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> ranking respectively.

As majority students (i.e. 85%) have given 4<sup>th</sup> and 5<sup>th</sup> ranking we can conclude here that food arrangements were excellent.

#### 4. Which session students liked the most?

We had invited versatile speakers like Swami Bodhmayanand, Mr. Venubhagwan and Mr. Sunil Chincholkar from different fields to grace the occasion. Topics like ‘Guided Meditation and Secrete of Concentration’, ‘Self Transformation through Social Transformation’ and ‘Path to Perfection through Prayers’ were covered by Swami Bodhmayanand. Mr. Venubhagwan covered topics such as ‘Right Activity Right Decision’ and ‘Process of Self Transformation’. Mr. Sunil Chincholkar contributed on the topics ‘Doctrine of Karma’ and ‘Positive Thinking and Self Mastery’.

In order to collect the opinion of employees about the different sessions of the speakers above question was asked. We received response from 150 students. Majority students said that Swami Bodhmayanand’s session was excellent. Guidance given by Mr. Venu Bhagwan was also appreciated by significant number of students. Mr. Sunil Chincholkars sessions were also among the best sessions.

#### 5. What transformation has taken place?

As we wanted to know the impact of different sessions on students, we had asked this question. One hundred and fifty students answered the question. It showed that majority students

experienced transformation. And it helped them to understand their inner potentials. It made their outlook border, and also helped them to think positively. Following are few responses.

- *“I have become more responsible. We were just blunt blades before but after the sessions have turned sharp. I know what is right for me now. “*
- *“It is a huge transformation. A very positive thought triggering process.”*
- *“Generated awareness about things happening around us. It enlightened my unburned candle which will spread light. I will be able to meet your expectations.”*
- *“I won’t be behind entertainments that gives single minute satisfaction but I will be chasing long lasting happiness.”*
- *“I have become more composed and calm. I had the potential but I didn't know how to channelize that, now everything is clear.”*
- *“Big transformation. I will now think twice before wasting food, money. Something. I will never consider myself as nothing because God don’t create garbage.”*
- *“Motivated and ignited to do something for less fortunate.”*
- *“I am going to take competition and failure in a positive way.”*
- *” I have started loving myself and started thinking that god has gifted us beautiful life and we must value it.”*
- *“I have learnt of not being selfish and now decided to serve and help others generously.*
- *“I have got immense amount of self confidence now.”*
- *“I came to know about vision of my life- serving to poor and needy”*
- *“ I have understood the importance of meditation. I will always be a positive thinker now onwards and will try to help poor and mentally challenged people.”*
- *“Three important things we learned-(3H's) Head to think, Heart to feel, hand to work .”*
- *“learned to give more and ask for less.”*
- *“Time management is life management.”*
- *“Vast transformation has taken place in my personality. “*

- *“After awareness about trafficking, I am going to take an initiative to help the backward and deprived people.”*
- *“These enlightening sessions have awakened our thought process.”*
- *It has made me understand my inner self. Its better to being human than to exist as just human.”*
- *“I will start meditating from today onwards and will take efforts for my health.”*
- *“Till now I was just spending my life but now I feel will be living life.”*
- *“We were made aware of all evil practices and realities of life. This has changed our outlook towards life.”*
- *“Now I am more focused “*
- *“Mesmerizing and different experience. it will make me better indian and better human being.”*
- *“Speeches, videos and meditation were good. It made sessions interesting.”*
- *“It has helped me to come out of negativity and now I only say I will do it and nothing is impossible.”*
- *“I m started believing in myself. It will lead to success. And learned to be satisfied and patience.”*
- *“Awesome.”*
- *“Dramatic change.”*
- *“Shook my mind completely and ignited fire in me to contribute to society.”*
- *“Before listening this lecture I thought I had many problems and now after this I think my problems are nothing in front of what problems others are facing.”*

## **6. What are your suggestions for improvements?**

We had invited suggestions from students for the two days activities. One Hundred and fifty students responded. Majority Students feel that the programs was just perfect and therefore no suggestions from there side. Few other of view that it should be arranged more frequently. Following are some of the views-

- *“It was just perfect.”*



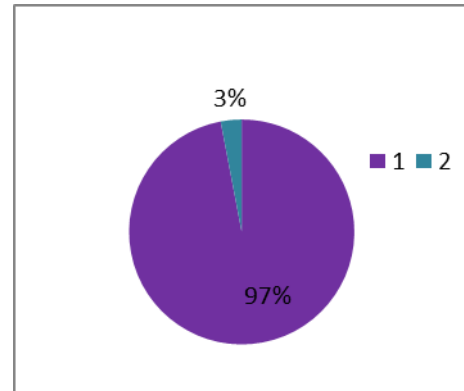
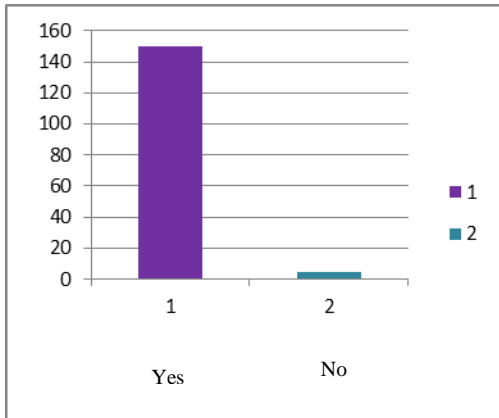
- *“It was very good. I do not have words for any improvement. It was just possible just because of Limaye Sir.”*
- *“It should be organized more frequently especially every semester.”*
- *“No suggestions.”*
- *“The lecture should be taken on large scale . “*
- *“We should organize more of such sessions on a massive scale so that we can cover up more students and enlighten and aspire them to become good humans.”*
- *“Everything went excellent.”*
- *“Already a good seminar.”*
- *“Please put such effective efforts in different other programs.”*
- *“No improvement required because we have the best people to preach us. “*
- *“More seminars to improve human beings.”*
- *“NGO's should be introduced in the seminars so that students can join them.”*
- *“Please arrange some management seminar useful for corporate world.”*

#### **7. Would you like to join ‘Centre for Human Excellence’?**

We had asked this question to 150 students. And majority students (I e 97%) responded with ‘Yes’ answer. That showed that majority students are interested in joining the ‘Centre for Human Excellence’. And we can conclude that they enjoyed sessions and liked the centre’s activities.

#### **STUDENT’S INTEREST IN JOINING THE ‘CENTRE FOR HUMAN EXCELLENCE’**

(No. of students)



#### 8. Organisers and list of participants

This programme was organized by the Symbiosis Centre for Human Excellence. Many of the faculty members such as Dr. Shirish Limaye, Dr. Narendra Parchure, Mrs. Monica Kulkarni, Mrs. Sarika Wagh, Mr. Santosh Kumbharmarwadi, Mrs. Shubhada Tamhankar, Mrs. Swati Chiney and Mrs. Tessy Thadathil Principal Dr. Hrishikesh Soman and Vice Principal Dr. Sunayini Parchure whole heartedly supported this programme. Mr. Narayan Dange, Mrs. Aarti Thakur, Mr. Narke, Mrs. Ritika, Mr. Nazir, Mr. Nitin and Miss. Neeraja gave administrative support. Mr. Jadhav, Mr. Londhe, Mr. Sourabh Bhide, Mr. Shrikant Kulkarni and all other peons also helped in making this programme a success.