



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

THE S.I.A. COLLEGE OF HIGHER
EDUCATION

- Name of the Head of the institution DR. PADMAJA ARVIND
- Designation Principal (in-charge)
- Does the institution function from its own campus? Yes
- Phone no./Alternate phone no. 9323786842
- Mobile no 9323786842
- Registered e-mail principal@thesiacollege.com
- Alternate e-mail office@thesiacollege.com
- Address P- 88 MIDC residential area, Dombivli Gymkhana Road , Near Balaji Mandir, Dombivli (East) -421203
- City/Town Dombivli
- State/UT Maharashtra
- Pin Code 421203

2.Institutional status

- Affiliated /Constituent Affiliated
- Type of Institution Co-education
- Location Rural

- Financial Status **Self-financing**
- Name of the Affiliating University **University of Mumbai**
- Name of the IQAC Coordinator **Booma Halpeth**
- Phone No. **09967030340**
- Alternate phone No. **02512449891**
- Mobile **9967030340**
- IQAC e-mail address **iqac@thesiacollege.com**
- Alternate Email address **siaiqac2021@gmail.com**

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

<https://thesiacollege.edu.in/wp-content/uploads/2022/12/AQAR-2020-21.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

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

<https://thesiacollege.edu.in/wp-content/uploads/2022/12/academic-calendar-2021.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.54	2016	05/11/2016	05/11/2021

6. Date of Establishment of IQAC

27/04/2015

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of

[View File](#)

IQAC

9.No. of IQAC meetings held during the year **3**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the 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)

Workshop was organised on e-Sanchalan, administration and finance, excel shortcuts, tools for e-learning, bodhitree

A workshop was organised to train the faculty on teacher's diary

An online workshop on National Education Policy was organised in collaboration with IQAC Cluster India

IQAC recommended the following and the same was implemented: -Common Learner's assessment test n in order to evaluate the slow and advanced learners - Mapping of CO with teaching plan - Automation of MIS

12.Plan of action chalked out by the IQAC in 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
Communication skills	Campus to Corporate communication skills training was conducted for TY classes.in collaboration with Barclays Bank. 288 students from TY classes attended the session
Collaborations/MOU's	MOU's were signed with Garware Institute, Excelr and Innovsource for short term courses and placement. Employability course in retail, Office Assistant, IT were offered in collaboration with Garware Institute of Career Development.109 students attended the session. 30 students completed certification. 24 students completed Data analytics and Python programming certification
Bridge Course	Bridge Course was conducted by BCOM, BBI, BMS, BAMMC and BSc-IT programs in subjects of theirfield where gap was identified and a total of 264 students from above mentioned program completed the course.
Experiential Learning	1. Innovators expo - A platform to showcase their learning on marketing, 4p's, social media as a tool etc. 50 Students from TYBAMMC participated in the exhibition and 445 students and faculty members visited the exhibition. 2. Darwinism of Money - An exhibition to understand the evolution of money and display of coins from different era was conducted . 52 students attended the exhibition
Career Guidance Lectures	1. A session on Career

	opportunities in Banking Sector jobs was conducted and 196 students attended the session 2.A session on Career Opportunities in Animation was conducted and 267 students attended the session 3.A session on Career opportunities as Computer Accountants was conducted and 364 students attended the session
Counselling for parents - Counselling Cell	A session on Interpersonal relationships, stress management during pandemic. A total of 337 parents attended the session
Reporting System - SIA Techlink	Management Information System through e-Sanchalan software was implemented

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
Standing Committee	10/12/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	THE S.I.A. COLLEGE OF HIGHER EDUCATION
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• State/UT	Maharashtra
• Pin Code	421203
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• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing
• Name of the Affiliating University	University of Mumbai

• Name of the IQAC Coordinator	Booma Halpeth				
• Phone No.	09967030340				
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• if yes, whether it is uploaded in the Institutional website Web link:	https://thesiacollege.edu.in/wp-content/uploads/2022/12/academic-calendar-2021.pdf				
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- Name of the statutory body

Name	Date of meeting(s)
Standing Committee	10/12/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021 -22	22/12/2022

15.Multidisciplinary / interdisciplinary

The current curriculum comprises of courses such as Foundation course, Mathematics, green computing, communication and Information Technology and they are offered across programs from all the three disciplines thereby integrating humanities and Science with STEM. The institution is affiliated to University of Mumbai and follows the curricula offered by the University and

follows credit-based grading system. Under the curriculum there are courses like foundation course, environmental management/science that covers environmental education and projects are given as part of the learning and assessment process. The institution plans to create innovative and flexible curriculum once the new education policy is implemented through the university with proper procedures. In addition, The future focus of institution will be to engage faculty members and the students to undertake research projects under extension cells. Encourage the faculty members to apply for minor research projects on challenging issues and identify solutions to address the same.

The institution also tries to promote multidisciplinary/interdisciplinary approach through

- Short term courses
- The industry expert lectures
- The club activities organized at the department level

16.Academic bank of credits (ABC):

As the institution is affiliated to University of Mumbai and the University is yet to implement the Academic bank of credit scheme, the institution is currently offering the programs under the credit based grading system. The institution has identified certain short term courses that can be offered for students and the syllabus for the same is being designed by the faculty members. The same courses can further be considered under the ABC scheme by offering credits in future. As the institution is an affiliated college of University of Mumbai and the University is yet to implement the ABC so have not yet registered under the ABC and hence currently there is no multiple entry and exit system for the chosen programme. At present, Joint degrees with Indian and foreign Institutions is also not applicable. The institution however, has identified additional courses that can be offered along with the curriculum and the same are either designed by the faculty member or outside agencies are identified to offer the same

17.Skill development:

The Institution has conducted soft skill training as a part of the BFSI-BDE programme to prepare the students for employment and in addition, has been offering soft skill training to the

students either through the curriculum designed by the faculty members or through outside agencies.

The programmes offered under University of Mumbai include foundation course that helps the learner to develop humanistic, ethical, constitutional and Universal human values, righteous conduct, peace, love, nonviolence, scientific temper, citizenship values, life skills etc.

The institution has associated with Garware Institute for Career Development and ExcelR in order to provide training and certification for students in vocational skills. These courses are conducted by the Master trainers from the industry.

The Vocational courses are offered was offered via online mode to the learners

The Institution gives preference to skill development of all the students for employability. In this regard, efforts have been taken to inculcate Vocational skills through short term courses by collaborating with various organisations. Soft skill training was given to students through the institution and by collaborating with outside agencies like Barclays Bank.

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

The institution will design in future courses on Indian Knowledge system as and when need arises. The institution will prepare itself for offering the same in future.

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

The Institution has taken several initiatives to transform its curriculum towards Outcome based Education and it include:

Learner assessment system

Identification of Slow and advanced learners

Bridge course

Mapping teaching plan with Course outcomes

Designing Methodologies using experiential, participative, collaborative learning

The institution takes several efforts in order to impart and capture outcome based education in teaching and learning practices. To highlight a few:

- Teaching Methodologies include experiential, participative and collaborative learning
- Assessment methodologies include projects, presentation, case studies, field visits, assignments etc. The institution focuses on developing skill based knowledge and application among the students. In this regard, the SIA Techlink , the incubation center of the college involves students who design and develop software which is used by the college for various purposes

20.Distance education/online education:

The institution uses Microsoft Teams for Teaching and learning activities. In addition, the faculty members use google classroom, youtube videos, Bodhi tree and various other tools for the teaching purpose.

Faculty: Faculty members are deputed to attend workshops and training organized by other institutions for blended mode of teaching and learning.

Students: Several expert lectures and activities are conducted via blended mode in order to facilitate learning.

The institution is a charter for NPTEL through which students are encouraged to undertake certificate courses via online mode. Institution has also taken efforts to encourage students to enrol in courses offered by SWAYAM.

Extended Profile

1.Programme

1.1 337

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 1724

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 0Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 534

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 30

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 34

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	337
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1724
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	0
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	534
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	30
File Description	Documents
Data Template	View File

3.2	34
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	21
Total number of Classrooms and Seminar halls	
4.2	99.14
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	126
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

The College is affiliated to University of Mumbai and adopts a Choice Based Credit System of evaluation and syllabus prescribed by University in a modular form.

The institution provides a) Core Subjects and b) Elective Subjects as per the directives of University of Mumbai. The IQAC of the college provides suggestions and plans various strategies to be implemented for effective curriculum delivery. The following strategies are adopted for the same.

Departmental meetings:

Periodical meetings are conducted by the department about implementation of the curriculum.

Academic calendar:

Academic calendar provides information about activities to achieve academic excellence. It is prepared by the IQAC of the college in consultation with the head of departments at the beginning of every academic year.

Teaching plan:

Teaching plan provides information about the framework, strategies and methodologies to be implemented in order to complete the curriculum.

Time table:

Creation of timetable provides a proper schedule of lectures of different courses, along with specification of the individual workload of each faculty.

Learning Resources:

Lectures, notes and reading material and LMS platform are provided to the students to supplement effective learning. In addition, library books are also available for additional reference.

Industry expert lectures and workshops:

Industry expert lectures and workshops are arranged to bridge the gap between academics and industrial practices.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The academic calendar is created to provide a proper structure to the functioning of various curricular, cocurricular and extra-curricular activities in one academic year. There are four levels in implementation:

1.University Academic calendar

2.College academic calendar

3.Department academic calendar

4.Teaching plans

The academic calendar comprises of:

- Important days celebrated by the institution
- Start and end of academic session
- Mid-term and festival breaks
- Celebration of inter-collegiate events
- Internal and external examination tentative timetable

1. All important days and events are celebrated by the institution timely as mentioned in the calendar.
2. Start and end of the academic sessions are followed properly and any revision or modification suggested by the University are incorporated from time to time.
3. Internal examination dates are provided well in advance to the students through the academic calendar, so that students can prepare for their examinations and make suitable arrangements for any personal commitment.
4. Continuous internal evaluation in the form of class tests, mid-term examination, preliminary examinations and projects are mentioned in the calendar and conducted to improve the performance of the students academically.

Performance of the students in these examinations are analysed and communicated to the parents and students during parent-teacher meetings. This helps parents and students understand the extent of learning and devise measures to improve scores in final examinations

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of

A. All of the above

the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

7

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

7

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

105

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Cross- cutting issues relevant to Gender, Environment & Sustainability, Human Values and Professional Ethics are integrated directly or indirectly into the curriculum designed by the University of Mumbai

Professional Ethics:

- Professional ethics are integrated in different courses across different programs.
- Exposure to such courses makes students aware of the various ethical practices that they should adhere to in their professional life.

Gender:

- Gender sensitization is an important component included in various courses offered under different programs.
- Students are made aware of the rights and laws of women, and how they can be protected against exploitation and are also taught various methods and strategies to attain women empowerment.

Human Values:

- One of the important responsibilities of the education system includes sensitization of students towards various issues of the society.
- Knowledge alone cannot satisfy one emotionally and socially; a blend of information and feeling is required to attain a sense of fulfilment. The programs and courses are so designed to incorporate human values such as peace, honesty, equality, justice, patriotism, democracy, and so on.

Environment and Sustainability:

- Students need to be sensitive to the changing demands of the environment, and develop measures that focus on sustainability.
- Courses and programs offered by the institution make the students aware about the grave environmental issues and help them find out methods of making the environment clear and greener.
- Activities organized by clubs and committees also encourage use of eco-friendly or recyclable products.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

67

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

3054

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni **A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://thesiacollege.edu.in/wp-content/uploads/2022/11/Feedback_21-22_website.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://thesiacollege.edu.in/wp-content/uploads/2022/11/Feedback_21-22_website.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

639

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

281

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students using different mechanisms

- A common learner assessment test to identify learner levels
- Incorporation of different strategies for slow and advanced learners in the teaching learning methods

Programs for advanced learners:

Advanced learners are encouraged to take up peer teaching for the slow learners which helps them improve the understanding of their concepts. The departmental club organizes co-curricular activities such as Quiz, Power-Point Presentation Competition, Elocution, Group Discussion, and so on, periodically to build the knowledge of the students and encourages them to delve deeper into the subject. The SIA Techlink is a special platform provided by the college where students can get hands-on experience of developing projects by putting knowledge into practice. Subject expert lectures are organized to provide additional support to the students in improving their academic performance.

Programs for slow learners:

For Slow learners, Individual doubt solving sessions are kept for students. Peer learning also helps them resolve doubts in a friendly and co-operative manner. Question banks and Subject-expert lectures are also arranged to improve the performance in examination. Remedial lectures are also organized for students who are unable to clear examination successfully.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1724	30

File Description	Documents
Any additional information	View File

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

The student learning experience is enhanced through the adoption of varied methodologies namely :

Experiential Learning -

Club activities ,SIA TechLink, Field Visits, are done in order to give hands on experience about the topics covered in the syllabus.

Participative Learning

Club activities,Seminars,Group Projects,Industrial visits,Peer learning methods are adopted to enhance learning experience and also to inculcate managerial skills, leadership quality, team spirit and synergy among students

Problem Solving

Additional assignments are given for students of Accountancy and Mathematics to improve their logical thinking.

Case studies are adopted to enhance critical and analytical skills.

In addition, video screening and group activities are organized for the students where small cases are discussed and the problem at hand is solved by the students.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description

in maximum of 200 words

The institution has adopted certain measures to facilitate ICT-enabled teaching-learning process:

- All classrooms have access to projectors, laptop connections and WIFI.
- Smart class facility has been set up in two classrooms.
- The library is well-equipped with 10 desktops, each having LAN connection, for students to access reading material and conduct research activity.
- College has also made provision for laptops for the faculty.
- Faculties of the College have used various online platforms in different capacity for engaging lectures and sharing reading material such as Zoom and Google Classroom.
- The College has initiated and invested in Microsoft campus agreement since 2018-19 which enabled faculty to conduct lectures effectively on Microsoft Teams, even during the outbreak of pandemic. This served as the uniform platform for lecture delivery extensively.
- Faculties also try to improve student participation and engagement by adopting different tools like videos, case studies, e-books, quiz, flip-classrooms, group-discussion methods, and so on.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

29

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

14

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

29

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

155

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution has introduced several reforms in the examination and evaluation process. As an affiliated institution, Semester I to IV external examination assessment at the UG level is conducted by the College, in accordance with the rules and regulations framed by the University of Mumbai. Semester V and VI examinations are conducted at university level.

As per the framework provided by Mumbai University, 75 marks are allotted for external evaluation and 25 marks are reserved for internal evaluation at the UG level, which is further sub-divided into 20 marks for test and 5 marks for attendance and overall performance in class.

At the PG level, assessment is bifurcated into 60 marks for external examination and 40 marks for internal evaluation. 50 marks assigned for practical examination at both UG and PG level for Science stream.

Some of the measures to improve the examination process:

- Periodic assignments, presentations and class tests are undertaken
- Projects are allotted for subjects like Foundation Course
- Tutorials are conducted for subjects like Business Communication and Mathematics

These activities are directed at improving the academic performance of students and help them improve their scores in examination.

Due to the pandemic, internal and external examinations were

conducted online

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The mechanism to deal with internal examination grievances include:

There is a grievance committee that takes care of the exam related grievances according to the rules of the university. The grievance policy is displayed in the website for the reference of the students and after the declaration of results the notice is circulated to the students so that they can apply for the revaluation. The time frame is 15 days from the declaration of the results. once the grievance is received the committee provides the xerox copies to the students. The students can also apply for the re-evaluation wherein the external examiners are appointed for the same. The grievance committee declares the results.

In 2021-22 the university has sent a circular stating that grievances are not applicable during the pandemic as the examinations were conducted online

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Programme and Course Outcomes for all programmes are stated clearly coursewise and the same is displayed on the website and is communicated to teachers and students. The faculty members include the CO's and PO's in their lecture presentations

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The College has developed a system to measure the attainment of PO and CO, which includes:

Result analysis:

CO-PO attainment is calculated through the results at the end of the year in order to understand the academic growth of students

.

Student Progression

After completing UG in our college, students have enrolled for higher education for PG courses for various programs which reflects attainment of Program Outcome.

Placement

The College boasts of an active placement cell, that works towards the progression of the students. The placement cell ensures that students get opportunities to explore jobs as well as higher studies in the market. Academically inclined students are sent for interviews, and many also got selected in campus placement.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

534

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://thesiacollege.edu.in/wp-content/uploads/2022/12/Annual-Report-21-22-23-12-22-New-final.pdf

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://thesiacollege.edu.in/wp-content/uploads/2022/12/General_feedback_21-22_FINAL1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

00

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Incubation Center :

1. IAI Cell

In order to bridge the gap between academia and industry the IAI cell of the college brings together aspiring students and enlightened experts. The industry experts share their valuable insights with the students, which eases their adaptability when they enter the corporate world as a professional.

SIA Tech-link

1. Students, faculty members as well as non- teaching staff members are given exposure to work and create live projects which gives them hands-on experience at handling different responsibilities and make them industry ready. Faculty members identify need for creating indigenous software for automation and smooth functioning of college processes. In this process, faculty members identify students who can be involved in the software development process and prepare them for same. College is using e-Sanchalan software for managing all the administrative functions. Modules like MIS and Online Payment (Rozerpay) are developed by teaching and non- teaching staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://thesiacollege.edu.in/sia-techlink/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

3

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

00

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

4

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The College strives to provide holistic development for the students by involving them to participate in different activities related to social concerns. In this regard, extension activities connect with the community by organizing various programs creating awareness on environment, health and wellness, cleanliness, and addressing social issues such as gender, old age, destitute, and drug addiction.

Activities related to environmental conservation:

Nirmalya collection

These activities sensitize students about the importance of environment and create awareness regarding protection of environment from further degradation.

1. Activities associated with health and wellness:

1. Vaccination drives
 - COVID-19
2. Blood donation Camp
3. Awareness campaigns

Survey on TB

Pulse polio drive

1. Sanitary Pad Distribution drive

The activities are organized for students as well as neighbourhood community to create awareness regarding various preventive measures that can be adopted to maintain good health

and hygiene personally.

1. Sensitizing towards Social Concerns:

1. Mask Distribution
2. Transgender -Raksha Bandhan Celebration
3. Self Introspection - Celebration of women day
4. Voter Registration Drive

1. Donations for community:

- Donation Drive with KAASH Foundation
- Food grain Maitri old age Home
- Food grain at Janani Ashish - Home for Orphans

File Description	Documents
Paste link for additional information	https://thesiacollege.edu.in/nss/#1655287041606-449ecaa2-5c6e
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

10

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red

Cross/ YRC etc., during the year

62

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

2141

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

1

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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 equipment etc.

- The college has the following infrastructure facilities: 20 classrooms out of which 19 have mounted projectors, 2 have smart classroom, 1 portable projector for ICT based learning
- Library: spacious library spread over 2000 square feet, with 10 computers and seating capacity of 100 students, reprography, printer and scanner facilities.
- The College has 3 computer laboratories with a total capacity of 96 computer systems, out of which, 40 systems have high configuration of Intel Core i5 with 16 GB RAM and 26 systems have Intel Core i5 with 8 GB RAM and remaining 30 with 4 GB RAM. The College also has one well

equipped Electronic Laboratory.

- The college has licensed software, wifi facility, Microsoft 365 package for online operations with 1 TB Virtual Storage.
- College has dedicated server facilities to manage all necessary IT requirements.
- SIA-Techlink, incubation center of the College, has 5 computers with internet facility.
- College has spacious auditorium, well designed separate staff rooms and committee Rooms, 2000 square feet canteen, garden for medicinal, flowering plants and butterfly garden

The college has CCTV(36) surveillance, lift facility, ramp slopes, wheelchair facility, washroom , sanitary winding machine, water dispenser, adequate Fire extinguisher ,First-aid box and biometric system

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

Auditorium:

- A spacious auditorium for celebrating cultural functions and festivals having Podium with inbuilt sound System, Separate sound system with wireless mike facility for conducting seminars and other activities.

College Ground:

- The spacious open ground serves as the ideal place for hosting various functions, festivals, sports.

Gymkhana:

- Gymkhana houses adequate equipment required for smooth conduct of indoor games and activities including chess board, carrom boards, table tennis and taekwondo.

Common Room for Boys and Girls:

- Exclusive rooms are provided separately for boys and girls to meet, discuss and spend leisure time with friends.

Other Facilities:

- Portable trolley Speaker 3 sets of small speakers. Collar Mike (2) Yoga Mats Podium with inbuilt sound System.

The presence of these facilities contributes to overall personality development of the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

21

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

19.05

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

SIA - Granthalaya Software is web integrated software, customised on IP address <http://103.190.14.234:8082/granthalaya>. It manages and stores all information related to books and journals electronically and helps both students and library staff to keep a constant track of all the books available in the library. It consists of features like user login, Online Public Access Catalogue (OPAC), Accessioning, Circulation, report generation for the library administration.

Users can send request for needed books, view the history of books borrowed, list of requested books and also option to cancel requested books, change the password and so on .

There is option for librarian to prepare all kinds of reports regarding library functions.

updatation of students database through e- Sanchalan (office software), provision of uploading E resources like E books, E Journals and E Questions papers, generating, exporting and saving reports in excel format and provision of OPAC in SIA Granthalaya Home Page are additional features.

In the year 2021-22 the following features are upgraded:

- instant request option to those students, who returned the two books simultaneously. -- uploading E papers under E resources

-uploading Book images, so that it will help the students to request the correct book

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://103.190.14.234:8082/granthalaya/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **B. Any 3 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

2.58

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

72.84

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The Institution constantly upgrades its IT facilities for its smooth functioning. In the year 2021-22, the following was done:

- S.I.A grantalaya - instant request option to those students, who returned the two books simultaneously. -- uploading E papers under E resources

-uploading Book images, so that it will help the students to request the correct book.

- MIS (Management Information System) - Software based MIS system was incorporated in e-Sanchalan

- Online Payment facility through payment gateway

- Renewal of Microsoft agreement

- Renewal of Internet Lease Line for internet

- Purchased Lan switches and Wi-Fi router

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

126

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

62.13

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The infrastructure and maintenance committee recommends the new infrastructure requirements to the management and takes care of the maintenance of the same.

Laboratory:

- Allocation is done according to the timetable by the HOD's
- Maintenance of Computing facilities, LAN Networks, Wi-fi facilities, CCTV cameras are done by System administrator
- Antivirus and firewalls are installed and updated regularly

Library :

Booking of books from the library is done via SIA -Granthalaya

Issuing of books is done physically by the library staff

Record of entry of students and faculty members are maintained

Repographic facilities are provided by the library staff and record for the same is maintained

Sports:

Director of Physical Education and sports along with one staff handle sports related activities. All sports equipment is well maintained and inspected periodically.

Support Facilities:

Housekeeping staff is responsible of Upkeep of classrooms, benches, windows, corridors, and other physical infrastructure, maintenance, and repair for the same is performed as and when required.

Security guards hired for preventing entry of any unauthorized person in the campus.

Lift facility, Maintenance and upkeep of garden and green surrounding is done periodically. Fire Extinguishers have been stationed in each floor for emergency. Generators are also provided as backup against load shedding/ power failure

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://thesiacollege.edu.in/wp-content/uploads/2021/10/Procedure-and-policies.pdf

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support**

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

16

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

23

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

196

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1182

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

36

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

46

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

3

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

10

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student Representation

Numerous opportunities for students representation is offered in various bodies of the institution.

The student council of the college elects the General Secretary and Assistant General Secretary.

The General Secretary represent the student at various committees and forum like CDC, IQAC.

Student representatives are appointed in various committees such as ICC, Student Council, NSS, CDC, IQAC, Marathi Vanghmai Mandal, DLLE, Magazine and Library club

Student Engagement:

Students are provided opportunity to be a part of the committees and clubs as leaders and members. They are encouraged to plan and execute various activities. They organize several festivals like Pongal, Navratri, Ganpati etc and also intercollegiate fests like Sparklers and Dazzlers. In addition, they participate in various programmes that addresses social issues, community development, awareness drive etc. The various events that are conducted through the above mentioned committees involve students from ideation to implementation and conduct of the events. The students develop team skills, leadership qualities, communication skills, planning and resource mobilization through these activities.

Department clubs are managed by the students, which enables them to organize various competitions at interdepartmental level. The clubs organizes competitions like Quiz competition, Research seminar, Poster making, essay writing, Case study competitions, etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the

Institution participated during the year

4

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The S.I.A College has a registered Alumni association and being a 10 year old institution the alumni are in their early stages of their career. The Alumni association arranges annual activity to promotes networking. In addition, the alumni contribute monetarily through material contribution for NSS, Sparklers, relief activities etc. In addition, the alumni also connect the placement cell with the Key members of the HR cell of their employer and arrange for internships and placement for the students. The alumni also contribute academically by conducting training programmes, workshops and guest lectures for the current batches. They are associated with SIA techlink the incubation cell of the college and provide guidance for their juniors for software development

File Description	Documents
Paste link for additional information	https://thesiacollege.edu.in/alumni-activities/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs

(INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

"The SIA College of Higher Education strives for comprehensive education by equipping students with latest skills and tools to acquire competence, quality education to face the dynamically evolving society."

Mission:

"To develop rich pool of talented, employable professionals and with a strong foundation on ethical, moral values and social values to become responsible citizens."

The College strives to achieve academic and professional excellence through proper governance and decision-making. At the beginning of the academic year, IQAC meets up with the head of the departments and committees to discuss about new policies and strategies and proposals that need to be adopted in the coming year. Inputs and suggestions received in this meeting are discussed with the Principal, who presents the same to the Management Committee for further action. After the approval, the Principal, along with IQAC team implements the same for the current academic year.

IQAC also plays a vital role in designing the perspective plan of the College that targets various benchmarks. After careful deliberations, these strategies are approved by the Principal and management committee and also incorporated in designing the perspective plan. Decisions regarding planning and implementation of all activities and programs in the college are undertaken by head of departments and committees, in cooperation with all faculty members and other stakeholders of the college

File Description	Documents
Paste link for additional information	https://thesiacollege.edu.in/aboutus/#visionmission
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization is done through appointment of department heads and committee heads. The heads are responsible for guiding and leading their team to attain the desired outcomes. They design strategies collectively with the team members and plan the activities for the year and involve them in smooth conduct of activities.

As a case study of decentralisation, the Student Council of the college represents a good example. The council organizes several activities throughout the year to bring out the potential of the students. The convener of the committee is the leader who steers the team through the process of planning the events. He delegates the responsibilities to the faculty team members and student representatives who take active part in the implementation of the plan. The committee celebrates various festivals and organizes cultural and student-centric activities throughout the year. Student representative such as GS and AGS and other student members are involved in all the stages of planning, budget preparation, coordination with the event heads, guests and other stages of event management. The head ensures smooth upward and downward communication and also takes feedback and suggestions from the team before and after implementing any strategies

File Description	Documents
Paste link for additional information	https://thesiacollege.edu.in/student-council/#1658828829522-80aa81d0-clc8
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective plan is executed in line with the vision and mission statement of the College.

Activity successfully implemented based on the perspective plan:

Strengthening Teaching -Learning:

- Implemented Various methods of Teaching through online through Micro soft Teams . Over and above , implemented experiential, participative learning and problem solving and peer-learning methods through offline mode.
- Student faculty exchange program was also initiated .
- Under IQAC ,training was conducted for effective teaching and learning for the faculty members.
- Identified slow and advanced learners to adopt teaching strategies.
- Efforts were taken to mentor the students for academic progress.

Outcome of the above measures :

- The institution achieved overall 80 % results across all the Programs at the third year.
- During feedback more than 50% of students agreed that use of ICT in teaching learning, activity based teaching methods helped them to understand the curriculum in a better manner.
- Similarly, 50% and above students were satisfied with the mentoring process which helps them to solve personal or academic problem.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://thesiacollege.edu.in/wp-content/uploads/2022/12/Perspective-Plan-2022-Copy.pdf
Upload any additional information	View File

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

Administrative set-up - Academic activities are managed through the Head of department and their team. The non-academic activities are managed through the committee convenors.

Office Superintendent and the junior clerk takes the responsibility of administration, finance and examination and University-related activities.

Admission

The admission committee constituted by the College ensures that admission policies and procedures are fair, transparent, ethical and timely, accessible to a diverse range of prospective students as per the directives of the affiliated University.

Selection and recruitment process

The institution ensures openness and transparency in all the steps to appoint eligible candidates without any discrimination by adopting policies as prescribed by University of Mumbai

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://thesiacollege.edu.in/wp-content/uploads/2022/12/organogram_21-22.pdf
Upload any additional information	View File

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	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution believes in providing a friendly, supportive and secure atmosphere to the staff, a comfortable environment for working, along with encouragement for progressing personally and professionally. In this regard, many welfare measures have been put in place for teaching as well as non-teaching staff:

Teaching Staff:

- Financial support is provided to attend workshops, seminars and conferences
- PF and pension facility is provided
- 3 months paid Maternity leave is provided
- Duty leave is granted for any academic purposes
- Browsing facility is available for teachers pursuing research

Non-teaching staff:

- Festival loans are provided
- Uniforms, bags and raincoats are provided to class IV employees
- Salaries are given in advance to non-teaching staff during festivals

Other welfare measures include:

- Interest-free personal loans are provided
- Canteen facility is available
- Internal complaints committee is formed to protect women from exploitation at workplace
- Staff academy arranges sessions on maintenance and improvement of physical, social and mental health for all
- Staff picnic is also arranged at the end of the academic year

Staff academy felicitates staff for their achievements, personal or professional

File Description	Documents
Paste link for additional information	https://thesiacollege.edu.in/wp-content/uploads/2021/12/Welfare-Measures-Policy-1.pdf
Upload any additional information	View File

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

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

1

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

6

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Appraising and appreciating the contribution of teaching and non-teaching staff throughout the year is an important activity that the institution carries out. Performance appraisal not only highlights the efforts undertaken by the faculty, but also provides room for further growth and development in the future. Based

on the appraisal, suitable suggestions are given to the staff to empower them and motivate them to excel professionally.

In this regards, the college has a structured performance appraisal system in place for teaching and non-teaching staff.

The performance appraisal consists of the following methodology for:

Teaching Staff:

A staff is assessed on the basis of strategies and methodologies used to deliver the curriculum effectively. Further, the staff involvement and contribution in various committees as conveners as well as supporting members is also assessed. Research contribution is assessed on the basis of their publications, presentations and participation in seminars, conferences and workshops.

Non-Teaching Staff:

Their contribution is assessed through the participation and completion of administrative work assigned to them

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for

settling audit objections within a maximum of 200 words

Internal Audit: • The Management of SIA trust takes care of appointing the Internal Auditor with necessary skills to carry out the work.

Since Internal Audit is a continuous audit, the audit happens throughout the year and not restricted to any fixed time frame.

• the Managing Committee recognised the need for a professional to occupy the position and hence appointed one professional Chartered Accountant firm from the year 2020-21 to do the internal audit work.

External Audit:

• The external auditor or the statutory auditor is appointed by in the Annual General Meeting of SIA as per the provisions of Bombay Trust Act 1952 since SIA is a registered Charitable Trust.

• Once the accounts are prepared, the statutory auditor to carry out the audit of accounts send the representatives to audit including vouching, reconciliation of bank accounts etc The findings are reported to the members of SIA Trust which covers transactions, books of accounts , balance sheet and income expenditure account

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution is a fully unaided one and therefore the resources are mobilized internally. The CDC of the college along with the college governing body takes decision on the basis of need about the allocation of funds for various activities. The same is audited at the end of the financial year. The following are the mechanism through which funds are mobilized.

- Fees: The academic and development fees are collected from the students are the major source of fund for the institution
- Fund support from Management: Additional fund requirements are fulfilled through the fund support from the college management
- Hosting outside examinations: The College acts as a host, lending the campus for conducting various examinations for the external educational bodies.
- Interest on fixed deposits
- Funds received from university of Mumbai for carrying out extension activities under NSS
- Funds received for sharing in-house developed software by SIA Techlink

The fund generated through the above-mentioned methods are utilized for development and maintenance for infrastructure, conducting activities, payment of salary and handling other miscellaneous expenses.

All transactions are accounted in the books of accounts, which are presented for internal as well as for the external audits.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance cell of the college has institutionalized several quality measures and strategies for improvement and up-gradation of the College at various levels. Two such practices are enlisted here:

1. Outcome Based Education:

The evidence of success of any process lies in its outcomes and so is for teaching. The institution practices outcome based teaching learning. In this regard, the following initiatives have been undertaken:

- Common Learner Assessment test is done to identify slow and advanced learners
- Mentoring support to students in order to understand their learning difficulties and improve the teaching strategies
- Mapping teaching methodologies to course outcomes in teaching plan in order to ensure that all the learners are at par with each other
- Experiential learning is adopted in various subjects like Economics, Foundation course, Marketing etc. in order to help learners understand by doing

The outcome of the above efforts are measured through the course outcome attainment mapping and evaluation

1. Collaborations:

Employability is a major outcome for any program. In this regard, the institution is striving to develop linkages and collaborations with various organisations for training as well as placement. In 2021 the institution has collaborated with

Garware Institute for Career Development for various vocational

courses

Excel R for short term certificate courses

Innovsource for placement support

Technoserve for BFSI training and placement

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC of the College is known to take proactive steps to ensure that quality initiatives are internalized into the general system of functioning of the institution, and any updates or improvements are periodically adopted. Two such examples of implementing reforms are highlighted below:

Improving the Teaching & Learning process-

- Common Assessment was initiated to evaluate slow and advanced learners. The information is used for designing the curriculum delivery strategies
- Course outcome attainment was modified and the new methodology involved attainment based on number of students

Faculty Empowerment:

- Faculty workshop was conducted to map the course outcome with teaching plan and also maintaining the teachers diary for the same
- Workshop on Bodhi tree LMS platform was conducted to help faculty members to create course, upload content, conduct assessment and upload students to the course
- Workshop on Teaching methodologies like experiential, participative and problem solving was done .

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://thesiacollege.edu.in/wp-content/uploads/2022/12/Annual-Report-21-22-23-12-22-New-final.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

The measures initiated by the institution can be broadly classified into :

- 1. Employment:** The institution provides equal opportunities to both male and female at the teaching as well as non-teaching level. More than 70% of the staff working in the institution are female employees.

2. **Admission:** The process of enrolling students into the college is also unbiased and transparent, which is reflected from the fact that there are equal number of male and female students taking admission in the college, and the ratio is around 50%. Students are also given equal exposure to lead various committees and clubs of the college.
3. **Committees and Cell:** The 'Women's Development Cell' organizes Many programs towards gender sensitization in the college namely, POSH Training, Mental health workshop, Confidence Building Exercises and workshops to understand the various aspects of Gender. These measures help the students to imbibe a sense of equity in their respective gender roles. In addition, NSS, Student Council and DLLE also organize activities and seminars where equal participation of male and female students is promoted and encouraged.
4. **Complaint Redressal Cell:** Students are given an orientation about Complaint Redressal Mechanisms available in the College like Anti-Ragging Cell, Internal Complaint Committee and Student Grievance Redressal Cell.

File Description	Documents
Annual gender sensitization action plan	https://thesiacollege.edu.in/wp-content/uploads/2022/12/7.1.1_A_Annual-Gender-Sensitization-action-Plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://thesiacollege.edu.in/wp-content/uploads/2022/12/7.1.1.-gender_sensitisation_photos-of-facilities-provided-to-women.pdf

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Steps taken by the college for disposal of waste

1. Solid Waste Management:

Dustbins are placed on each floor for disposal of all kinds of solid waste.

Waste is disposed off to garbage carriers of the Municipal corporation every day.

Decomposing plant is constructed in the college campus for disposal of decomposable waste.

Paper waste is given to shredding companies for recycling and reuse purposes.

2. Liquid Waste Management:

Liquid waste generated in the campus is discharged properly.

Washrooms are cleaned daily by cleaning staff.

3. e-Waste Management:

Since the college is relatively new and most of the computer systems are new, e-waste is not generated to a large extent.

Toners and cartridges used in the process of printing are refilled so that waste can be minimized.

e-waste collection drive was conducted and e-waste that was collected from inside and outside the campus were given to registered e-waste management companies for research/ recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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

The college maintains tolerance and harmony towards gender, cultural, linguistic and socio-economic diversities. Participation of persons from diverse backgrounds in the academic, administrative and other activities shows that there is inclusive environment in the institution.

Our college also tries to preserve linguistic diversity in the society by celebrating:

Marathi Bhasha Gaurav Diwas, Kanada diwas and Mother tongue day

Similarly cultural diversity is preserved through celebrating various festivals such as Shivjayanti, Aashadhi Ekadashi, Navaratri Pooja, Guru Purnima, Ganesh Chaturthi, Pongal etc. Thus, preserving the cultural roots. Thus, college strives continuously for preserving the cultural heritage.

Every year Traditional Day is also celebrated with great enthusiasm.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

The College organizes various activities in order to promote and propagate Constitutional Awareness and value systems among the students. We believe in achieving Academic Excellence with Value Education. Different Departments/ Committees of the College conduct varied activities which can help in shaping the students to become responsible citizens of the Nation.

CONSTITUTIONAL AWARENESS:

Foundation Course is taught as a Subject in all First Year Classes to help students understand the inception of Indian Constitution and its significance in the contemporary society.

In addition, Constitutional Day was celebrated to make the students realize the importance of Constitution and its ideals.

The Women Development Cell had conducted several Workshops/Guest Lectures in order to educate the students on Laws pertaining to Women Empowerment and Safety.

Session to sensitize the students on Indian Constitution and Gender was organized and it also included various laws mentioned in the Indian Constitution about equal treatment for all genders.

Session on Human rights was conducted to build awareness among youth about their rights and duties.

The NSS Unit of the College had observed Constitution Day by taking pledge promising to uphold the Constitution of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://thesiacollege.edu.in/wp-content/uploads/2022/12/7.1.9_A_Constitutional-Obligations.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic 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 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

The S.I.A. College believes in providing all-round development to the students; hence the Institution takes pride in celebrating events of National and International importance to create an awareness among the students.

1. Online Session on International Yoga Day was conducted by NSS and students were made aware of importance of Yoga.
2. The College takes pride in remembering the Martyrs of our Nation like Mahatma Gandhi, Jawaharlal Nehru, BR Ambedkar, APJ Abdul Kalam, Savitribai Phule and many others by celebrating their Birthdays and promoting their thought and Way of Life among the students through short films and Documentaries. Students paid homage to the warriors of Indian Army on Kargil Vijay Diwas.
3. Independence Day & Republic Day are celebrated to instill the qualities of Patriotism, Sovereignty, Responsibility and a sense of belongingness towards the Motherland.
4. In order to promote gender sensitization among students National Girl Child Day, International Women's Day and International Men's Day were celebrated by the college.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Library Club

The Riddlers Library club is formed to inculcate reading habits among students. In this regard, the students of the club organize several activities such as Intercollegiate Quiz Competition, Intercollegiate book review competition, Navratri pooja and National Library day. Students from different programs are the members of the club and they take the initiative right from ideation to execution of all the above activities

2. Eco Club - Green campus and clean campus is the motto of the club. In its endeavour to sensitise the students and staff on green, sustainable environment, water conservation and clean campus the club undertakes several activities and measures. To name a few, Outbound learning-Sensitivity towards environment, e waste collection drive, green disposal of e-waste are undertaken. Solid waste management and recycling of the same to compost was initiated.

File Description	Documents
Best practices in the Institutional website	https://thesiacollege.edu.in/wp-content/uploads/2022/12/7.2.-Best-Practices-1.pdf
Any other relevant information	https://thesiacollege.edu.in/wp-content/uploads/2022/12/7.2.1_Best-Practices.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust

within 200 words

The SIA Techlink is an incubation center of the college, which tries to bridge the gap between academics and industry. The SIA Techlink helps both teachers and students to upgrade and update themselves by creating software, that can be implemented, and used in a live environment, changes or modifications can be made in coding periodically to make the software adaptable. This trial-and-error method helps teachers create workable software with the help of students, which also builds valuable knowledge based on experiences that can be cited during lectures. These softwares are created by the faculty members and students of BSc-IT department of the college; they are tested live, and changes are made to the coding in real-time basis as per the needs and requirements for which the software is developed.

The following software modules has been completed its development and available within the campus for beta testing for the academic year 2021-22.

- E-ticketing - Upgradation
- E-Sanchalan

- Online payment facility through payment gateway
- Management Information System

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

The College is affiliated to University of Mumbai and adopts a Choice Based Credit System of evaluation and syllabus prescribed by University in a modular form.

The institution provides a) Core Subjects and b) Elective Subjects as per the directives of University of Mumbai. The IQAC of the college provides suggestions and plans various strategies to be implemented for effective curriculum delivery. The following strategies are adopted for the same.

Departmental meetings:

Periodical meetings are conducted by the department about implementation of the curriculum.

Academic calendar:

Academic calendar provides information about activities to achieve academic excellence. It is prepared by the IQAC of the college in consultation with the head of departments at the beginning of every academic year.

Teaching plan:

Teaching plan provides information about the framework, strategies and methodologies to be implemented in order to complete the curriculum.

Time table:

Creation of timetable provides a proper schedule of lectures of different courses, along with specification of the individual workload of each faculty.

Learning Resources:

Lectures, notes and reading material and LMS platform are provided to the students to supplement effective learning. In addition, library books are also available for additional reference.

Industry expert lectures and workshops:

Industry expert lectures and workshops are arranged to bridge the gap between academics and industrial practices.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The academic calendar is created to provide a proper structure to the functioning of various curricular, cocurricular and extra-curricular activities in one academic year. There are four levels in implementation:

1.University Academic calendar

2.College academic calendar

3.Department academic calendar

4.Teaching plans

The academic calendar comprises of:

- Important days celebrated by the institution
 - Start and end of academic session
 - Mid-term and festival breaks
 - Celebration of inter-collegiate events
 - Internal and external examination tentative timetable
1. All important days and events are celebrated by the institution timely as mentioned in the calendar.
 2. Start and end of the academic sessions are followed properly and any revision or modification suggested by the University are incorporated from time to time.

3. Internal examination dates are provided well in advance to the students through the academic calendar, so that students can prepare for their examinations and make suitable arrangements for any personal commitment.
4. Continuous internal evaluation in the form of class tests, mid-term examination, preliminary examinations and projects are mentioned in the calendar and conducted to improve the performance of the students academically.

Performance of the students in these examinations are analysed and communicated to the parents and students during parent-teacher meetings. This helps parents and students understand the extent of learning and devise measures to improve scores in final examinations

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

7

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

7

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

105

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender,

Human Values, Environment and Sustainability into the Curriculum

Cross-cutting issues relevant to Gender, Environment & Sustainability, Human Values and Professional Ethics are integrated directly or indirectly into the curriculum designed by the University of Mumbai

Professional Ethics:

- Professional ethics are integrated in different courses across different programs.
- Exposure to such courses makes students aware of the various ethical practices that they should adhere to in their professional life.

Gender:

- Gender sensitization is an important component included in various courses offered under different programs.
- Students are made aware of the rights and laws of women, and how they can be protected against exploitation and are also taught various methods and strategies to attain women empowerment.

Human Values:

- One of the important responsibilities of the education system includes sensitization of students towards various issues of the society.
- Knowledge alone cannot satisfy one emotionally and socially; a blend of information and feeling is required to attain a sense of fulfilment. The programs and courses are so designed to incorporate human values such as peace, honesty, equality, justice, patriotism, democracy, and so on.

Environment and Sustainability:

- Students need to be sensitive to the changing demands of the environment, and develop measures that focus on sustainability.
- Courses and programs offered by the institution make the students aware about the grave environmental issues and help them find out methods of making the environment clear and greener.
- Activities organized by clubs and committees also

encourage use of eco-friendly or recyclable products.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

67

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

3054

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	https://thesiacollege.edu.in/wp-content/uploads/2022/11/Feedback_21-22_website.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://thesiacollege.edu.in/wp-content/uploads/2022/11/Feedback_21-22_website.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
639	

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

281

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students using different mechanisms

- A common learner assessment test to identify learner levels
- Incorporation of different strategies for slow and advanced learners in the teaching learning methods

Programs for advanced learners:

Advanced learners are encouraged to take up peer teaching for the slow learners which helps them improve the understanding of their concepts. The departmental club organizes co-curricular activities such as Quiz, Power-Point Presentation Competition, Elocution, Group Discussion, and so on, periodically to build the knowledge of the students and encourages them to delve deeper into the subject. The SIA Techlink is a special platform provided by the college where students can get hands-on experience of developing projects by putting knowledge into practice. Subject expert lectures

are organized to provide additional support to the students in improving their academic performance.

Programs for slow learners:

For slow learners, Individual doubt solving sessions are kept for students. Peer learning also helps them resolve doubts in a friendly and co-operative manner. Question banks and Subject-expert lectures are also arranged to improve the performance in examination. Remedial lectures are also organized for students who are unable to clear examination successfully.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1724	30

File Description	Documents
Any additional information	View File

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

The student learning experience is enhanced through the adoption of varied methodologies namely :

Experiential Learning -

Club activities ,SIA TechLink, Field Visits, are done in order to give hands on experience about the topics covered in the syllabus.

Participative Learning

Club activities, Seminars, Group Projects, Industrial visits, Peer learning methods are adopted to enhance learning experience and also to inculcate managerial skills, leadership quality, team spirit and synergy among students

Problem Solving

Additional assignments are given for students of Accountancy and Mathematics to improve their logical thinking.

Case studies are adopted to enhance critical and analytical skills.

In addition, video screening and group activities are organized for the students where small cases are discussed and the problem at hand is solved by the students.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institution has adopted certain measures to facilitate ICT-enabled teaching-learning process:

- All classrooms have access to projectors, laptop connections and WIFI.
- Smart class facility has been set up in two classrooms.
- The library is well-equipped with 10 desktops, each having LAN connection, for students to access reading material and conduct research activity.
- College has also made provision for laptops for the faculty.
- Faculties of the College have used various online platforms in different capacity for engaging lectures and sharing reading material such as Zoom and Google Classroom.
- The College has initiated and invested in Microsoft

campus agreement since 2018-19 which enabled faculty to conduct lectures effectively on Microsoft Teams, even during the outbreak of pandemic. This served as the uniform platform for lecture delivery extensively.

- Faculties also try to improve student participation and engagement by adopting different tools like videos, case studies, e-books, quiz, flip-classrooms, group-discussion methods, and so on.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

29

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

14

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

29

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

155

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution has introduced several reforms in the examination and evaluation process. As an affiliated institution, Semester I to IV external examination assessment at the UG level is conducted by the College, in accordance with the rules and regulations framed by the University of Mumbai. Semester V and VI examinations are conducted at university level.

As per the framework provided by Mumbai University, 75 marks are allotted for external evaluation and 25 marks are reserved for internal evaluation at the UG level, which is further sub-divided into 20 marks for test and 5 marks for attendance and overall performance in class.

At the PG level, assessment is bifurcated into 60 marks for external examination and 40 marks for internal evaluation. 50 marks assigned for practical examination at both UG and PG level for Science stream.

Some of the measures to improve the examination process:

- Periodic assignments, presentations and class tests are undertaken
- Projects are allotted for subjects like Foundation Course
- Tutorials are conducted for subjects like Business Communication and Mathematics

These activities are directed at improving the academic performance of students and help them improve their scores in examination.

Due to the pandemic, internal and external examinations were conducted online

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The mechanism to deal with internal examination grievances include:

There is a grievance committee that takes care of the exam related grievances according to the rules of the university. The grievance policy is displayed in the website for the reference of the students and after the declaration of results the notice is circulated to the students so that they can apply for the revaluation. The time frame is 15 days from the declaration of the results. once the grievance is received the committee provides the xerox copies to the students. The students can also apply for the re-evaluation wherein the external examiners are appointed for the same. The grievance committee declares the results.

In 2021-22 the university has sent a circular stating that grievances are not applicable during the pandemic as the examinations were conducted online

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Programme and Course Outcomes for all programmes are stated clearly coursewise and the same is displayed on the website and is communicated to teachers and students. The faculty members include the CO's and PO's in their lecture presentations

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The College has developed a system to measure the attainment of PO and CO, which includes:

Result analysis:

CO-PO attainment is calculated through the results at the end of the year in order to understand the academic growth of students .

Student Progression

After completing UG in our college, students have enrolled for higher education for PG courses for various programs which reflects attainment of Program Outcome.

Placement

The College boasts of an active placement cell, that works towards the progression of the students. The placement cell ensures that students get opportunities to explore jobs as well as higher studies in the market. Academically inclined students are sent for interviews, and many also got selected in campus placement.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

534

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://thesiacollege.edu.in/wp-content/uploads/2022/12/Annual-Report-21-22-23-12-22-New-final.pdf

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://thesiacollege.edu.in/wp-content/uploads/2022/12/General feedback 21-22 FINAL1.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

00

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Incubation Center :**1. IAI Cell**

In order to bridge the gap between academia and industry the IAI cell of the college brings together aspiring students and enlightened experts. The industry experts share their valuable insights with the students, which eases their adaptability when they enter the corporate world as a professional.

SIA Tech-link

1. Students, faculty members as well as non-teaching staff members are given exposure to work and create live projects which gives them hands-on experience at handling different responsibilities and make them industry ready. Faculty members identify need for creating indigenous software for automation and smooth functioning of college processes. In this process, faculty members identify students who can be involved in the software development process and prepare them for same. College is using e-Sanchalan software for managing all the administrative functions. Modules like MIS and Online Payment (Rozerpay) are developed by teaching and non-teaching staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://thesiacollege.edu.in/sia-techlink/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

3

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
00	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
4	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File
3.4 - Extension Activities	
3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	

The College strives to provide holistic development for the students by involving them to participate in different activities related to social concerns. In this regard, extension activities connect with the community by organizing various programs creating awareness on environment, health and wellness, cleanliness, and addressing social issues such as gender, old age, destitute, and drug addiction.

Activities related to environmental conservation:

Nirmalya collection

These activities sensitize students about the importance of environment and create awareness regarding protection of environment from further degradation.

1. Activities associated with health and wellness:

1. Vaccination drives
 - COVID-19
2. Blood donation Camp
3. Awareness campaigns

Survey on TB

Pulse polio drive

1. Sanitary Pad Distribution drive

The activities are organized for students as well as neighbourhood community to create awareness regarding various preventive measures that can be adopted to maintain good health and hygiene personally.

1. Sensitizing towards Social Concerns:

1. Mask Distribution
2. Transgender -Raksha Bandhan Celebration
3. Self Introspection - Celebration of women day
4. Voter Registration Drive

1. Donations for community:

- Donation Drive with KAASH Foundation

- Food grain Maitri old age Home
- Food grain at Janani Ashish - Home for Orphans

File Description	Documents
Paste link for additional information	https://thesiacollege.edu.in/nss/#1655287041606-449ecaa2-5c6e
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

10

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

62

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2141

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

1

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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 equipment etc.

- The college has the following infrastructure facilities: 20 classrooms out of which 19 have mounted projectors, 2 have smart classroom, 1 portable projector for ICT based learning
- Library: spacious library spread over 2000 square feet, with 10 computers and seating capacity of 100 students, reprography, printer and scanner facilities.
- The College has 3 computer laboratories with a total capacity of 96 computer systems, out of which, 40 systems have high configuration of Intel Core i5 with 16 GB RAM and 26 systems have Intel Core i5 with 8 GB RAM and remaining 30 with 4 GB RAM. The College also has one well equipped Electronic Laboratory.
- The college has licensed software, wifi facility, Microsoft 365 package for online operations with 1 TB Virtual Storage.
- College has dedicated server facilities to manage all necessary IT requirements.
- SIA-Techlink, incubation center of the College, has 5

computers with internet facility.

- College has spacious auditorium, well designed separate staff rooms and committee Rooms, 2000 square feet canteen, garden for medicinal, flowering plants and butterfly garden

The college has CCTV(36) surveillance, lift facility, ramp slopes, wheelchair facility, washroom , sanitary winding machine, water dispenser,adequate Fire extinguisher ,First-aid box and biometric system

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

Auditorium:

- A spacious auditorium for celebrating cultural functions and festivals having Podium with inbuilt sound System, Separate sound system with wireless mike facility for conducting seminars and other activities.

College Ground:

- The spacious open ground serves as the ideal place for hosting various functions, festivals, sports.

Gymkhana:

- Gymkhana houses adequate equipment required for smooth conduct of indoor games and activities including chess board, carrom boards, table tennis and taekwondo.

Common Room for Boys and Girls:

- Exclusive rooms are provided separately for boys and girls to meet, discuss and spend leisure time with friends.

Other Facilities:

- Portable trolley Speaker 3 sets of small speakers.
Collar Mike (2) Yoga Mats Podium with inbuilt sound System.

The presence of these facilities contributes to overall personality development of the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

21

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

19.05

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

SIA - Granthalaya Software is web integrated software, customised on IP address <http://103.190.14.234:8082/granthalaya>. It manages and stores all information related to books and journals electronically and helps both students and library staff to keep a constant track of all the books available in the library. It consists of features like user login, Online Public Access Catalogue (OPAC), Accessioning, Circulation, report generation for the library administration.

Users can send request for needed books, view the history of books borrowed, list of requested books and also option to cancel requested books, change the password and so on .

There is option for librarian to prepare all kinds of reports regarding library functions.

updatation of students database through e- Sanchalan (office software), provision of uploading E resources like E books, E Journals and E Questions papers, generating, exporting and saving reports in excel format and provision of OPAC in SIA Granthalaya Home Page are additional features.

In the year 2021-22 the following features are upgraded:

- instant request option to those students, who returned the two books simultaneously. -- uploading E papers under E resources

- uploading Book images, so that it will help the students to

request the correct book

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://103.190.14.234:8082/granthalaya/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

2.58

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

72.84

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The Institution constantly upgrades its IT facilities for its smooth functioning. In the year 2021-22, the following was done:

- S.I.A grantalaya - instant request option to those students, who returned the two books simultaneously. -- uploading E papers under E resources
- uploading Book images, so that it will help the students to request the correct book.
- MIS (Management Information System) - Software based MIS system was incorporated in e-Sanchalan
- Online Payment facility through payment gateway
- Renewal of Microsoft agreement
- Renewal of Internet Lease Line for internet
- Purchased Lan switches and Wi-Fi router

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

126

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

62.13

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The infrastructure and maintenance committee recommends the new infrastructure requirements to the management and takes care of the maintenance of the same.

Laboratory:

- Allocation is done according to the timetable by the HOD's
- Maintenance of Computing facilities, LAN Networks, Wi-fi facilities, CCTV cameras are done by System administrator
- Antivirus and firewalls are installed and updated regularly

Library :

Booking of books from the library is done via SIA
-Granthalaya

Issuing of books is done physically by the library staff

Record of entry of students and faculty members are maintained

Repographic facilities are provided by the library staff and record for the same is maintained

Sports:

Director of Physical Education and sports along with one staff handle sports related activities. All sports equipment is well maintained and inspected periodically.

Support Facilities:

Housekeeping staff is responsible of Upkeep of classrooms, benches, windows, corridors, and other physical infrastructure, maintenance, and repair for the same is performed as and when required.

Security guards hired for preventing entry of any unauthorized person in the campus.

Lift facility, Maintenance and upkeep of garden and green surrounding is done periodically. Fire Extinguishers have been stationed in each floor for emergency. Generators are also provided as backup against load shedding/ power failure

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://thesiacollege.edu.in/wp-content/uploads/2021/10/Procedure-and-policies.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

16

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

23

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above
File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
196	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
1182	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

36

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

46

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

3

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

10

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student Representation

Numerous opportunities for students representation is offered in various bodies of the institution.

The student council of the college elects the General Secretary and Assistant General Secretary.

The General Secretary represent the student at various committees and forum like CDC, IQAC.

Student representatives are appointed in various committees such as ICC, Student Council, NSS, CDC, IQAC, Marathi Vanghmai Mandal, DLLE, Magazine and Library club

Student Engagement:

Students are provided opportunity to be a part of the committees and clubs as leaders and members. They are encouraged to plan and execute various activities. They organize several festivals like Pongal, Navratri, Ganpati etc and also intercollegiate fests like Sparklers and Dazzlers. In addition, they participate in various programmes that addresses social issues, community development, awareness drive etc. The various events that are conducted through the above mentioned committees involve students from ideation to implementation and conduct of the events. The students develop team skills, leadership qualities, communication skills, planning and resource mobilization through these

activities.

Department clubs are managed by the students, which enables them to organize various competitions at interdepartmental level. The clubs organizes competitions like Quiz competition, Research seminar, Poster making, essay writing, Case study competitions, etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The S.I.A College has a registered Alumni association and being a 10 year old institution the alumni are in their early stages of their career. The Alumni association arranges annual activity to promotes networking. In addition, the alumni contribute monetarily through material contribution for NSS, Sparklers, relief activities etc. In addition, the alumni also connect the placement cell with the Key members

of the HR cell of their employer and arrange for internships and placement for the students. The alumni also contribute academically by conducting training programmes, workshops and guest lectures for the current batches. They are associated with SIA techlink the incubation cell of the college and provide guidance for their juniors for software development

File Description	Documents
Paste link for additional information	https://thesiacollege.edu.in/alumni-activities/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

"The SIA College of Higher Education strives for comprehensive education by equipping students with latest skills and tools to acquire competence, quality education to face the dynamically evolving society."

Mission:

"To develop rich pool of talented, employable professionals and with a strong foundation on ethical, moral values and social values to become responsible citizens."

The College strives to achieve academic and professional

excellence through proper governance and decision-making. At the beginning of the academic year, IQAC meets up with the head of the departments and committees to discuss about new policies and strategies and proposals that need to be adopted in the coming year. Inputs and suggestions received in this meeting are discussed with the Principal, who presents the same to the Management Committee for further action. After the approval, the Principal, along with IQAC team implements the same for the current academic year.

IQAC also plays a vital role in designing the perspective plan of the College that targets various benchmarks. After careful deliberations, these strategies are approved by the Principal and management committee and also incorporated in designing the perspective plan. Decisions regarding planning and implementation of all activities and programs in the college are undertaken by head of departments and committees, in cooperation with all faculty members and other stakeholders of the college

File Description	Documents
Paste link for additional information	https://thesiacollege.edu.in/aboutus/#visionmission
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization is done through appointment of department heads and committee heads. The heads are responsible for guiding and leading their team to attain the desired outcomes. They design strategies collectively with the team members and plan the activities for the year and involve them in smooth conduct of activities.

As a case study of decentralisation, the Student Council of the college represents a good example. The council organizes several activities throughout the year to bring out the potential of the students. The convener of the committee is the leader who steers the team through the process of planning the events. He delegates the responsibilities to the faculty team members and student representatives who take active part in the implementation of the plan. The committee

celebrates various festivals and organizes cultural and student-centric activities throughout the year. Student representative such as GS and AGS and other student members are involved in all the stages of planning, budget preparation, coordination with the event heads, guests and other stages of event management. The head ensures smooth upward and downward communication and also takes feedback and suggestions from the team before and after implementing any strategies

File Description	Documents
Paste link for additional information	https://thesiacollege.edu.in/student-council/#1658828829522-80aa81d0-clc8
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective plan is executed in line with the vision and mission statement of the College.

Activity successfully implemented based on the perspective plan:

Strengthening Teaching -Learning:

- Implemented Various methods of Teaching through online through Micro soft Teams . Over and above , implemented experiential, participative learning and problem solving and peer-learning methods through offline mode.
- Student faculty exchange program was also initiated .
- Under IQAC ,training was conducted for effective teaching and learning for the faculty members.
- Identified slow and advanced learners to adopt teaching strategies.
- Efforts were taken to mentor the students for academic progress.

Outcome of the above measures :

- The institution achieved overall 80 % results across all the Programs at the third year.
- During feedback more than 50% of students agreed that use of ICT in teaching learning, activity based teaching methods helped them to understand the curriculum in a better manner.
- Similarly, 50% and above students were satisfied with the mentoring process which helps them to solve personal or academic problem.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://thesiacollege.edu.in/wp-content/uploads/2022/12/Perspective-Plan-2022-Copy.pdf
Upload any additional information	View File

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

Administrative set-up - Academic activities are managed through the Head of department and their team. The non-academic activities are managed through the committee convenors.

Office Superintendent and the junior clerk takes the responsibility of administration, finance and examination and University-related activities.

Admission

The admission committee constituted by the College ensures that admission policies and procedures are fair, transparent, ethical and timely, accessible to a diverse range of prospective students as per the directives of the affiliated University.

Selection and recruitment process

The institution ensures openness and transparency in all the

steps to appoint eligible candidates without any discrimination by adopting policies as prescribed by University of Mumbai

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://thesiacollege.edu.in/wp-content/uploads/2022/12/organogram_21-22.pdf
Upload any additional information	View File

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	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution believes in providing a friendly, supportive and secure atmosphere to the staff, a comfortable environment for working, along with encouragement for progressing personally and professionally. In this regard, many welfare measures have been put in place for teaching as well as non-teaching staff:

Teaching Staff:

- Financial support is provided to attend workshops,

seminars and conferences

- PF and pension facility is provided
- 3 months paid Maternity leave is provided
- Duty leave is granted for any academic purposes
- Browsing facility is available for teachers pursuing research

Non-teaching staff:

- Festival loans are provided
- Uniforms, bags and raincoats are provided to class IV employees
- Salaries are given in advance to non-teaching staff during festivals

Other welfare measures include:

- Interest-free personal loans are provided
- Canteen facility is available
- Internal complaints committee is formed to protect women from exploitation at workplace
- Staff academy arranges sessions on maintenance and improvement of physical, social and mental health for all
- Staff picnic is also arranged at the end of the academic year

Staff academy felicitates staff for their achievements, personal or professional

File Description	Documents
Paste link for additional information	https://thesiacollege.edu.in/wp-content/uploads/2021/12/Welfare-Measures-Policy-1.pdf
Upload any additional information	View File

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

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

1

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes

viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

6

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Appraising and appreciating the contribution of teaching and non-teaching staff throughout the year is an important activity that the institution carries out. Performance appraisal not only highlights the efforts undertaken by the faculty, but also provides room for further growth and development in the future. Based

on the appraisal, suitable suggestions are given to the staff to empower them and motivate them to excel professionally.

In this regards, the college has a structured performance appraisal system in place for teaching and non-teaching staff.

The performance appraisal consists of the following methodology for:

Teaching Staff:

A staff is assessed on the basis of strategies and methodologies used to deliver the curriculum effectively. Further, the staff involvement and contribution in various committees as conveners as well as supporting members is also assessed. Research contribution is assessed on the basis of

their publications, presentations and participation in seminars, conferences and workshops.

Non-Teaching Staff:

Their contribution is assessed through the participation and completion of administrative work assigned to them

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal Audit: • The Management of SIA trust takes care of appointing the Internal Auditor with necessary skills to carry out the work.

Since Internal Audit is a continuous audit, the audit happens throughout the year and not restricted to any fixed time frame. .

• the Managing Committee recognised the need for a professional to occupy the position and hence appointed one professional Chartered Accountant firm from the year 2020-21 to do the internal audit work.

External Audit:

• The external auditor or the statutory auditor is appointed by in the Annual General Meeting of SIA as per the provisions of Bombay Trust Act 1952 since SIA is a registered Charitable Trust.

• Once the accounts are prepared, the statutory auditor to carry out the audit of accounts send the representatives to audit including vouching, reconciliation of bank accounts etc The findings are reported to the members of SIA Trust which covers transactions, books of accounts , balance sheet and

income expenditure account

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution is a fully unaided one and therefore the resources are mobilized internally. The CDC of the college along with the college governing body takes decision on the basis of need about the allocation of funds for various activities. The same is audited at the end of the financial year. The following are the mechanism through which funds are mobilized.

- Fees: The academic and development fees are collected from the students are the major source of fund for the institution
- Fund support from Management: Additional fund requirements are fulfilled through the fund support from the college

management

- **Hosting outside examinations:** The College acts as a host, lending the campus for conducting various examinations for the external educational bodies.
- **Interest on fixed deposits**
- **Funds received from university of Mumbai for carrying out extension activities under NSS**
- **Funds received for sharing in-house developed software by SIA Techlink**

The fund generated through the above-mentioned methods are utilized for development and maintenance for infrastructure, conducting activities, payment of salary and handling other miscellaneous expenses.

All transactions are accounted in the books of accounts, which are presented for internal as well as for the external audits.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance cell of the college has institutionalized several quality measures and strategies for improvement and up-gradation of the College at various levels. Two such practices are enlisted here:

1. **Outcome Based Education:**

The evidence of success of any process lies in its outcomes and so is for teaching. The institution practices outcome based teaching learning. In this regard, the following initiatives have been undertaken:

- Common Learner Assessment test is done to identify slow and advanced learners
- Mentoring support to students in order to understand their learning difficulties and improve the teaching strategies
- Mapping teaching methodologies to course outcomes in teaching plan in order to ensure that all the learners are at par with each other
- Experiential learning is adopted in various subjects like Economics, Foundation course, Marketing etc. in order to help learners understand by doing

The outcome of the above efforts are measured through the course outcome attainment mapping and evaluation

1. Collaborations:

Employability is a major outcome for any program. In this regard, the institution is striving to develop linkages and collaborations with various organisations for training as well as placement. In 2021 the institution has collaborated with

Garware Institute for Career Development for various vocational courses

Excel R for short term certificate courses

Innovsource for placement support

Technoserve for BFSI training and placement

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC of the College is known to take proactive steps to ensure that quality initiatives are internalized into the general system of functioning of the institution, and any

updates or improvements are periodically adopted. Two such examples of implementing reforms are highlighted below:

Improving the Teaching & Learning process-

- Common Assessment was initiated to evaluate slow and advanced learners. The information is used for designing the curriculum delivery strategies
- Course outcome attainment was modified and the new methodology involved attainment based on number of students

Faculty Empowerment:

- Faculty workshop was conducted to map the course outcome with teaching plan and also maintaining the teachers diary for the same
- Workshop on Bodhi tree LMS platform was conducted to help faculty members to create course, upload content, conduct assessment and upload students to the course
- Workshop on Teaching methodologies like experiential, participative and problem solving was done .

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://thesiacollege.edu.in/wp-content/uploads/2022/12/Annual-Report-21-22-23-12-22-New-final.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

The measures initiated by the institution can be broadly classified into :

1. **Employment:** The institution provides equal opportunities to both male and female at the teaching as well as non-teaching level. More than 70% of the staff working in the institution are female employees.
2. **Admission:** The process of enrolling students into the college is also unbiased and transparent, which is reflected from the fact that there are equal number of male and female students taking admission in the college, and the ratio is around 50%. Students are also given equal exposure to lead various committees and clubs of the college.
3. **Committees and Cell:** The 'Women's Development Cell' organizes Many programs towards gender sensitization in the college namely, POSH Training, Mental health workshop, Confidence Building Exercises and workshops to understand the various aspects of Gender. These measures help the students to imbibe a sense of equity in their respective gender roles. In addition, NSS, Student Council and DLLE also organize activities and seminars where equal participation of male and female students is promoted and encouraged.

4. Complaint Redressal Cell: Students are given an orientation about Complaint Redressal Mechanisms available in the College like Anti-Ragging Cell, Internal Complaint Committee and Student Grievance Redressal Cell.

File Description	Documents
Annual gender sensitization action plan	https://thesiacollege.edu.in/wp-content/uploads/2022/12/7.1.1 A Annual-Gender-Sensitization-action-Plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://thesiacollege.edu.in/wp-content/uploads/2022/12/7.1.1.-gender_sensitisation_photos-of-facilities-provided-to-women.pdf

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Steps taken by the college for disposal of waste

1. Solid Waste Management:

Dustbins are placed on each floor for disposal of all kinds of solid waste.

Waste is disposed off to garbage carriers of the Municipal

corporation every day.

Decomposing plant is constructed in the college campus for disposal of decomposable waste.

Paper waste is given to shredding companies for recycling and reuse purposes.

2. Liquid Waste Management:

Liquid waste generated in the campus is discharged properly.

Washrooms are cleaned daily by cleaning staff.

3. e-Waste Management:

Since the college is relatively new and most of the computer systems are new, e-waste is not generated to a large extent.

Toners and cartridges used in the process of printing are refilled so that waste can be minimized.

e-waste collection drive was conducted and e-waste that was collected from inside and outside the campus were given to registered e-waste management companies for research/recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

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
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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

The college maintains tolerance and harmony towards gender,

cultural, linguistic and socio-economic diversities. Participation of persons from diverse backgrounds in the academic, administrative and other activities shows that there is inclusive environment in the institution.

Our college also tries to preserve linguistic diversity in the society by celebrating:

Marathi Bhasha Gaurav Diwas, Kanada diwas and Mother tongue day

Similarly cultural diversity is preserved through celebrating various festivals such as Shivjayanti, Aashadhi Ekadashi, Navaratri Pooja, Guru Purnima, Ganesh Chaturthi, Pongal etc. Thus, preserving the cultural roots. Thus, college strives continuously for preserving the cultural heritage.

Every year Traditional Day is also celebrated with great enthusiasm.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

The College organizes various activities in order to promote and propagate Constitutional Awareness and value systems among the students. We believe in achieving Academic Excellence with Value Education. Different Departments/ Committees of the College conduct varied activities which can help in shaping the students to become responsible citizens of the Nation.

CONSTITUTIONAL AWARENESS:

Foundation Course is taught as a Subject in all First Year Classes to help students understand the inception of Indian Constitution and its significance in the contemporary society.

In addition, Constitutional Day was celebrated to make the students realize the importance of Constitution and its ideals.

The Women Development Cell had conducted several Workshops/Guest Lectures in order to educate the students on Laws pertaining to Women Empowerment and Safety.

Session to sensitize the students on Indian Constitution and Gender was organized and it also included various laws mentioned in the Indian Constitution about equal treatment for all genders.

Session on Human rights was conducted to build awareness among youth about their rights and duties.

The NSS Unit of the College had observed Constitution Day by taking pledge promising to uphold the Constitution of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://thesiacollege.edu.in/wp-content/uploads/2022/12/7.1.9_A_Constitutional-Obligations.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic 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

C. Any 2 of the above

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

The S.I.A. College believes in providing all-round development to the students; hence the Institution takes pride in celebrating events of National and International importance to create an awareness among the students.

1. Online Session on International Yoga Day was conducted by NSS and students were made aware of importance of Yoga.
2. The College takes pride in remembering the Martyrs of our Nation like Mahatma Gandhi, Jawaharlal Nehru, BR Ambedkar, APJ Abdul Kalam, Savitribai Phule and many others by celebrating their Birthdays and promoting their thought and Way of Life among the students through short films and Documentaries. Students paid homage to the warriors of Indian Army on Kargil Vijay Diwas.
3. Independence Day & Republic Day are celebrated to instill the qualities of Patriotism, Sovereignty, Responsibility and a sense of belongingness towards the Motherland.
4. In order to promote gender sensitization among students National Girl Child Day, International Women's Day and International Men's Day were celebrated by the college.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Library Club

The Riddlers Library club is formed to inculcate reading habits among students. In this regard, the students of the club organize several activities such as Intercollegiate Quiz Competition, Intercollegiate book review competition, Navratri pooja and National Library day. Students from different programs are the members of the club and they take the initiative right from ideation to execution of all the above activities

2. Eco Club - Green campus and clean campus is the motto of the club. In its endeavour to sensitise the students and staff on green, sustainable environment, water conservation and clean campus the club undertakes several activities and measures. To name a few, Outbound learning-Sensitivity towards environment, e waste collection drive, green disposal of e-waste are undertaken. Solid waste management and recycling of the same to compost was initiated.

File Description	Documents
Best practices in the Institutional website	https://thesiacollege.edu.in/wp-content/uploads/2022/12/7.2.-Best-Practices-1.pdf
Any other relevant information	https://thesiacollege.edu.in/wp-content/uploads/2022/12/7.2.1 Best-Practices.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The SIA Techlink is an incubation center of the college, which tries to bridge the gap between academics and industry. The SIA Techlink helps both teachers and students to upgrade and update themselves by creating software, that can be implemented, and used in a live environment, changes or modifications can be made in coding periodically to make the software adaptable. This trial-and-error method helps teachers create workable software with the help of students, which also builds valuable knowledge based on experiences that can be cited during lectures. These softwares are created by the faculty members and students of BSc-IT department of the college; they are tested live, and changes are made to the coding in real-time basis as per the needs and requirements for which the software is developed.

The following software modules has been completed its development and available within the campus for beta testing for the academic year 2021-22.

- E-ticketing - Upgradation
- E-Sanchalan
- Online payment facility through payment gateway
- Management Information System

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- Academic performance to be improved by introducing newer teaching methodologies, mapping learner's levels, strengthening mentorship, remedial lectures for improving the performance of the learners extensive use of online teaching and learning resources, collaboration for student and faculty exchange program, introducing PG courses, emphasis on e-content development, FDP's for effective teaching and learning,

introducing add-on courses, encouraging faculty members to develop content and syllabus for the same, encourage students to enrol for free online courses like NPTEL, SWAYAM etc.

- Innovation and Integration can be attained by encouraging students and faculty to attend research-oriented workshops, publishing research papers in Indexed and CARE listed research journals, organise national level conferences and seminars, minor research projects and encourage faculty members to register for PhD, collaborations for extensions activities.
- Networking for placement, internships through LinkedIn, tie-ups with corporate for placement and training for employability, encourage student to pursue higher education, career counselling, training for competitive examination, strengthen entrepreneurship cell, industry academia collaborations, encourage student participation in sports and cultural activities, financial support for economically weaker section, develop infrastructural facility.
- IQAC to plan training for teaching and support staff, recommend quality enhancement programmes, conduct regular audit, Research linkages etc.