



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

##### 1. Name of the Institution

K. J. SOMAIYA COLLEGE OF SCIENCE  
AND COMMERCE

- Name of the Head of the institution **Dr. Pradnya Prabhu**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone No. of the Principal **9820009267**
- Alternate phone No. **9029727606**
- Mobile No. (Principal) **9820009267**
- Registered e-mail ID (Principal) **principal.kjssc@somaiya.edu**
- Address **K. J. Somaiya College of Science  
and Commerce, Vidyanagar,  
Vidyavihar, Mumbai - 400077**
- City/Town **Vidyavihar**
- State/UT **Maharashtra**
- Pin Code **400077**

##### 2. Institutional status

- Autonomous Status (Provide the date of conferment of Autonomy) **04/10/2012**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the IQAC Co-ordinator/Director **Dr. Lolly Jain**
- Phone No. **9819914206**
- Mobile No: **9819914206**
- IQAC e-mail ID **iqac.kjssc2003@somaiya.edu**

**3.Website address (Web link of the AQAR (Previous Academic Year)**

<https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR+2023/AQAR+2021-2022.pdf>

**4.Was the Academic Calendar prepared for that year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

[https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/event+planner+2022-23+\(1\)+\(1\).pdf](https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/event+planner+2022-23+(1)+(1).pdf)

**5.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>Nil</b>	<b>2004</b>	<b>16/02/2004</b>	<b>16/02/2009</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.21</b>	<b>2010</b>	<b>04/09/2010</b>	<b>03/09/2015</b>
<b>Cycle 3</b>	<b>A</b>	<b>3.24</b>	<b>2016</b>	<b>25/05/2016</b>	<b>24/05/2023</b>
<b>Cycle 4</b>	<b>A</b>	<b>3.18</b>	<b>2023</b>	<b>21/04/2023</b>	<b>20/04/2028</b>

**6.Date of Establishment of IQAC**

**10/09/2003**

**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.)?**

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:

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

#### 9. No. of IQAC meetings held during the year 02

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

#### 10. Did IQAC receive funding from any funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Submitted SSR to NAAC and received A grade in 4th cycle of Accreditation

Applied for Somaiya Excellence Award and received the same for

2022-23

Framed 26 Policies for the smooth functioning of the institution

Compiled and submitted data for NIRF

Promoted research amongst faculty (received 3 Major Research Projects)

**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
Preparation of SSR in 4th cycle of Accreditation in time	Received A grade by NAAC
Streamline of documentation required to submit SSR	Submitted SSR in time
Formulation of policies for smooth functioning of Institution	26 policies framed
Review of all the syllabi created till date in third cycle of Autonomy and scrutiny of the CLOs	Reviewed all the syllabi created till date in third cycle of Autonomy and scrutinized the CLOs

**13. Was the AQAR placed before the statutory body?** Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing body	22/08/2023

**14. Was the institutional data submitted to AISHE ?** Yes

- Year

## Part A

### Data of the Institution

<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>9820009267</b>
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• City/Town	<b>Vidyavihar</b>
• State/UT	<b>Maharashtra</b>
• Pin Code	<b>400077</b>
<b>2.Institutional status</b>	
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• Location	<b>Urban</b>
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• Name of the IQAC Co-	<b>Dr. Lolly Jain</b>

ordinator/Director					
• Phone No.		9819914206			
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• 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/AQAR+2023/AQAR+2021-2022.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR+2023/AQAR+2021-2022.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/AQAR23/event+planner+2022-23+(1)+(1).pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/event+planner+2022-23+(1)+(1).pdf</a>			
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Cycle 3	A	3.24	2016	25/05/2016	24/05/2023
Cycle 4	A	3.18	2023	21/04/2023	20/04/2028
<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>					

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<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>	
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**9.No. of IQAC meetings held during the year**

02

<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>	Yes
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<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
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**10. Did IQAC receive funding from any funding agency to support its activities during the year?**

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<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name of the statutory body	Date of meeting(s)
Governing body	22/08/2023
<b>14. Was the institutional data submitted to AISHE ?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Year</li> </ul>	

Year	Date of Submission
2022-2023	13/02/2024

### 15. Multidisciplinary / interdisciplinary

#### Multidisciplinary/Interdisciplinary courses

The emphasis is to facilitate the understanding of modern business trends, where multitasking is the norm, and the prerequisite is interdisciplinary knowledge. Interdisciplinary expertise to bridge the gap between academic institutions and research institutes. It opens avenues for innovation. The creation of "Tinkering Labs" in higher education institutions is another goal in teaching interdisciplinary subjects to undergraduate students. The college offers various electives at undergraduate and postgraduate levels. Certificate courses like Embedded Systems, Human Microbiome, Tally, Remote Sensing, Cyber laws, etc are offered to the students which by nature are inter and multidisciplinary. Various Skill Enhancement Courses (SEC) are offered at the TY level. Sports was introduced as a part of the UG curriculum in which students are given 9 different options to select. General Electives are introduced at the TY level which are multidisciplinary courses offered to all UG students. Students are motivated to undertake interdisciplinary projects which are conducted jointly by various departments. Students are also encouraged to enroll in various multidisciplinary courses at the SWAYAM/NPTEL/COURSERA portal.

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

Academic Bank of Credits is envisaged by the University Grants Commission. It is a digital, virtual, and online entity that provides academic services, through a structured formal system of recognition of credits, their accumulation, transfer, and redemption. The credits' purpose is to make it convenient for the students to become the holders of their academic accounts, facilitating the way for seamless student mobility between or within degree-granting HEIs. This promotes flexible and distributed learning.

According to the National Education Policy 2020, the Academic Bank of Credits (ABC) is a national facility that supports a flexible curriculum framework and provides academic mobility for 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. The

college registered on the National Academic Depository (NAD) portal in 2022. The students have registered on the NAD portal.

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

The pragmatic aspects behind a nation's growth and economic development are knowledge and skills. The 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 T.Y. 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 Pravah offers various value education programs to students. Several 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)**

Ever since the onset of globalization, the global knowledge economy has been rapidly changing, which has had a significant impact on society. To foster cultural awareness among students it is essential to identify and appreciate various cultures and identities. Taking cognizance of this aspect, K J Somaiya College of Science and Commerce has offered a one-credit course on Indian Cultural Heritage. This course is conducted by the "Dharma Study Center" of Somaiya Vidyavihar. This one-credit course includes mythology, yoga, visits 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 and assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance i.e. outcomes at different levels.

**Rationale:** As per the requirement of NAAC, implementing OBE in a

well-structured manner is mandatory and this is done with the help of POs, PEOs, CLOs, Academic diaries, 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. A constructive alignment approach was used in designing and implementing the curriculum in the year 2021-22 and 2022-2023. The LOCF task force was formed to guide the departments. CLO attainment was practiced by direct method from the even sem of 19-20. All faculty members were completely involved in the design and implementation of the OBE. The Dean, Academics 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 to 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:** The college has been carrying out online admissions for four years, which helped the learners to incorporate technology in the initial stages of their academic career.
- 3) **ICT-based online formative assessment:** The college conducted online internal exams for some classes using the software developed by OFFEE.
- 4) **Active center status by NPTEL-SWAYAM:** College could motivate students to enroll in various MOOCs on the 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**

### **1.Programme**

1.1

34

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

## 2.Student

2.1 2373

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2 623

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3 2342

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>

## 3.Academic

3.1 481

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2 101

Number of full-time teachers during the year:

## Extended Profile

### 1.Programme

1.1 **34**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2.Student

2.1 **2373**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2 **623**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3 **2342**

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>

### 3.Academic

3.1 **481**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2 **101**

Number of full-time teachers during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	<a href="#">View File</a>	
3.3	<b>82</b>	
Number of sanctioned posts for the year:		
<b>4.Institution</b>		
4.1	<b>255</b>	
Number of seats earmarked for reserved categories as per GOI/State Government during the year:		
4.2	<b>28</b>	
Total number of Classrooms and Seminar halls		
4.3	<b>312</b>	
Total number of computers on campus for academic purposes		
4.4	<b>170.37</b>	
Total expenditure, excluding salary, during the year (INR in Lakhs):		

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

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.

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. Curriculum design and development play a significant role in higher education and it proves decisive in steering other elements of quality. Curriculum is tailored to ensure that students possess necessary domain knowledge, abilities, attitudes in their chosen field of study along with valued education and life skills to ensure overall personality

development .

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 stakeholders 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 along with external Board of Studies members from esteemed institutes as well as student representatives, 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 achieved.

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/chemistry">https://kjssc.somaiya.edu.in/en/programme/bsc/chemistry</a>

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

16

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

71

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

71

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

19

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 emphasize Gender neutrality, 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, a 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. Institutes have actively endorsed online platforms such as NPTEL and Career Katta to facilitate the cultivation of diverse skill sets among students and prepare them to face global challenges. Co-curricular activities such as NCC, and NSS reinforce human qualities of honesty, integrity, discipline, empathy and respect for the others. 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

32

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**

133

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**

163

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/AQAR23/Curriculum+feedback+2022-23.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/Curriculum+feedback+2022-23.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/AQAR23/Graduate+Exit+report+22-23.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/Graduate+Exit+report+22-23.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

867

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)

56

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 conducts an induction program for the students. Departments also conduct an orientation session at the start of the academic session. A blended approach consisting of diagnostic tests, and revision sessions were conducted for the students. To inculcate scientific temperament, critical thinking and at the same time catering to diverse students an inclusive approach was adopted. During the offline lectures, the teachers used questioning skills to differentiate between advanced and slow learners.

Various formative assessment techniques were used to assess student's levels of understanding in the beginning stage. The Internal assessments conducted gave a good indication of the types of learners. The college encouraged all students to participate in organizing cultural events and enroll in student councils, and other co-curricular activities. Wherever applicable Remedial coaching and Bridge courses were conducted for the slow learners. Students were motivated and mentored to opt for MOOCs offered by NPTEL, SWAYAM, Coursera, etc. Students were trained for national-level competitive examinations like NET, SET, JAM, and GATE. The college offers an Honours program for advanced learners. Students participated in departmental festivals, group discussions, debates, and workshops focusing on soft skills development and interview skills which enhanced their overall personality along with problem-solving abilities.

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/AQAR23/Graduate+Exit+Form+Analysis.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/Graduate+Exit+Form+Analysis.pdf</a>

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

Year	Number of Students	Number of Teachers
18/12/2023	2373	101

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:

Programs are designed taking into cognizance the graduate attributes recommended by UGC. Emphasis is on well-defined and learner-centric learning objectives and outcomes. Feedback given by students at the end of each semester, facilitated an introspective approach to overcome the shortcomings.

Teachers use a blended mode consisting of Flipped classroom pedagogy to expand the domain of learning where resources were made available for the students. The use of ICT tools enhanced the critical thinking of students. Students published Research papers in reputed journals under Scopus, on their research work. Internal assessment consisted of different methods such as PowerPoint presentation, research paper review, survey, report writing, which enhanced their confidence, developed writing skills, and inculcated research interest. Various extracurricular and co-curricular activities including department fests were organized for the students in order to develop their leadership and management skills. 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 which ultimately inculcated 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/AQAR23/Field+Visits.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/Field+Visits.pdf</a>

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

The college consistently conducts various workshops catering to e-content and encourages 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 etc. 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 NLIST. 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), mentoring and 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/AQAR23/Usage+of+various+ICT+tools+by+the+faculty.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/Usage+of+various+ICT+tools+by+the+faculty.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

101

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

Before the commencement of an academic year, initial academic meetings were undertaken at the department level to design academic calendar and timetables. The principal, Dean academics, IQAC Coordinator, Controller of examinations, Heads of the departments, committee conveners were involved in planning the academic calendar.

Taking into consideration the term plan of the year declared by the University of Mumbai, holidays, examination dates, dates of submission of question papers, declaration of results dates, the admission dates, induction programme for new students, the commencement of the lectures and practicals 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 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 classroom.

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

101

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

46

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)

1366

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

19.05

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

0

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

As per the academic term, 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. Different approaches were adopted for the Assignments 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. Along with regular assessment, the tests were also conducted using Google classroom and Moodle. 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.

Unfair means: If the candidate was caught using any unfair means appropriate actions as per offline examination rules were taken.

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

Taking cognizance of the vision and mission of the college the PEOs were designed and were aligned with the inputs from different stakeholders like parents, alumni, employers etc. PLOs were designed for the programmes offered, based on the global pre-requisites of employment, 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 the same.

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/AQAR23/OBE+Manual.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/OBE+Manual.pdf</a>

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

Evaluation of the mapping of PLOs with CLOs made it possible to monitor the attainment of 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.

Attainment of PLOs and CLOs was calculated as follows: 1. Weighted percentage of contribution of each course in attainment of each PLO was calculated. 2. CLO attainment by using a 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/AQAR23/OBE+Manual+(1).pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/OBE+Manual+(1).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

623

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/AQAR23/Annual+Report+from+Examination+cell+(1).pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/Annual+Report+from+Examination+cell+(1).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/AQAR23/2.7+SSS.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

Research is one of the major components to excel in the field of education. The College takes a lead in inculcating and promoting the research among the faculty members and students through various activities. To maintain the progressive growth of the research component there is a well framed Research Policy,

Research Monitoring Committee and Research Advisory Committee.

The college has 06 research laboratories with all the facilities . The Central Instrumentation Laboratory have high-end instruments like Gas Chromatograph, Infrared Spectrophotometer, UV-VIS spectrophotometer, etc.

The college library has subscribed to Online Journals (e-Resources) of N-List since 2015-16, which includes more than 6000 e-Journals and 31,35,000 e-books. J-gate is subscribed since 2019-20 and Web of Science since 2020-21. Workshops are conducted every year for PG students to enable them to avail the e-resources and library facilities. The college regularly organizes programmes related to research like Plagiarism awareness, Intellectual Property Rights, etc.

The students as well as teachers are encouraged to participate in various national and international conferences, seminars, workshops etc. and supports them by bearing registration charges. The college has done budget provision for the Seed money for 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

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	No File Uploaded
Any additional information	No File Uploaded

### 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)

47.6

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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

3

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/aboutresearch">https://kjssc.somaiya.edu.in/en/aboutresearch</a>
List of research projects during the year	<a href="#">View File</a>

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

23

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**

3

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/3.2.4+Funding+agency+website+address+(1).pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/3.2.4+Funding+agency+website+address+(1).pdf</a>
Any additional information	<a href="#">View File</a>

**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.

Our college has established IIC 2.0 (IIC ID IC 201912690) in the year 2019 which is a flagship programme of Ministry of

## Education.

Through IIC we are organizing different events and have participated in various competitions organized by MIC of Ministry of Education.

Now we are in IIC 5.0 and doing activities as per IIC 5.0 guidelines. We secured one star this year.

Our college has participated in the Innovation Category in National Institutional Ranking Framework in the year 2022.

### Activities done during Academic year 2022-23

- Formation of Students Council as per IIC MHRD guidelines.
- Formation of Student Council for conducting Entrepreneurship/Startup/IPR related event
- Various activities conducted by IIC are:

1. Session on problem solving and ideation workshop

2. My story-Motivational session by successful entrepreneur/start up founder

3. "Workshop on "Entrepreneurship & innovation as career opportunity""

4. "Workshop on design thinking, critical thinking, & innovation design""

5. INN O ART

6. "Workshop on intellectual property rights (IPR) & IP management for start up."

7. Entrepreneur Quizer

8. Innovative Advertiser

9. Entrepreneur O journey

10. Innovative Salmart

**11. Entrepreneur Hunt**

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/AQAR23/RatingCertificate_2022-23+(1).pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/RatingCertificate_2022-23+(1).pdf</a>

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

11

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 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**

A. All of the above

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

19

File Description	Documents
URL to the research page on HEI website	<a href="https://kjssc.somaiya.edu.in/en/aboutresearch">https://kjssc.somaiya.edu.in/en/aboutresearch</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

0.08

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

0.04

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/AQAR23/stamped+3.4.4+.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/stamped+3.4.4+.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**

323

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

The College has well established NSS and NCC units. The girls NCC unit, 1 MAH Girls NCC Bn, has conducted various camps through battalion and Youth Exchange Program to educate the cadets with special military skills. The NSS Unit has also conducted several activities such as-

- Blood donation camps
- Tree plantation drive
- Swatchta rally and mega plastic toothbrush collection drive
- E waste collection drive
- HIV/ AIDS awareness rally
- Beach clean-up, river clean-up,

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

-Assisted in Voter ID Registration and Adhaar Linking Drive

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

The college also has Department of Life long Learning and Extension (DLLE) Under University Of Mumbai. The cell also conducts various activities contributing to the social development. The college, through extension activities, has created a sense of service-mindedness among the students community. These activities help to instill social responsibilities, sense of empathy and selflessness among the students. It helps to groom their overall personality and create awareness of social issues. The initiatives through the extension activities had impacted society to

- Improve health and cleanliness
- Manage waste management systems
- Increase number of blood units

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**

2

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)**

29

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

782

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	No File Uploaded

### 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	<a href="#">View File</a>

#### 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)

20

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	<a href="#">View File</a>

**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.

Lush green campus at Vidyavihar spans 61 acres, 4392.82 sq mt of built up area

- 26 ICT-enabled classrooms
- 5 cybernetic soft boards
- 37 undergraduate, postgraduate and research laboratories
- 3 computer laboratories
- PTC laboratory, Language laboratory funded by CPE
- Central instrumentation laboratory, Fermenter, funded by DST-FIST
- CUBE laboratory in collaboration with HBCSE.
- Commerce laboratory

Innovation cell:

- Research Innovation Incubation Design Laboratory (RiiDL).

Somaiya Institute of Research and Consultancy (SIRAC).

Institution Innovation Council registered under ARIIA, MHRD (2-Star Certificate).

Other facilities:

- Examination cell and CAP room
- Spacious gymkhana with facilities for indoor games
- 312 computers
- WiFi enabled Air conditioned 2 seminar halls and Staff room
- Recording room

- Girls and Boys common room
- Botanical and Medicinal plant Garden
- Biodiversity garden set up with the US consulate, Mumbai.
- Disabled friendly washrooms.
- Adequate, Well maintained toilets

#### Library:

- Accommodates 250 users
  - Fully digitized Library with adequate number of books and journals
  - KIOSK system for renewal, issue and return of the books
- Subscription of N-List programme of INFLIBNET,
- Departmental libraries
- Integrated Library Facility

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 centralized indoor/outdoor sporting facilities include, The Somaiya Sports Academy's central facility is a top-tier athletic organization with a committed group of certified instructors and experts in sports development. It offers instruction and caters to individuals and teams who want to compete at a high level.

Special Allowances are given to the students who participate at

the State, National and International levels. 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 brag a vibrant Cultural Forum, a group of students 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 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, Alankar and numerous competitions 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

28

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)

63.09

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)**

**4.61**

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**

**265**

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 with separate budget allotted.

A centralized data center provides support in maintenance of Computers, Network infrastructure, Wi-Fi network and Computing facilities, Technological resources for Staff, Faculty and Students. Firewall solution is implemented to secure the network from various types of attacks.

Web services, Hosting and Collaboration:

? The hosting service is based on Linux, Apache, MySQL, and PHP (LAMP) & Windows, IIS, MSSQL and C#. Hosting services on cloud with Amazon Web Services, Net Magic simpli cloud and GoDaddy.

? Office 365

? Virtual hosting to host virtual servers and machines operating systems.

? DSpace: Library repository system

? Learning Management Systems-Moodle and Google Classroom

Software and Business Applications

? Collegeworm: Student management system

? Bookworm -Integrated, multi-user, multi-tasking library management software.

? OPAC -Online Public Access Catalog database of all the resources available in the libraries.

? HR & ESS: An Employee Self Service module for staff and faculty for Leave application, attendance, payroll, salary slip, etc

? Grievance Portal [grievances.somaiya.edu] An online platform

to receive and act on complaints reported by stakeholders

• ? Myaccount portal [myaccount.somaiya.edu] A single portal for all our stakeholders covers necessary applications.

Wi-Fi facilities:

? College has dual internet connection facility, wired as well as WIFI, available on campus. Wifi is provided by Airtel (850Mbps) and Tata (150Mbps). The network backbone is connected by 10 G single mode optical fiber cable.

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/AOAR+2021-22+4.4.2+IT+Policy.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/AOAR+2021-22+4.4.2+IT+Policy.pdf</a>

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2373	312

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. ?50 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

A. All four of the above

### Capturing System (LCS) Mixing equipments and software for editing

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+23/4.1.1+Recording+Room.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/NAAC+23/4.1.1+Recording+Room.pdf</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)

359.25

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.

Certified staff of the project office maintain and repair the infrastructure facilities on campus. An online complaint for any repair work can be sent at <http://maintenance.somaiya.edu>.

AMC is used for water purifiers, Air conditioners, Lift, Fire extinguishers and pest control. Part of the college building's cleaning is contracted out.

Systems for managing both solid and liquid waste are in place.

The timetable committee assigns classrooms with timetable. LCD projectors, LAN, and Wi-Fi capabilities are present and accounted for in classrooms.

Equipment and consumables in the laboratory are maintained in a stock record.

Librarian, assistant librarian, and the library staff maintain upkeep and cleanliness in the library. Old publications are written off with the consent of the governing body.

The faculty and the coordinator for sports manage the college gymkhana. Timetable for using the indoor sports facilities is displayed.

Regular quarterly maintenance is performed on IT equipment. Internal audits are conducted every year with regard to the IT infrastructure.

AMC is given to Bhumi for maintenance of gardens.

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

48

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

6

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

**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**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://kjssc.somaiya.edu.in/en/capacity-development-programmes/">https://kjssc.somaiya.edu.in/en/capacity-development-programmes/</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year**

**643**

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>

**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'**

**A. All of the above**

**grievances Timely redressal of grievances through appropriate 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>

**5.2 - Student Progression**
**5.2.1 - Number of outgoing students who got placement during the year**

37

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**5.2.2 - Number of outgoing students progressing to higher education**

97

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>

**5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year**
**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**

9

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

37

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 college's Student's Council serves as the democratic voice of the students. The student council is a vibrant organisation that includes members of the NSS, NCC, Cultural Forum, as well as students from all courses. The council is continuously encouraged and motivated by the principal, Dean Students welfare and Students council for shouldering responsibility and excelling in all their endeavours. The General Secretary and Joint Secretary of the Cultural Forum receive assistance from the President and Secretary of the student council. By representing and carrying out plans from both sides, the Student Council members serve as a link between the student body and the administration. The student council supports maintaining the institute's status quo as a ragging free campus. They participate actively in a variety of academic, co-curricular, and extracurricular pursuits, including college clubs, panel discussions, seminars, essay competitions, memorial day celebrations, webinars, BOS, IQAC, IIC, and sports, which aids in their development as responsible citizens. A few remarkable endeavours solely handled by the student council requires special mention - monthly KJSSC BULLETIN edited, designed and published by them, in 2022-2023. Student's participation in a variety of activities like quote writing, Financial Literacy -

Life Cycle Investing and Career in Animation Graphics and Interior Designing etc. enhance their overall 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/student-council">https://kjssc.somaiya.edu.in/en/student-council</a>

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

9

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	<a href="#">View File</a>

### 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. Regular meetings of the association are held to discuss ways it might further the institution's development while also helping students. 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, commerce, career guidance etc. At least 4-6 lectures are held by the association in addition to the lectures held by individual departments engaging their alumni for these activities. Alumni offer training and placement to the students in their organizations. A Skill development for career in statistics and the session on walking the career path were conducted by alumni of the Department of statistics. Workshop on Nuts and Bolts of Scientific writing.

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 operates with a deep commitment to the founder's humanitarian vision. Their role encompasses recommending, assessing, and planning for the holistic development of students, covering intellectual, physical, spiritual, and social aspects. To achieve these objectives, the council makes crucial decisions related to finance, education, research, and strategic planning. They also set policies and oversee academic and administrative innovations.

The Finance Board is responsible for evaluating proposed expenditures and offering approval recommendations to the Management team. Curriculum development is learner-centered and aligns with the latest advancements with NEP guidelines & LOCF as suggested by UGC, receiving approval from both the Academic Council and the Board of Studies.

Effective leadership is demonstrated through a decentralized approach, with the principal being entrusted with operational flexibility. The Vice-Principal, Dean of Academic Affairs, Dean of Research & Consultancy, and Registrar/Office Superintendent share responsibilities to ensure efficient administration.

Department heads collaborate closely with both faculty and non-teaching staff to ensure the smooth functioning of the academic

system. Statutory and non-statutory committees oversee the successful implementation of initiatives, programs, and courses aimed at fostering students' horizontal and vertical progression. An essential aspect of this governance framework is the active engagement 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 serves as the college's top academic and administrative leader, receiving support from the Vice-Principal and IQAC (Internal Quality Assurance Cell). The Dean of Academic Affairs oversees academic activities, including curriculum development, syllabus creation, and gathering student feedback. On the other hand, the Dean of Research & Consultancy focuses on promoting research engagement among staff, informing academics about research collaboration opportunities, formulating policies, and suggesting incentives.

The department heads and coordinators play a pivotal role in translating concepts into practical actions, constituting the next tier in the organizational hierarchy.

The curriculum development process involves department members drafting the curriculum, which is then presented to the Board of Studies for evaluation, subsequently gaining approval from the Academic Council. The curriculum's implementation is a collaborative effort involving professors, teaching staff, and non-teaching staff. Furthermore, the involvement of current and former students is significant in various committees such as the Board of Studies, IQAC, and Student Council. The IQAC ensures representation of parent member on board.

Management's delegation of authority has empowered the institutions to foster their growth, facilitated by the active engagement of the entire workforce in diverse activities.

The principles of decentralization and participatory management

are evident in all the aspects of institutional functioning mentioned above.

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/AQAR23/1.Committees+list+2022-2023.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/1.Committees+list+2022-2023.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 focuses on key areas:

1. Aligning curriculum with employment needs for graduate job-readiness.
2. Enhancing faculty expertise through continuous learning.
3. Promoting research and development via industry collaborations.
4. Maximizing infrastructure use for efficiency and cost-effectiveness.
5. Implementing certificate programs for student skill development.
6. Meeting Institutional Social Responsibility (ISR) requirements.

Strategic plan implementation emphasizes IT integration in academic administration. Somaiya Vidyavihar Campus utilizes an in-house data center and software applications:

1. Bookworm Software: Manages library records for efficient cataloging.
2. Brainstorming Software (EMIS): Maintains student database, streamlining information management.

Both applications highlight the institute's commitment to tailored solutions. Additional software includes:

1. Sensys Software: Manages staff tasks like time management

and payroll.

2. Oracle Netsuite: Facilitates accounting for efficient financial management.

The institute's in-house software development underscores control and adaptability in library and student management. Over the last two years, online admissions streamlined processes, generating a Students Register for simplified record-keeping.

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 represents a diverse blend of individuals, comprising both academicians and industrialists. The Principal plays a pivotal role, acting as a crucial link between the management and human resources. The Principal works closely in association with the Vice Principal, the Dean of Academic Affairs, and the Dean of Research and Consultancy.

The execution of all academic and administrative procedures falls under the supervision of various stakeholders, including the Controller of Examination, department heads, the Coordinator of IQAC, the Student Council, faculty members, non-teaching personnel, and the conveners of numerous committees. The Principal convenes monthly meetings with the HODs, who subsequently conduct meetings with faculty members within their respective departments.

The administrative office is headed by the Registrar and is

further supported by the Office Superintendent, Accountant, as well as senior and junior clerks. This team efficiently manages communication and coordination between the affiliating university, management, faculty, non-teaching staff, and students.

To ensure smooth operations, Standard Operating Procedures (SOPs) have been developed and are rigorously adhered to for a wide range of academic and administrative tasks. Additionally, statutes governing teaching and non-teaching employees, the HR Policy, and the Administrative Manual of the State Government provide comprehensive guidelines, rules, and regulations governing various aspects, including recruitment, selection, compensation, incentives, promotions, and training processes. Leave policies, promotion policies, appointment policies, etc., for aided personnel are established by the affiliating university, while the management formulates these policies for the unaided workforce.

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://kjssc.somaiya.edu.in/en/organogram">https://kjssc.somaiya.edu.in/en/organogram</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) Document	<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

The institution offers a comprehensive array of benefits to its employees, enriching their professional and personal lives. These benefits encompass:

Work-life balance benefits:

- Various forms of leave, including casual, earned, medical, duty, and special leave.
- Compensatory leave and sabbatical options.
- Maternity and paternity leave policies.

Financial benefits:

- Encashment of earned leave.
- Employee Provident Fund (PF) contributions.
- Gratuity for long-term employees.
- Increments for employees upon achieving a Ph.D.
- Support for employees to access loans.

Education-related benefits:

- Installment payment options for fees and a book bank facility for non-teaching staff's wards.
- Festival advance and emergency credit facility.
- Financial assistance for the family in case of an employee's untimely demise.

Physical health benefits:

- Free health check-up camps.
- Facilities for indoor and outdoor games.

**Mental health benefits:**

- Awareness programs on health, technology, and stress management.
- Availability of a counselor.
- Yoga sessions and cultural activities like Haldi-Kumkum.

**Career development opportunities:**

- Induction programs for newly recruited faculty and non-teaching staff.
- Faculty Improvement Programs (FIP).
- Financial support through seed money and registration fees for development programs.

**Other intangible benefits:**

- Recognition of long-serving teaching and non-teaching staff with 'Long service awards'.
- Felicitation of achievers(teaching and Non-teaching).
- Access to internet and computing facilities for all faculty members.

These benefits demonstrate the institution's commitment to the well-being, professional growth, and overall development of its employees, fostering a positive work environment.

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**

11

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**

3

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.)**

8

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

Regular audits are crucial for the institution's financial accountability. Semi-annual reviews ensure transparency and compliance, covering financial transactions and records. The Chief Financial Officer receives an in-depth report from the annual statutory audit, providing a comprehensive examination of financial affairs. A Finance Committee oversees prudent financial management, approving an Institute-wide budget formulated from departmental requests.

Internally, an auditor appointed by the Somaiya Trust examines invoices, payments, receipts, and accounts for the preceding six months. Compliance audits follow, verifying adherence to legal requirements. Externally, chartered accountants conduct the Annual Statutory Audit, yielding certified financial statements.

Certifications of grant utilization from governmental entities are obtained, and the Trust submits a consolidated Return of Income based on audited records. These processes signify a commitment to financial transparency, accountability, and compliance with legal and regulatory requirements, establishing a robust financial management framework within the institution.

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

**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

The Finance & Accounts department collaborates across departments to formulate an annual budget, serving as the basis for the master budget. The Governing Body reviews and approves the Principal's proposed budget, emphasizing priority-based fund allocation, finalized according to resource requirements. Key sources of resource mobilization include tuition fees, management support, grants from governmental and non-governmental organizations, funds from government bodies, business houses, and private donors, as well as revenue from venue rentals.

These resources fund various institutional operations, including innovative teaching practices, NSS and NCC activities, seminars, Faculty Development Programs, staff salaries, examination charges, staff and student welfare, infrastructure maintenance, and procurement of essential equipment. Surpluses, if any, contribute to the college's capital fund, bolstering long-term financial sustainability and growth. This comprehensive financial strategy ensures responsible resource allocation, supporting the institution's strategic objectives.

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

### 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)

The institution has cultivated strategic Memoranda of Understanding (MoUs) with research and academic institutions, fostering valuable partnerships. Within the postgraduate program, a dedicated dissertation semester enhances students' skills and confidence. Esteemed collaborations with institutions like BARC, NIO, and IIT enrich academic activities, introducing cutting-edge developments and honing core and soft skills.

To inspire and engage, the institution organizes seminars and workshops. Faculty and students actively participate in Massive Open Online Courses (MOOCs) and Online Courses from NPTEL, Swayam, ARPIT, Coursera, earning recognition as an "Active Local Chapter" by NPTEL.

Adhering to Ministry of Human Resource Development (HRD) guidelines, the Institution Innovation Council (IIC) actively promotes innovation and start-ups, recently earning a 1-star rating. These efforts underline the institution's commitment to holistic education, extending beyond classrooms. They provide exposure to contemporary trends, research opportunities, and innovation-driven learning experiences, fostering a dynamic and enriching educational environment.

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

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

The institution maintains a structured academic calendar that covers the entire year. Each department formulates a comprehensive academic plan for the year, which is made available on the college website at the beginning of the year.

To ensure transparency and accountability, all faculty members maintain academic diary. These diaries are reviewed and signed by both the Dean, Academics and respective heads.

Feedback is actively sought from students twice a year, and this feedback is subsequently evaluated by the department head and

the Principal. The feedback report is used to address any issues or concerns with the concerned staff, promoting continuous improvement in teaching and learning experiences. Result analysis and CLO attainment analysis is carried out for the improvement of student performance.

These processes underscore the institution's commitment to maintaining high academic standards, fostering transparency, and continuously improving the quality of education provided to its 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/AQAR23/Feedback+Analysis+Reports.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/Feedback+Analysis+Reports.pdf</a>

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

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

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://kjssc.somaiya.edu.in/en/annual-reports">https://kjssc.somaiya.edu.in/en/annual-reports</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

Every year, WDC creates an action plan to guarantee a secure setting for gender justice sensitization. WDC and IQAC took the initiative to draft a policy statement to provide a secure atmosphere for all genders.

## Co-curricular Activities organized in 2022-23

Under MoU with the NGO Bharatiya Stree Shakti (BSS) various activities were organized as follows:

- Workshop on Gender sensitization was organized to spread awareness on inequality on 16th July 2022 in which 62 students were benefited by the activity.
- To enhance the confidence and skill of voice modulation, an Elocution competition was organized on 17th August 2022 on topic 'Status of women after 75 years of independence and contribution of women in the struggle for Independence'.
- Workshop on Gender discrimination and Sexual Harassment was organised on International Women's Day to spread awareness amongst students and faculty regarding gender discrimination, constitution rights of women, sexual harassment.

## Special facilities

- 24x7 security at the campus, CCTV cameras, a health care center, Fire alarms and extinguishers and Suggestion box
- Common rooms with first aid equipment for girls and boys.
- A counsellor is accessible to the students twice a week.
- A helpline for students is set up with the help of NGO Bharatiya Stree Shakti.

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/women-development-cell">https://kjssc.somaiya.edu.in/en/women-development-cell</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy**

B. Any 3 of the above

conservation: Solar energy Biogas  
 plant Wheeling to the Grid Sensor-based  
 energy conservation Use of LED bulbs/  
 power-efficient equipment

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 sensitize staff and students about waste management several workshops and seminars are organized.

Actions taken to reduce thrash output:

#### 1. Solid waste management

##### a. Curriculum:

- TYBSc Chemistry DSC Syllabus of Environmental Chemistry including Module of Environmental pollution control technology
- SYBSc Microbiology Core course on Environmental microbiology including module of Microbial bioremediation

##### b. Centralized waste management system on Campus.

To collect waste, thrash 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. The campus project office keeps track of the garbage's characteristics and takes action to enhance waste disposal.

#### 2. Liquid waste management

Through drainage pipelines, waste water from the college's

laboratories is gathered and sent to a PHYTORID plant for recycling. Without using chemicals, "Phytorid Technology" can naturally treat wastewaters. It is a more effective wetland ecosystem for wastewater treatment. The plants and trees on the college grounds are watered using recycled water.

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**

A. Any 4 or all 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

<p><b>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</b></p> <ol style="list-style-type: none"> <li><b>1. Green audit</b></li> <li><b>2. Energy audit</b></li> <li><b>3. Environment audit</b></li> <li><b>4. Clean and green campus recognitions/awards</b></li> <li><b>5. Beyond the campus environmental promotional activities</b></li> </ol>	<p><b>D. Any 1 of the above</b></p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>

<p><b>7.1.7 - The Institution has a disabled-friendly and barrier-free environment:</b>  <b>Ramps/lifts for easy access to classrooms and centres</b>  <b>Disabled-friendly washrooms</b>  <b>Signage including tactile path lights, display boards and signposts</b>  <b>Assistive technology and facilities for persons with disabilities:</b>  <b>accessible website, screen-reading software, mechanized equipment, etc.</b>  <b>Provision for enquiry and information: Human</b></p>	<p><b>C. Any 2 of the above</b></p>
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assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

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

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).

The K J Somaiya College of Science and Commerce values inclusivity and diversity because it helps students to reach their full potential by fostering a sense of social belonging.

### 1. Activities to Promote Social Harmony and Language

- Asmita is a marathi language festival organized every year by the college to promote rich regional culture.
- Fermented food festival from different cuisines organized by Microbiology department to develop the understanding of Fermented food products and their health effects.
- International Day of the World's Indigenous People and International year of Millets celebrated to know the food culture of tribal communities.
- Maharashtrachi Khadyajatra was organized to let people know the various authentic dishes of Maharashtra.

### 2. Awareness Programmes Organized:

The NSS unit of the college organized a series of webinars on topics like AIDS Awareness, Blood Banking, etc. The webinars aimed to create awareness about the respective topics through presentations and open discussions.

### 3. Festival Celebrations

- Every year, the Cultural Forum organizes Gurupournima and teachers day to honor teachers efforts
- Eco-friendly Rakhi Selling
- Departments do Dussehra Pooja and also have diwali celebrations
- Secret Santa celebrations bring about the pleasure of gifting

#### 4. Contribution to Social Cause

- Blood Donation camp
- Food Donation drive
- Promotion of bamboo products

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 sensitizes the students and the stakeholders of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enable them to conduct as a responsible citizen.

The institute conducts awareness programs on plastic ban, importance of hygiene practice, Swachh Bharat Abhiyan, adulteration of food, gender sensitisation and gender discrimination etc. involving students. The college establishes policies that reflect core values.

The college has undertaken celebration of national / International days and birthdays of eminent personalities. College curriculum is revised to inculcate values propounded by the new National Education Policy. Regular Parents-Teachers meetings are conducted.

NSS students volunteered for assistance to Police during Ganpati idol immersion, Voters ID registration, Swachhata Rally, saving the environment are a few of the other topics covered for

seminars/ drives.

Workshops on Guru Shishya Parampara-Backbone of Ancient Indian Culture were conducted by the MulyaPravah Committee.

The Code of Conduct Committee formulates policies that reflect core values and prepares a Code of conduct for all the stakeholders. The same is propagated amongst the students during the induction programme, regular posts on social media, website, etc.

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

National statistics day is celebrated on 29th June 2022 to create awareness among students about the importance of Statistics in our life development process. On 30th July 2022, seminar on "Human Trafficking and Technology" organized by the Business Law department on World Day Against Trafficking in Person.

Azadi ka Amrit Mahotsav was celebrated by organizing various activities by all departments and committees of the college. The World Wildlife day was celebrated on 4th October 2022 in order to know about the significance of this day and thereby, acknowledging the importance of animals in the living world.

National Constitution Day was celebrated on 26th November 2022 to commemorate the adoption of the constitution of India. Bhartiya bhasha din was organized on 12th December 2022 to learn about different cultures and understand different languages of India.

To honor Netaji Subhas Chandra Bose, 'Parakaram diwas' was celebrated on 23rd January 2023. Activities were organized to honor the great warrior Chhatrapati Shivaji Maharaj on 20th February 2023. International Women Day Celebration was held on 8th March 2023 to create awareness of the gender-neutral world.

Annual Department festivals are organized and celebrated by the students of each department in the college.

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 would like to promulgate the following two best practices, "Learn from stalwarts" and "Enriching expressions," which encourages active learning from renowned speakers from top universities and institute alumni of eminence, respectively.

#### Best Practice-1

##### 1. Title of the Practice

Learn From Stalwarts

##### 2. Objectives of the Practice

- Fostering participation in learning among students
- Enables the students to discuss significant issues from a variety of angles, raising students' interest in and engagement with the course material.
- Actively engage Students in a variety of experiences while furthering the objectives of a certain curriculum.

#### Best Practice-2

##### 1. Title of the Practice

Enriching Expressions

##### 2. Objective of the Practice

- Encourage, cultivate and promote strong relationships between K J Somaiya College of Science and Commerce and its Alumni for the advancement of the institution in the areas of industry contact, admissions, internships and placement.
- Alumni make excellent mentors for current students since they can impart knowledge on the competitive job market to help them choose better options.

File Description	Documents
Best practices in the Institutional website	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/Best+Practice++2022-23.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/Best+Practice++2022-23.pdf</a>
Any other relevant information	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/Criteria+7.2+list+of+doc+(3).pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/Criteria+7.2+list+of+doc+(3).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)

As mentioned, the Institute owns the responsibility of contributing towards the community and society in large. In tune with this goal, a plethora of initiatives are undertaken through -

- NSS
- NCC
- DLLE
- Science and Commerce Departments
- Overall Institute

#### CONTRIBUTION AND OUTCOMES:

##### Physical Well-Being -

- Blood Donation Drives
- Awareness sessions for disease conditions

##### Mental Well-Being-

- Outreach program at Z.P. Prathmik shala, Panvel
- Community work at Samarth Bharat Vyaspeeth under Bhatu Sawant sir

##### Financial Well-Being -

- Warli Gifts - We give Warli Gifts to all of our visitors/Guests and support the Warli tribals.

- Food Donation Drive

#### Responsible Citizenship Promotion-

- Voter card registration drives
- Visit to High Court

#### Sensitization towards environment issues-

- Regular beach clean-ups, mangrove conservation, and tree plantations are done.
- To promote ban on use of plastic bags, A special screening of documentary film 'The Story of Plastic' was arranged.
- Promoting the usage of eco-friendly products

#### MoU with Social Work Nirmala Niketan:

- MoU was signed with Social Work Nirmala Niketan to train volunteers through appreciation course.
- Under this MoU orientation and Appreciation course was conducted to give the students an understanding about social work and the role of volunteering.

File Description	Documents
Appropriate link in the institutional website	<a href="https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/Write+up+of+Institutional+Dist+inctiveness+.pdf">https://kjssc-sr.s3.ap-south-1.amazonaws.com/AQAR23/Write+up+of+Institutional+Dist+inctiveness+.pdf</a>
Any other relevant information	<a href="#">View File</a>

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

##### Action Plan 2023-2024

##### Criteria I

##### Proposed activity

##### Tentative date/ schedule

##### Enhance the enrolment in NPTEL-SWAYAM Courses

##### Both Semester

Promote Research at UG level

Both Semester

Strengthen feedback cycle.

September 2023

Criteria II

Popularize basic courses in Science.

June-September

2023.

Develop e-content

June 2023-March 2024

Criteria III

Encouraging teachers to apply for the Minor / Major research grants

During the academic year

Sessions for enhancing Consultancy grants

All round the year

Increase the functionality under all MoUs

During the academic year

Criteria IV

Classroom renovation May-June 2023

Criteria V

Popularising the scholarship schemes

June-August

Strengthening placement drives

During the academic year

Departmental Alumni meet

During the academic year

Criteria VI

Strategic and Perspective Plan

July End

Monitor outcome of programmes/ courses.

Semester End

Criteria VII

Activities to promote Inclusivity, values, rights, duties and responsibilities of citizens

During the academic year

Empowerment of Tribal artists

During the academic year Credit course in Environmental Science

During the academic year