



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	<b>K. J. SOMAIYA COLLEGE OF SCIENCE AND COMMERCE</b>
• Name of the Head of the institution	<b>Dr. Pradnya Prabhu</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone No. of the Principal	<b>02221020718</b>
• Alternate phone No.	<b>02221020718</b>
• Mobile No. (Principal)	<b>9820009267</b>
• Registered e-mail ID (Principal)	<b>principal.kjssc@somaiya.edu</b>
• Address	<b>K. J. Somaiya College of Science and Commerce, Vidyanagar, Vidyavihar, Mumbai - 400077</b>
• City/Town	<b>Vidyavihar</b>
• State/UT	<b>Maharashtra</b>
• Pin Code	<b>400077</b>
<b>2.Institutional status</b>	
• Autonomous Status (Provide the date of conferment of Autonomy)	<b>04/10/2012</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Urban</b>

• Financial Status	UGC 2f and 12(B)				
• Name of the IQAC Co-ordinator/Director	Dr. Lolly Jain				
• Phone No.	02221020615				
• Mobile No:	9819914206				
• IQAC e-mail ID	iqac.kjssc2003@somaiya.edu				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/SSR+2022-23/AQAR+2020-2021+PDF.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/SSR+2022-23/AQAR+2020-2021+PDF.pdf</a>				
<b>4.Was the Academic Calendar prepared for that year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/Event+planner/event+planner+21++(1).pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/Event+planner/event+planner+21++(1).pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.21	2010	04/09/2010	03/09/2015
Cycle 3	A	3.24	2016	25/05/2016	25/05/2023
<b>6.Date of Establishment of IQAC</b>	10/09/2003				
<b>7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?</b>					

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Institution	Autonomy	UGC	31/03/2018	2000000
Institution	College with Potential for Excellence	UGC	26/06/2017	15000000
Department	DBT Star scheme	DBT	17/06/2014	6900000
Department	DBT Star scheme	DBT	26/02/2018	10400000
Institution	FIST	DST	15/02/2012	9000000

**8. Provide details regarding the composition of the IQAC:**

<ul style="list-style-type: none"> <li>Upload the latest notification regarding the composition of the IQAC by the HEI</li> </ul>	<a href="#">View File</a>	
<b>9.No. of IQAC meetings held during the year</b>	<b>03</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?</li> </ul>	<b>Nil</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Did IQAC receive funding from any funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		

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

Prime Minister Narendra Modi during the Maan Ki Baat Program on 27th February 2022, appreciated the work done by NSS at Kalyan Railway Station headed by NSS Coordinator Mr. Amit More. Memento of appreciation from University of Mumbai for NSS activities at the

hands of Prof. Dr. Suhas Pednekar, Vice-Chancellor, University of Mumbai. 2.star certificate by Innovation cell, Ministry of Education, Govt., of India. Performer" band under the category "General (Non-technical)" in Atal Ranking of Institutions on Innovation Achievement (ARIIA) 2021, a flagship program of the Ministry of Education, Government of India. National Educational Excellence Award. CEGR 16th Rashtriya Shiksha Gaurav Puraskar.

**12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:**

Plan of Action	Achievements/Outcomes
I : Curricular Aspects: Value Added Courses to be developed	Three Value Added Courses were developed
II : Teaching-Learning and Evaluation	Session on E-content development. Online Workshop on "How to take and compile Online Attendance". Online sessions on Word, Excel and Powerpoint, and MS-Teams. A workshop on MOODLE. Introductory session on Microteaching and basic teaching skills.
III : Research, Innovations and Extension Promotion of Research amongst faculties and Students	Seed Money Rs. 24600/-. One Ph.D. awarded and 01 Patent filed. Ph.D. admissions=34 and M.Sc. by Research= 02. Research publications= 12 from Science and 02 from Commerce faculty. One chapter each contributed by faculty from Science and Commerce. Four MoUs were renewed. Paper/poster presented/ Paper published in conference proceedings: 04 from Commerce, 06 from Science. Three activities by NCC and 42 activities by NSS.
IV : Infrastructure and Learning Resources: Studio, Recording Room for e-content development	Library Orientation programme on 12 th August, 2021.
V : Student Support and Progression Workshop / coursefor	Twelve Webinars conducted for capacity development and six

<p>resume writing, LinkedIn profile, e-portfolio to be organized</p>	<p>department Fests were organized. Eleven events by Cultural committee. Five activities by student council. Career related activities and guidance=21. Seventeen students passed competitive exams. Six students placed and 5 selected as trainee.</p>
<p>VI : Governance, Leadership and Management 1) Professional Development program for non teaching workshop on work ethics. 2) Welfare schemes for teaching and non-teaching</p>	<p>Three Induction Programmes / Parents Meets were organized as a regular feature. Three welfare schemes for teaching and non-teaching. Three professional development programmes were organized for teaching staff. Four activities by IQAC for Non-Teaching. Orientation programme-02 Refresher course-03 Short-term course-01 FDP-04</p>
<p>VII : Institutional Values and Best Practices</p>	<p>Twelve commemorative day events were organized. Webinar on Code of Conduct and Mangroves - Mumbai Coast Sentries. Four events on Gender sensitization/Equity/ Women development.</p>
<p><b>13. Was the AQAR placed before the statutory body?</b></p>	<p><b>Yes</b></p>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
<p>Name of the statutory body</p>	<p>Date of meeting(s)</p>
<p>Governing body</p>	<p>16/09/2021</p>
<p><b>14. Was the institutional data submitted to AISHE ?</b></p>	<p><b>Yes</b></p>
<ul style="list-style-type: none"> <li>Year</li> </ul>	

Year	Date of Submission
2020-2021	17/03/2022

### 15. Multidisciplinary / interdisciplinary

#### Multidisciplinary/Interdisciplinary courses

For students to understand modern business trends, where multitasking is the norm, interdisciplinary knowledge is essential. Interdisciplinary expertise helps to develop bridges between academic institutions, various disciplines and research institutes. It helps students to learn and become innovative. The creation of "Tinkering Labs" in higher education institutions is another goal in teaching interdisciplinary subjects to undergraduate students.

College offers various electives at undergraduate and post graduate level. Certificate courses like Biophysics, Biostatistics, Field Biology, Ecotourism management, Cyber laws etc are offered to the students which are interdisciplinary and multidisciplinary. College offers various Skill Enhancement Course (SEC) at TY level. The college has introduced sports as a part of UG curriculum in which students are given 9 different options to select. General Electives are introduced at TY level which are multidisciplinary courses offered to all UG students.

Students are encouraged to undertake interdisciplinary projects which are conducted jointly by various departments. Students are also encouraged to enroll for various multidisciplinary courses at SWAYAM/NPTEL/COURSERA portal.

### 16. Academic bank of credits (ABC):

The University Grants Commission developed the Academic Bank of Credits, a digital, virtual, and online entity that provides academic services. Through a formal system of credit recognition, credit accumulation, credit transfer, and credit redemption, the credits' objective is to make it easier for students to become the holders of their academic accounts, opening the way for seamless student mobility between or within degree-granting HEIs. This promotes flexible and distributed learning.

According to National Education Policy 2020, Academic Bank of Credits (ABC) is a national facility to support flexible curriculum framework and provide academic mobility of students with appropriate credit transfer mechanisms to choose their own learning path to earn a degree, diploma, PG-diploma, etc., working on the principle of

multiple entry-multiple exit as well as any-time, any-place, and any-level of learning.

College has completed the process of registration on National Academic Depository (NAD) portal. The students will be encouraged to register on the NAD portal.

### **17.Skill development:**

The driving elements behind a nation's growth and economic development are knowledge and skill. College offers various skill enhancement courses like Techniques in Food Microbiology, Immobilization, Business in Chemistry, Entrepreneurship, SPNF, Statistical analysis using C and R programming, Field Geology, Tally etc. Project based Entrepreneurship Development course is offered to TY B .Com. students. Enhancing language ability and communication skills is prioritized through carefully tailored courses. Language Laboratory helps the students to enhance their language skills. There are 119 courses where different skill sets are inculcated in students. Mulya Pravaha offers various value education programmes to students. Number of co curricular and extracurricular activities foster the development of soft skills and leadership skills among the students. Various workshops, conferences and seminars are organized by the college for the students .

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

With the advent of science and technology, the global knowledge economy has undergone fast change, which has had a significant impact on society. To provide students a sense of identification, belonging, and appreciation for various cultures and identities, it is necessary to foster cultural awareness. Taking this into consideration, K J Somaiya College of Science and Commerce, has offered a one credit course on Indian Cultural Heritage. This course is conducted by "Dharma Study Center" of Somaiya Vidyavihar. This one credit course includes mythology, yoga, visit to heritage sites and meditation. Various Indian festivals and commemorative days are celebrated in the college with enthusiasm. Vedic Mathematics was taught to school children by our students.

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

Outcome-Based Education (OBE): It is a student-centric teaching and learning methodology ,in which the course delivery, assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance i.e. outcomes at different levels.

**Rationale:** As per requirement of NAAC, implementing OBE in a well structured manner is mandatory and this is done with the help of PO's, PEO's, CLOs, Academic diary etc. The framing of an LOCF document by each department is also a step in this direction.

**Progress:** The process of OBE implementation was initiated in 2020-21 with a four day workshop for the faculty on OBE, which was then implemented in the teaching learning process in 2021-22.

Constructive alignment approach was used in designing and implementing curriculum in the year 2021-22. The LOCF task force was formed to guide the departments from 2020-21. CLO attainment was practiced by direct method from the even sem of 19-20.

All faculty members were completely involved in designing and implementation of the OBE. The Academic dean and COE monitor the working and functioning of OBE in teaching, learning and evaluation by the faculty members.

#### **20.Distance education/online education:**

ICT-based online teaching learning and evaluation.

1) E-learning: Wherever applicable, faculty members adopt a blended approach of learning and evaluation. Teachers use ICT-based tools to upload academic resources, share the material to supplement remedial coaching and conduct career-related online sessions in the form of Webinars .

2) Complete online admissions: College has been carrying out online admissions since three years, which helped the learners to incorporate technology in the initial stages of their academic career.

3) ICT-based online formative assessment: College conducted online internal exams for the students using the software developed by OFFEE.

4) Active centre status by NPTEL-SWAYAM: College could motivate students to enroll for various MOOCs on SWAYAM portal to gain knowledge and upgrade their technical skills.

5) Faculty upgradation: Faculty members are consistently informed and encouraged to participate in different Webinars, online Workshops, Seminars and Conferences for upgradation of subject knowledge and ICT-based teaching-learning tools.



## Extended Profile

<b>1.Programme</b>	
1.1	<b>40</b>
Number of programmes offered during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>2.Student</b>	
2.1	<b>3137</b>
Total number of students during the year:	
File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>
2.2	<b>1417</b>
Number of outgoing / final year students during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.3	<b>1531</b>
Number of students who appeared for the examinations conducted by the institution during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	<b>528</b>
Number of courses in all programmes during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2	122
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.3	91
Number of sanctioned posts for the year:	
<b>4.Institution</b>	
4.1	581
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	28
Total number of Classrooms and Seminar halls	
4.3	215
Total number of computers on campus for academic purposes	
4.4	170.37
Total expenditure, excluding salary, during the year (INR in Lakhs):	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curriculum Design and Development</b>	
1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.	
<p>K J Somaiya College of Science and Commerce imparts the quality education to equip the students with knowledge and skills of their chosen vocation and provides opportunities for their holistic development.</p> <p>Curriculum design and development play significant role in the higher education and it proves decisive in steering other elements of quality. Curriculum is tailored to ensure that students possess</p>	

necessary domain knowledge, abilities, and attitudes.

In our institute, curriculum is designed using a well-structured methodology. It is developed taking into consideration current events, societal development goals, input by various stockholders and is in accordance with the UGC model. During restructuring, new trends and recent advancements in the subject are constantly included into the curriculum. The contents are prepared by respective departments, ensuring its relevance to modern times.

Individual skill building, environmental awareness, developing human values, adherence to professional ethics, and gender-related concerns are all effectively incorporated into the curriculum.

The societal obligation is accomplished through providing assistance to the rural masses in and around the Institution by participating in Rural Outreach Extension activities and earning credits to complete the programme.

Hands-on-training / Internship implementations benefit from industry-academic collaboration.

The COs are aligned with PSOs, ensuring that the programme objectives are met.

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://kjssc.somaiya.edu.in/en/programme/bsc/biochemistry">https://kjssc.somaiya.edu.in/en/programme/bsc/biochemistry</a>

### 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

15

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development

**offered by the Institution during the year**

47

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.2 - Academic Flexibility****1.2.1 - Number of new courses introduced across all programmes offered during the year**

44

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System**

22

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

## 1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human

Values, Environment and Sustainability, and Human Values into the curriculum

K. J Somaiya College of Science and Commerce is committed to the holistic development of every student. The Curriculum offered by most of the departments emphasizes Gender, Human Values, Environmental Sustainability and professional ethics.

Various courses offered in different programs sensitize the students in environmental issues and sustainability, create skills for better understanding of environmental crisis, They also create a platform to hone their skills in professional ethics intertwined with human values.

Apart from academic courses, variety of programs and add on courses are implemented with an aim to provide soft skills, technical skills, life skills and encourage entrepreneurship amongst the students. Co-curricular activities such as NCC, and NSS reinforce human qualities of honesty, integrity, discipline, empathy and respect for the other. The departmental festivals inculcate a sense of responsibility in the students. They learn to work together in collaborative teams.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

20

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.3.3 - Number of students enrolled in the courses under 1.3.2 above

211

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.3.4 - Number of students undertaking field work/projects/ internships / student projects**

**150**

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4 - Feedback System**

**1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni**

**A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/3.Student%2C+alumni+%2C+employer+and+faculty++feedback+report_removed.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/3.Student%2C+alumni+%2C+employer+and+faculty++feedback+report_removed.pdf</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - The feedback system of the Institution comprises the following**

**A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/3.Feedback+report+on+student+satisfaction+index_removed.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/3.Feedback+report+on+student+satisfaction+index_removed.pdf</a>
Any additional information	<a href="#">View File</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment of Students

##### 2.1.1.1 - Number of students admitted (year-wise) during the year

916

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

787

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The college adopted a screening strategy for the second-and third year students to assess their level of knowledge acquired at the previous academic year. During the online and offline lectures, the teachers used questioning skills to differentiate advanced and slow learners. Various formative assessment techniques were used to assess students levels of understanding at a preliminary level. The Internal assessments conducted gave a good indication of the types of learners. Considering the importance of the execution of a

program for both types of learners without labeling them, the college encouraged all students to participate in organizing cultural events, enroll in student councils, and other co-curricular activities. Wherever applicable Remedial coaching was imparted to the slow learners. The advanced learners were motivated and mentored to opt for MOOCs offered by NPTEL, SWAYAM, Coursera, etc. Students were trained for various national-level competitive examinations like NET, SET, JAM, GATE. Students were motivated to participate in local, national and international conferences and present posters/papers. Students participated in departmental festivals, group discussions, debates, workshops focusing on soft skills development and interview skills which enhanced their problem-solving abilities and critical thinking

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Induction+Program+at++College+level.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Induction+Program+at++College+level.pdf</a>

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
25/04/2022	3137	122

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

At undergraduate and post-graduate levels the Courses offered have well-defined learning objectives and outcomes which are learner-centric. It helps students in self-evaluating their performance after completion of the course. Feedback of the course and teachers, given by students at the end of each semester allowed us to address the shortcomings. Teachers used Flipped classroom pedagogy to expand the domain of learning where resources were made available for the students. The use of ICT tools enhanced the independent thinking of



students. Students published the papers in reputed journals under Scopus, on the research work done during the internship. Internal assessment involved PowerPoint presentation, research paper review, survey, report writing, which enhanced their confidence, developed writing skills, and inculcated research interest. Various extra-curricular and co-curricular activities including department fests were organized for students to develop leadership skills and inculcate teamwork. Guest lectures by eminent personalities from the industries and renowned institutes were organized to familiarize the students with the recent trends in their disciplines. Students participated in various extension activities under NSS, NCC, and DLLE. Representatives of the students on committees like the CDC, Board of Studies, IQAC involved them in the decision-making process and inculcating a sense of responsibility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Students+contribution+in++commemorative+days.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Students+contribution+in++commemorative+days.pdf</a>

### 2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The college motivated faculties for E-content development, use of ICT tools in online and offline teaching learning processes along with the use of LMS like Moodle, Google classroom, MS teams. The teaching was made interactive with the use of online apps like Mentimeter, Kahoot, Quizlet, Word clouds etc. Teachers used innovative online methods to conduct formative assessments during regular lectures. The College library subscribed to the N-list program of INFLIBNET. Access was also provided to JSTOR through N-List. Remote access to e-publications was available for N- LIST. To encourage participation in MOOCs, several measures were taken, such as advertising selective courses (as per syllabi), providing active support to students through mentors. Teachers created their own YouTube videos which are available for the students.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/ICT-tools+used+by+faculties+2021-2022.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/ICT-tools+used+by+faculties+2021-2022.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors

122

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Departments design academic calendar and timetables before the beginning of the term. The principal, the academic Dean, IQAC Coordinator, Controller of examinations, Heads of the departments, committee conveners were involved in planning the academic calendar. The term plan of the year, holidays, Examination dates, dates of submission of question papers, declaration of results dates, the admission dates, induction for new students, the commencement of the lectures, and practical, tentative dates of BOS meetings, Academic council meetings, and regular HOD/faculty meetings, academic audits, departmental festivals, extension activities, field trips and excursions, parent's meetings, placement drives, guest lectures were added to the academic calendar. The courses and the timetable for the new academic year were given to the faculty members at the end of the previous academic year. The online Academic diary was monitored regularly by the Heads of the Departments and the Dean of Academics to ensure that teachers strictly adhere to the schedule of the lesson plan. Preparing course materials in advance and sharing them through Google classroom, facilitated student-centric flipped and blended learning in classrooms.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

122

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

61

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

12.13

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

**2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year****24.73**

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year****236**

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

At the beginning of the academic year the COE in consultation with the Principal scheduled the examinations for the entire academic year. Internal Assessment: The College followed the 60: 40 pattern of evaluation; internal and semester end summative examination, respectively. For undergraduates, 40 marks comprised of 25 marks objective test and 15 marks assignment. For postgraduates it was 20 marks test and 20 marks for assignment. Assignment was in the form of case studies, power point presentation, poster presentation, review of research paper, participation in online and offline workshops /seminars and writing reports etc. The tests were conducted online and offline using Google classroom, Moodle, Edmodo or the software by the service provider, OFFEE. Various processes related to online examinations and evaluations were automated. The questions were framed as per Bloom's Taxonomy, wherein each question was mapped to the appropriate course outcome of the respective course. The CLO attainments were calculated for all courses and

mapped with POs. Unfair means: If the candidate was caught using any unfair means (like recurrent minimizing of the screens, faulty alignment of the Camera etc.) appropriate actions as per online examination rules were taken. Offline examinations were also conducted for final year students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Process+Software+Manual.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Process+Software+Manual.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

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

The PEOs were derived to achieve the vision and mission of the college and were aligned with the inputs from the stakeholders like parents, alumni, employers etc. PLOs were designed for the programmes offered, based on the skills and the competencies that the students should be able to articulate or utilize after completing the degree programme. These are very well aligned with the Graduate Attributes defined by UGC. CLOs for individual courses were designed based on the knowledge that student is expected to gain, and the ability to apply at the end of a particular course. PLOs and CLOs were based on the six levels of revised Bloom's Taxonomy. The derived PEOs, PLOs and CLOs were approved by the Board of Studies and passed in the Academic Council meeting. CLOs were mapped with the PLOs using the various levels as high, medium and low as per the degree of mapping. The PEOs, PLOs and CLOs were disseminated through college website to all the stakeholders. Faculty members communicated the objectives and the course outcomes to the students at the beginning of every semester. It helped the students to concentrate on the specified objectives and work towards achieving them.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/OBE+Manual.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/OBE+Manual.pdf</a>

### 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The mapping of PLOs with CLOs made it possible to explore how the students are achieving the Programme Learning Outcomes at Course level. The effectiveness of this correlation was validated by a systematic process of collecting and evaluating data on PLOs and CLOs and calculating the attainment of these outcomes. Evaluation of attainment of PLOs and CLOs was calculated as follows: 1. Weightage percentage of contribution of each course in attainment of each PLO was calculated. 2. CLO attainment by using direct assessment method was done based on the performance of the students in the End Semester Examination and Practical examinations. 3. If a student scored 60% or above marks in a question it is considered that he has understood that unit considerably and has attained the corresponding CLOs. The average of all CLOs was then calculated for semester end and practical examinations. Finally, the combined attainment percentage was calculated for the entire course. 4. The creation of a question bank has been initiated by all the faculty members. The tagging of the questions is as per Bloom's taxonomy and their difficulty levels. The blueprint of question papers for each course is being designed in alignment with the Bloom's taxonomy.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/OBE+Manual.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/OBE+Manual.pdf</a>

### 2.6.3 - Pass Percentage of students

#### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1417

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Annual+report+by+Examination+Cell.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Annual+report+by+Examination+Cell.pdf</a>

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink**

<https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/SSI+Feedback+Report+2021-2022.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The college has framed the Research Policy which assists in promoting the quality research in the college. The policy is uploaded on the college website. The specific roles and functions of the research monitoring/promotion committee are well defined.

The college has 05 research laboratories and Central Instrumentation Laboratory with high end instruments like GC, HPLC, HPTLC, IR and UV-VIS spectrophotometer, Flame photometer etc

The college library has subscribed to Online Journals (e-Resources) of N-List, J-gate iWeb of Science.

Workshops are conducted every year for PG students to enable them to avail the above e-resources and other library facilities.

The college regularly organises various programmes related to research areas like Plagiarism, Intellectual Property Rights, Proposal writing for funding, strengthening and understanding of research journals, critical reading of research paper, lecture

series , Learn from Stalwarts gives the opportunity to students to interact with the personalities from various research institutes.

The college encourages the students and teachers to participate in various national and international conferences, seminars, workshops etc and supports them by bearing registration charges for the same. The college has done budget provision for the Seed money to the faculty members to motivate them to take up research projects.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://kjssc.somaiya.edu.in/en/researchpolicy">https://kjssc.somaiya.edu.in/en/researchpolicy</a>
Any additional information	<a href="#">View File</a>

### 3.1.2 - The institution provides seed money to its teachers for research

#### 3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0.34600

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<a href="#">View File</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0



File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.2 - Resource Mobilization for Research

#### 3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

#### 3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	<a href="#">View File</a>

#### 3.2.3 - Number of teachers recognised as research guides

22

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

### 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

### 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

#### Establishment of Institution's Innovation Council:

- Our college has Established IIC 2.0 (IIC ID IC 201912690) in middle of 2019 which is a flagship programme of Ministry of Education.
- Through IIC calendar we can organize different events and can participate in various competitions organized by MIC of Ministry of Education.
- Now we are in IIC 4.0 and doing activities as per IIC 4.0 calendar. We secured Two star in this year

#### Participation in ARIIA (AtalRanking of Institutions on Innovation Achievements)

- Our college has participated in ARIIA for the academic year 2021.

- Ministry of Education, Govt. of India has initiated ARIIA to systematically rank education institutions and universities primarily on innovation related indicators.

#### Activities done during Academic year 2021-22

- Formation of Students Council as per IIC MHRD guidelines.
- Student Council for conducting Entrepreneurship/Startup/IPR related event
- Startup Activity cell
- Innovation Activity cell
- Internship cell
- IPR Cell

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/RATING+CERTIFICATE+2021-22.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/RATING+CERTIFICATE+2021-22.pdf</a>

#### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

18

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation | A. All of the above

of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year**

**3.4.2.1 - Number of PhD students registered during the year**

11

File Description	Documents
URL to the research page on HEI website	<a href="https://kjssc.somaiya.edu.in/en/phd-admissions">https://kjssc.somaiya.edu.in/en/phd-admissions</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year**

0.13

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.4.4 - Number of books and chapters in edited volumes / books published per teacher during**

**the year**

**0.12**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/3.4.4+2021-2022.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/3.4.4+2021-2022.pdf</a>

### **3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed**

#### **3.4.5.1 - Total number of Citations in Scopus during the year**

**223**

File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>

### **3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University**

#### **3.4.6.1 - h-index of Scopus during the year**

**4**

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### **3.5 - Consultancy**

#### **3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)**

**0**

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

### 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

To educate the cadets with special military subjects college has conducted camps through battalion and Youth Exchange Program.

NSS Unit activities-

-Blood donation camps

-Organ donation and stem-cell registration drives

-Thalassemia check up camps

-Tree plantation, plastic free environment and E-waste collection, mangrove clean-up, river clean-up, Eco-friendly Diwali drives, Stationary and books donation drives in the adopted villages.

-Organized various webinars and competitions to create awareness about general hygiene, cancer, AIDS, blood disorders, PCOS etc

-Assisted in Covid-19 vaccination drive conducted in Rajawadi Hospital, Mumbai.

-Conducted teaching sessions for the school children from the adopted villages.

The college, through extension activities, has created a sense of service-mindedness among the students community. These activities help to instil social responsibilities, sense of empathy and selflessness among the students. They groom their overall personality and create awareness of social issues.

The initiatives through the extension activities had impacted society to

-Improve health and cleanliness

-Do proper waste management systems

-Increase number of blood units and stem-cell registrations

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kjssc.somaiya.edu.in/en/about-ncc">https://kjssc.somaiya.edu.in/en/about-ncc</a>

### 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

4

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)**

46

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year**

1914

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.7 - Collaboration**

**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work**

2

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)**

14



File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The institute has adequate facilities and has augmented its infrastructure to cater to the needs of all the courses. The institution is situated in 61 acres of lush green campus at Vidyavihar, Mumbai, 4392.82 sq mt of built up area provides an eco-friendly, safe environment for the stakeholders.

- 26 classrooms with internet connection
- 6 ICT-enabled classrooms
- 5 cybernetic boards
- 37 undergraduate, postgraduate and research, 3 computer, PTC, Central instrumentation, RST-GIS and Language Laboratories.
- Collaboratively Understanding of Biology Education (CUBE) laboratory in collaboration with HBCSE
- Institution Innovation Council registered under ARIIA, MHRD (2-Star Certificate).
- Air conditioned administrative office
- Examination cell and CAP room
- Spacious gymkhana with facilities for indoor games
- 215 computers
- WiFi enabled AC 2 seminar halls and staff room
- Girls and Boys common room
- IQAC, Counselling cell, Student's Council, NCC, NSS, DLLE, Cultural forum, etc.
- Botanical and Medicinal plant Garden and Biodiversity Garden

- Fully digitized KIOSK system for renewal, issue and return of the books
- Exclusive space for post graduate and research scholars
- 69,000 books
- Subscribes to the N-List programme of INFLIBNET, providing access to more than 6000+ e-Journals and more than 3135000+ e-books
- 3 hostels for boys and girls.
- 3 canteens
- 24 × 7 security
- CCTV surveillance

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kjssc.somaiya.edu.in/en">https://kjssc.somaiya.edu.in/en</a>

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

Indoor games including Carrom, Chess, Table Tennis, yoga, judo, martial arts, and Taekwondo are available in the college's gymkhana. Yoga classes are also held in the gymkhana.

The Somaiya Sports Academy's central facility provides guidance for competitions at high level.

The Inter Collegiate University of Mumbai Tournaments for Men and Women feature roughly 28 sporting activities in which the college competes. Gymkhana holds a selection trial for almost 1000 students in a variety of sports to determine the top athletes to represent the institution at the intercollegiate competition. The college celebrates Inter College Tournaments, the Fit India programme, and Sports Day.

College boasts a vibrant Cultural Forum, that organize all yearly cultural events. Events like the Surabhi Competitions, Asmita- the Marathi Program, and the Annual Day are organized. There are three auditoriums on the college campus where the school's cultural events are held. The college also features Tagore Amphitheatre, which serves as a venue for a variety of cultural events. Students can also compete in regional and national events like the Indian National Theater, Lokankika, and the Youth Festival. Events such as the Marathi Bhasha Divas, Shravansari, and numerous tournaments are

organized by the Marathi Vangmay Mandal.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kjssc.somaiya.edu.in/en">https://kjssc.somaiya.edu.in/en</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

8

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

4.52

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

##### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library, setup in 1971 has more than 69,000 books with addition of e-resources. The growth of the library collections has been in tune with the growing needs of the institution. Library is fully automated with a seating capacity of 250.

Specifications of Integrated Library Management System (ILMS):

Introduced in 2012

Upgraded regularly

Software used: Bookworm

Automation: Fully

Library has an automated KIOSK system which helps the students to issue, return and renew the books using their RFID Identity Cards or SVV Net Id.

The library has remote access to e-books and e-journals through the following databases namely, EBSCO discovery, NLIST, J-gate and Web of Science. The library subscribes to Online Journals (e-Resources) of N-List since 2015-16, which includes more than 6000 e-Journals and 31,35,000 e-books. The N-list project provides access to e-resources to students, researchers and faculty from colleges and other beneficiary institutions through server(s) installed at the INFLIBNET Centre Ahmedabad. The college has e-resources like e-Shodh Sindhu, and ShodhGanga.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://library.somaiya.edu/user/login">https://library.somaiya.edu/user/login</a>

**4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources**

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

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals**

**during the year (INR in lakhs)****2.74624**

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)****4.2.4.1 - Number of teachers and students using the library per day during the year****18**

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**4.3 - IT Infrastructure**

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The Institution has the IT policy addressing standards on IT Service Management, Information Security, Network Security, Risk Management and Software Management.

A centralized data center provides support in maintenance of Computers, Network infrastructure, Wi-Fi network and also provides Computing facilities, Technological resources for Staff, Faculty and Students.

**Web services, Hosting and Collaboration:**

- The hosting service is based on Linux, Apache, MySQL, and PHP (LAMP) & Windows, IIS, MSSQL and C#.
- Office 365
- Campus Mailing lists
- Bulk SMS & Email services.
- DSpace: Library repository system

- LMS-Moodle and Google Classroom

- Collegeworm: Student management system
- Bookworm -library management software.
- OPAC -Database of all the resources available in the libraries.
- HR & ESS: An Employee Self Service module for staff and faculty
- Oracle Netsuite A complete, scalable cloud ERP solution
- Grievance Portal [grievances.somaiya.edu]
- Myaccount portal [myaccount.somaiya.edu]A single portal for all our stakeholders; covering wide range of applications.
- Wifi is provided by Airtel (850Mbps) and Tata (150Mbps). The network backbone is connected by 10 G single mode optical fiber cable.
- College has three computer laboratories and 215 computers, 76 desktops, 29 laptops and 18 overhead projectors.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR+20-21/IT+Policy.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR+20-21/IT+Policy.pdf</a>

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3137	155

File Description	Documents
Upload any additional information	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing**

**D. Any one of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">Nil</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### **4.4 - Maintenance of Campus Infrastructure**

**4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)**

**170.37**

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

- College has very well-established systems and procedures for maintaining and utilizing physical, academic and support facilities.
- A certified, highly-trained crew works at the campus' central project office to handle the campus' plumbing, carpentry, electrical, civil, welding, painting, and water supply needs as well as security, fire extinguishers, and cleaning needs. The project office gardeners take care of the campus garden.

- AMC is used for water purifiers, pest control, fire extinguishers and air conditioners. Solar panels and a rainwater collecting system are also installed at the college.
- Systems for managing both solid and liquid waste are in place on campus and at the college.
- LCD projectors, LAN, and Wi-Fi capabilities are present and accounted for in classrooms. The project office regularly performs repairs and upkeep on the tables, benches, and electrical needs in the classrooms.
- The provider does routine maintenance on electronic equipment or are repaired under AMC.
- Old publications are written off with the consent of the governing body.
- The project office maintains the centralized sports facilities.
- Regular quarterly maintenance is performed on IT equipment.
- Data centre regularly offers hardware and software training sessions.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kjssc.somaiya.edu.in/en">https://kjssc.somaiya.edu.in/en</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

72

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

7



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>
<b>5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology</b>	<b>A. All of the above</b>
File Description	Documents
Link to Institutional website	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Annual+Report+21-22.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Annual+Report+21-22.pdf</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year</b>	
<b>1063</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate</b>	<b>A. All of the above</b>

committees	
File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of outgoing students who got placement during the year</b>	
47	
File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
<b>5.2.2 - Number of outgoing students progressing to higher education</b>	
430	
File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year</b>	
<b>5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year</b>	
31	

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

#### 5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

16

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Students' Council of the college is the student's democratic representation. Student council is an active body representing students from different genres such as NSS, NCC, Cultural forum and representatives of various classes. The council is continuously encouraged and motivated by the principal, Convener Students welfare and Students council for shouldering responsibility and excelling in all their endeavours.

The President and Secretary of the student council also assist the General Secretary and Joint Secretary of the Cultural Forum. The members of the Student Council bridge the students' body and the management by representing and executing plans both ways. The student council supports maintaining the institute's status quo as a ragging free campus.

They are active members in various academic, co- curricular and extracurricular activities such as college clubs, panel discussions, seminars, essay competitions, commemorative day celebrations, webinars, BOS, IQAC, IIC, sports; this helps them to become responsible citizens. A few remarkable endeavours solely handled by the student council requires special mention - ENCOMIUM- Formal Expression of HIGH PRAISE and the monthly KJSSC BULLETIN edited, designed and published by them, in 2021-2022. The involvement of the

students in various spheres helps in enriching their holistic development.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kjssc.somaiya.edu.in/en/igac-composition">https://kjssc.somaiya.edu.in/en/igac-composition</a>

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

12

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

K. J. Somaiya College of Science and Commerce has a registered Alumni association since 2015. Alumni association Soc. Reg. No.: 2061/2015/GBBSD, P.T.R. No. : F66106. The association conducts regular meetings to discuss how the association can benefit the students and also bring about growth of the institution. Notable activities of the association are:

1. Lecture series by eminent alumni called Enriching expressions. These lectures are based on contemporary topics in the field of Science, career guidance etc. Atleast 4-6 lectures are held by the association in addition to the lectures held by individual departments engaging their alumni for these activities.
2. Travel expenses of students going abroad for conferences or quiz competitions are partially funded.
3. Alumni offer training and placement to the students in their organisations.

4. Cash prizes to first rank holders in all subjects in the graduate and post graduate programs are awarded to the students.

5. A Skill Enhancement course entitled Business Skills for Chemists was created and conducted by alumni of the Department of Chemistry and students of academic years 2020-21 and 2021-22 have benefited from this course.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://kjssc.somaiya.edu.in/en/alumni-overview/">https://kjssc.somaiya.edu.in/en/alumni-overview/</a>

**5.4.2 - Alumni's financial contribution during the year**

**E. <2 Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The Governing Council is guided by the founder's humanitarian mission as they make recommendations, evaluate, and plan for the students overall development, which includes their intellectual, physical, spiritual, and social aptitude. To make sure the college will get closer to meeting these goals, it makes choices about matters of financing, education, and research and carefully considers the strategic plan, policies, hiring practices, and other academic and administrative innovations.

The Finance Board evaluates the proposed expenditures and makes an approval recommendation to Management. Learner-centric curricula are created in accordance with the most recent advancements and approved by the Academic Council and Board of Studies.

Effective leadership is demonstrated by the management delegating power to the principal, who then grants operational flexibility to the different committees. The Vice-Principal, Dean of Academic

Affairs, Dean of Research & Consultancy, and Registrar/Office Superintendent share duties to provide efficient administration.

The HODs work with the faculty and non-teaching personnel to ensure that the academic system runs well.

The statutory and non-statutory committees oversee the efficient execution of the initiatives, programmes, and courses that promote students horizontal and vertical advancement. An important aspect of governance is the proper involvement of all stakeholders.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://kjssc.somaiya.edu.in/en/about/vision-mission">https://kjssc.somaiya.edu.in/en/about/vision-mission</a>

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Principal is the college's academic and administrative leader, with assistance from the Vice-Principal and IQAC. The Dean of Academic Affairs is responsible for overseeing academic activities including developing curricula, creating syllabuses, gathering student comments, etc. The Dean of Research & Consultancy focuses on encouraging personnel to engage in research activities, notifying academics about opportunities for research cooperation, drafting policies, and proposing rewards.

The department heads and coordinators, who put all the concepts into practice, are at the next level of hierarchy.

The curriculum is first drafted by department members, presented to the Board of Studies members for evaluation, approved by Academic Council, and then implemented by a team effort between professors, teaching staff, and non-teaching staff. Current and former students, as well as parent members, are well-represented on the Board of Studies, IQAC, Student Council, and several other committees.

By delegating authority, the Management has enabled the institutions to promote their growth, and the institutes have done so by actively involving the entire workforce in various activities.

Decentralization and participatory management are clearly reflected in all of the aforementioned aspects of institutional functioning.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/IQAC/Committees+list+2021-2022+(28-6).pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/IQAC/Committees+list+2021-2022+(28-6).pdf</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The perspective plan primarily focuses on the following areas:

- Curriculum that is in line with needs for employment, upgrading faculty with recent trends in their subject
- Research and development with an emphasis on industry-university partnerships
- Optimal use of infrastructure
- Certificate programmes for students
- ISR fulfillment

The strategy plan deployment can be readily substantiated by elaborating the focus on IT integration in the academic administration.

On the Somaiya Vidyavihar Campus, the Somaiya Group built a special data centre. The Institute use the software listed below for a variety of purposes:

1. Utilizing Bookworm software for library records
2. Maintenance of the student database and activities connected to students using the brainstorming software (EMIS)

Both the above softwares are developed in-house.

1. Sensys software for managing staff-related tasks including time management, payroll, PF administration, and income tax deductions.

1. Oracle Netsuite - Accounting software

Beginning in 2020-2021, all classes had an entirely online admissions procedure. The programme automatically creates the Students Register, making record-keeping simple. Email and the official website were used for all communications related to the hiring process.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://kjssc.somaiya.edu.in/en/aboutkjssc">https://kjssc.somaiya.edu.in/en/aboutkjssc</a>
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

The Governing body is a blend of academicians and industrialists. The Principal serves as a vital connection between management and human resources. Working closely with the Principal is the Vice Principal, Academic Affairs Dean, and Research and Consultancy Dean.

All academic and administrative procedures are carried out under the supervision of the COE, the HODs, the Coordinator of IQAC, the Student Council, the faculty, non-teaching personnel, and the conveners of several Committees. The Principal meets with the HODs once a month, and the HODs in turn meet with the faculty in their respective departments.

The administrative office is led by the Registrar, followed with the office superintendent, Accountant, Senior and junior clerks to manage efficiently the liason between the affiliating University, management, faculty, non-teaching staff and students.

SOPs are developed and closely followed for a variety of academic and administrative tasks. Statutes for teaching and non-teaching employees, HR Policy, and Administrative Manual of the State



Government offer rules and regulations, duties and responsibilities, and advice in the recruiting, selection, pay and incentive, promotion, and training processes. The affiliating university establishes the leave policies, promotion policies, appointment policies, etc. for the aided personnel, while the management establishes these policies for the unaided workforce.

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/6.2.2+Organogram.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/6.2.2+Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://kjssc.somaiya.edu.in/en/">https://kjssc.somaiya.edu.in/en/</a>

**6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

A wide range of benefits to employees are offered such as: Work-life balance benefits

- Casual, Earned, Medical, Duty and special leave
- Compensatory off , Sabbatical leaves

- Maternity and Paternity Leave Financial benefits
- Encashment of earned leave
- Employees PF
- Gratuity
- Increments on award of PhD
- Support employees to avail loan
- Fee payable in instalments and Book bank facility for the wards of non-teaching staff
- Festival advance and credit facility in emergency
- Funds for supporting the family in case of untimely sad demise of employee
- Retirement felicitation Physical health benefits
- Free health check-up camps
- Facility for indoor/ outdoor games Mental health benefits
- Awareness programmes on health, technology, stress management
- Counsellor is available
- Yoga Sessions
- Haldi-Kumkum.

**Avenues for Career Development**

- Induction programmes for the freshly recruited faculty members and the non teaching staff members
- FIP
- Financial support in the form of seed money and registration fee
- Organizes need-based specific personal and professional development programmes

**Other intangible benefits**

- Teaching and non-teaching are honoured with long service awards
- Felicitation of Achievers
- Internet & Computing facility to all faculty members

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/6.2.2+faculty+developmet+policy.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/6.2.2+faculty+developmet+policy.pdf</a>

**6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year**

43

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year**

11

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)**

33

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**6.4 - Financial Management and Resource Mobilization****6.4.1 - Institution conducts internal and external financial audits regularly**

Audits are performed on a regular basis every six months. Once a year, the Somaiya Trust's CFO receives a report from the annual statutory audit. The Finance Committee was established as a consultative body.

Each year, the departments submit their budget requests. A budget for the Institute is created after consideration and submitted to the Finance Committee for approval. It is sent to the governing council for evaluation.

For internal audit, a Somaiya Trust-appointed auditor checks all invoices, payments, receipts, journals, vouchers, cash books, and ledger account reviews from the previous six months. The Somaiya Trust is the legal entity under which the college operates. The

compliance audit process is followed by the internal auditor.

The auditor chosen by the Trust conducts the Annual Statutory Audit for External/Statutory Audit. At the conclusion of each fiscal year, these statements are audited by a chartered accountant and certified.

Utilization certifications are presented together with the audit of grants obtained from various governmental entities. The Trust receives the audited financial accounts, and the Principal also receives a copy of them.

For each assessment year, the Somaiya Trust submits a consolidated Return of Income based on the Institute's audited financial records.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

Nil

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

In conjunction with all the departments, the Finance & Accounts department creates a yearly budget estimate before creating the master budget. The Governing Body, which creates the strategic plan for the spending to be fulfilled, receives it from the Principal for approval. The distribution of funds according to priority is considered. Finally, funds are authorized in accordance with the resource needs.

The maximum resource mobilization is through tuition fee and Management support. The other resources are :

- grants and funds from different governmental and non-governmental organisations
- grants from the government, the business management, and private donors.
- Rent for a venue that is outsourced

Resources are utilized-

- to introduce innovative teaching learning practices, by the various committees and clubs,
- NSS and NCC to conduct activities,
- to conduct seminars, FDPs, workshops and conferences,
- Staff salary,
- Examination charges
- Staff and student welfare
- Maintenance of the building and infrastructure.
- Procurement of lab consumables, LCD projectors, Laptops
- Awards for students and staff
- Establishing a green campus
- Seed money to conduct research activities

The surplus, if generated from income over expenditure is transferred to the capital fund of the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

MoUs have been formed with a number of business and academic institutions in order to benefit the college and its students. One semester of dissertation work is required for the postgraduate programme, which helps students develop their abilities and confidence. Collaborations with reputable institutions like IISER, IIT, BARC, etc. are carried out with the goal of enhancing academic activities, introducing current trends and developments in the area, and developing core and soft skills.

Seminars and workshops like the ones listed below are organized as ways to inspire students-

- "Strengthening your understanding of Research journal"

MOOCs and ONLINE Courses: Faculty members and students have registered for a variety of courses offered by NPTEL, Swayam, ARPIT, Coursera, and other organisations.

NPTEL designated the college as a "Active Local Chapter." It is agreed to grant these pupils extra credit and indicate it on their marksheet.

Innovation and start-ups: In accordance with the guidelines of the Innovation Cell, Ministry of HRD, Government of India, our college created the Institution Innovation Council (IIC). We intend to encourage innovation and start-ups on campus through this council.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Audits of the Academic and Examination processes by internal and external members have been advised by IQAC. The various departments were able to pinpoint their own areas of weakness thanks to the academic audit. The expert input provided a useful framework for exploring academic and research-based options.

The examination audit showed that the system is effective and the examination process is extremely well controlled.

There is a set academic calendar for the entire year. All departments establish an academic plan for the full academic year, which is then posted at the start of the year on the college website. The year's finalized class schedule is posted on notice boards for the students to see. All faculty members keep a daily journal, which is signed at the end of each month by the principal and the department head.

Every faculty member receives feedback from the students twice a year, which the department head and principal evaluate. The feedback report is addressed with the appropriate instructor as needed. Result analysis for all the classes is done critically and the measures are taken to improve the results. CLO attainment is also determined.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other**

A. Any 4 or all of the above



**institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Annual+Report+21-22.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Annual+Report+21-22.pdf</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

#### **7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

Women Development Cell (WDC) is committed to the cause of creating gender awareness and sensitisation about gender justice amongst the students during their formative years. Action is planned to ensure a safe environment for the students. The college has committees like Anti-ragging Committee, Internal Complaint Committee (ICC), Grievance Redressal Cell and Women Development Cell to monitor and address safety, security and social issues.

Programmes in collaboration with Bharatiya Stree Shakti (BSS) under the MOU, signed with them-

- Workshop on "Mera Ghar Mera Parivar" for non-teaching staff to discuss how men and women can have healthy relationships. 40 non-teaching staff members.
- On August 13, 2021, National webinar on Gender sensitization was held to address gender equity. 110 students.

Several other events were also organized-

- Department of Microbiology hosted webinars on:

- i. "Beti Bachao, Beti Padhao" on January 25, 2022. 94 pupils.
- ii. "Transition to a Better Period" on February 11, 2022. Sustainable choice of Cups instead of sanitary pads was emphasized. 34 students.
- Webinar on "Premarital Counselling" was organised on 24th February 2022 to sensitize students about legal, medical and social aspects of marriage, 84 students.
  - International women's day- quiz competition on Women Empowerment.125 students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/7.1.1+WDC+HELPLINE+(1).pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/7.1.1+WDC+HELPLINE+(1).pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment**

**B. Any 3 of the above**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)**

The campus of Somaiya Vidyavihar makes significant efforts to recycle and reduce solid waste. To sensitise staff and students about waste management several workshops/seminars are organised.

**Solid waste management:**

**Curriculum:**

- The FYBCom EVS Program links the ecosystem and its diversity and sensitises the students towards their responsibility in environment protection.

- Organic Terrace Farming by Department of Botany gives students hands-on experience for recycling solid waste for sustainable farming lowering pollution and controlling trash.

#### Centralized waste management system on Campus:

Trash cans are positioned in the staff rooms, laboratories, classrooms, and common spaces. The professional housekeeping agency (Cleantech) has been entrusted with collecting the segregated garbage from the departments and sending the biodegradable waste to the composting site on the campus. Rest is sent to recyclers and Municipal Corporation of Greater Mumbai. Recycle bins are strategically placed at the entrance to collect electronic garbage regularly.

By printing on both sides of the paper and encouraging email for department alerts and other official documentation and communications, departments and offices can reduce their paper waste.

#### Liquid waste management:

Phytorid effluent treatment technology is installed to treat the effluent generated from laboratories using plants like Typha, Phragmitis and Canna spp.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.1.5 - Green campus initiatives include

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

**A. Any 4 or All of the above**

File Description	Documents
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

**7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:**

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.**

C. Any 2 of the above

File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

- On July 23, 2021, the Cultural Forum hosted discussion by famous author Dr. Vijaya Vad to commemorate Gurupurnima.
- Cultural Forum honoured teachers' efforts and celebrated Teacher's Day on September 7, 2021.
- On September 15, 2021, the Department of Mathematics held prose and poetry reading competition in celebration of Hindi Diwas.

- On February 27, 2022, the Asmita Committee held the essay competition "Kavita Athavanitalya" to honour Marathi Raj Guarav Divas.
- On February 5, 2022, NSS held training event called Suryanamaskar se Rashtravandana to promote a healthy lifestyle.
- Commerce stream organised a webinar on October 14, 2021, by homoeopathic consultant Dr. Sabaa Khatib titled "Balancing Self and Mental Outlook: An Assertive Step Toward Change" to manage stress following the epidemic.
- To educate students about Bharat's rich cultural legacy through virtual tours NSS held "Route to Roots" with renowned speaker Mr. Vineet Parekh on October 30, 2021.
- Between July 26 and July 28, 2021, NSS volunteers organised a flood donation drive for Konkan to collect supplies.
- NSS organised various awareness campaigns for Covid-19 vaccination, pulse polio immunisation, lung cancer, AIDS, plasma blood banks, food adulteration, thalassemia and 11 blood donation camps.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

K J. Somaiya College of Science and Commerce has always taken the initiative to educate all stakeholders about their constitutional obligations, which centre on values and their duties as citizens.

The new National Education Policy's values are incorporated into the revision of subject curricula. There are frequent meetings between parents and teachers. The NSS unit held awareness sessions on voter ID registration, financial literacy, youth empowerment, and the importance of the constitution for today's young.

In order to support entrepreneurship and the Make in India programme, CUBE programme (Under HBSCE), RiIDL, and Institution Innovation Council instilled scientific aptitude.

The MulyaPravah Committee organised a workshop on How to Set Goals to Achieve Ultimate Success by Mrs. Saira Jain, Preksha Meditation,

on September 30, 2021, to improve students' ability to make decisions.

MulyaPravah Committee's workshop on Dhimahi on February 4, 2022 featured subjects like Embracing change - Rejuvenating Body and Mind and the mind and the heart behind coping with the successful change.

A code of conduct is created for all stakeholders by the Code of Conduct Committee, which also develops policies that reflect values and discipline. The students are exposed to this during the induction programme.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized**

A. All of the above

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Department of Chemistry and NCC organized yoga session by Ms. Nital Shah on June 21, 2021, to commemorate International Yoga Day to highlight the benefits. (231 students)

On June 29, 2021, National Statistics Day, Department of Statistics hosted a discussion by Mr. Navin Shastri, Associate General Manager, PNB and a session by Prof. Bhagwan Chakradeo. (138 students)

Department of Business Law organised sessions by Ms. Amrit Kaur Jagdev, Associate Director, Investigations and Law Enforcement Development, for World Day Against Trafficking in Person on July 30, 2021 and Dr. Pramila D'Souza, Project Director of ICSSR, on December 18, 2021, in commemoration of National Minorities Rights Day.

On September 7, 2021, Department of Biochemistry observed Nutritional Week to raise awareness about leading a healthy lifestyle.

Department of Statistics, Cultural Forum, and DLLE organised several webinars to commemorate the birth Jayanti of Chhatrapati Shivaji Maharaj, Shri Lal Bahadur Shastri, Savitribai Phule, Swami Vivekananda, and Netaji Subhas Chandra Bose.

All Science and Commerce Departments host annual Department Festivals. Each festival has a distinct theme for competitions, guest lectures, awareness programmes, exhibitions, documentary screenings, etc and they are well attended.

Intercollegiate cultural event Surabhi and Annual Day for the college was celebrated by Cultural Forum.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

### Best Practices



The institute adopts two best practices "Learn from stalwarts" and "Enriching expressions" which promotes the student engagement through active learning from eminent speaker of premier institutes and alumni of the institute.

<https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Best+Practices+2021-22.pdf>

File Description	Documents
Best practices in the Institutional website	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Best+Practices+2021-22.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Best+Practices+2021-22.pdf</a>
Any other relevant information	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Criteria+7.2+list+of+doc+(2).pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/Criteria+7.2+list+of+doc+(2).pdf</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

#### Institute Distinctiveness

Higher education had experienced disruption as a result of the Covid-19 pandemic. However, the pandemic has also increased the faculties' options for using ICT into their academic and administrative endeavours, etc. To provide a seamless transition from online to offline mode, we proceeded to teach the faculty on how to use blended mode in the classes. The tools, such as Google Classroom for managing courses, Google Forms, and Microsoft Forms for administering online tests and assignments, are continued to be used efficiently by the teachers. The instructors are excited to implement the collaborative learning strategies for problem-based and cooperative learning in the classrooms again.

The Gurudakshta Committee also offers an online help desk and ongoing technological assistance to the teachers. Our college organised workshops on outcome-based education for all the teachers.

Each department's curricular structure was created using the Handbook on Learning's outcome-based methodology by UGC.

Additionally, CLO attainment scores were started to be calculated.

An investigation of the final CLO results also started, which prompted the instructors to reflect and reassess their lesson plans, teaching strategies, etc.

We successfully adapted to the switch from online to offline mode in order to further our aim of offering top-notch education.

File Description	Documents
Appropriate link in the institutional website	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/7.3.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/7.3.pdf</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

#### Criteria I

LOCF booklet for PG programs

July 2022

Implementation of NEP

June 2022 onwards.

Review of all the syllabi

June-July 2022

Circulate OBE manual

June 2022

Implement value-added and Certificate courses.

June-September 2022

#### Criteria II

Design and upload E-content

July 2022 onwards

Digitized evaluation, In-house printing of question papers and Analysis of CLO attainment

June 2022 onwards

Criteria III

Functional MOU's already signed

July-November 2022

Establish Collaboration and linkages

2022-2023

National /International Conference

2022-2023

Digital repository of Papers/Theses

May-June 2022

Criteria IV

Facilities for student with special needs

June 2022 onwards

ICT enabled classrooms

June 2022 onwards

Criteria V

Induction program

June -Sep 2022

Parents meeting with mentors

Sep 2022-April 2023

Involvement of students in community outreach programs

2022- 2023

Attendance monitoring of students

June-2022- April 2023

Criteria VI

Academic audit and Examination process audit

June 2023

NIRF ranking participation

As per dates declared

India Today rankings application

As per dates declared

AQAR 2021-2022

Nov. 2022

Digitization of personal files

October 2022

ISO Renewal Application

January 2023

Administrative Audit

February 2023

Gender audit

June 2023

Professional development Programmes for Teaching and Non-teaching staff

June 2022 - Feb 2023

Induction program for faculty

June-July 2022

Criteria VII

Green Audit

March 2023

Unnat Bharat Abhiyan activities

July-November 2022

Earn and Learn scheme for students

Jan-April 2023