

ANNUAL INTERNAL QUALITY ASSURANCE

CELL REPORT

2012 – 2013



K.J.SOMAIYA COLLEGE OF SCIENCE AND COMMERCE,

VIDYAVIHAR , MUMBAI 400 077

☎Tel. 022-21025919 ☎☎Fax : 022-21025915

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution

K.J.SOMAIYA COLLEGE OF SCIENCE AND COMMERCE

1.2 Address Line 1

VIDYANAGAR

Address Line 2

VIDYAVIHAR

City/Town

MUMBAI

State

MAHARASHTRA

Pin Code

400 077

Institution e-mail

Principal.kjssc@somaiya.edu

address Contact Nos.

21025919

Name of the Head of the Institution:

Dr.Vijay B.Joshi

Tel. No. with STD Code:

022-21020718

Mobile:

9930179920

Name of the IQAC Co-ordinator:

Dr.J.K.Verma

Mobile:

9867836918

IQAC e-mail address:

iqac.kjssc2003@somaiya.edu

1.3 NAAC Track ID (For ex. MHCOGN 18879) _____ 8970 _____

1.4 NAAC Executive Committee No. & Date :
(For Example EC/32/A&A/143 dated 3-5-2004
This EC no. is available in the right corner-bottom
of your institution's Accreditation Certificate

EC/PCRAR/53/03 dated 4-9-2010

1.5 Website address:

www.somaiya.edu/vidyavihar/kjssc

Web-link of the AQAR:

www.somaiya.edu/vidyavihar/kjssc/achievements/AQAR

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

1.6 Accreditation Details

Sr.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	--	2004	5 years
2	2 nd Cycle	A	3.21	2010	5 years
3	3 rd Cycle			Due in Sept., 2015	
	4 th Cycle	--	--	--	--

1.7 Date of Establishment of IQAC

:

DD/MM/YYYY

September, 2003

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

2012-2013

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

- i. AQAR 2011-2012 7-7-2014 (DD/MM/YYYY)
 ii. AQAR _____ (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ -- _____ (DD/MM/YYYY)

(Submitted in the old format)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous College of UGC Yes No

Regulatory Agency approved Institution Yes No
 (eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

University of Mumbai

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

Autonomy by state/Central Govt./University	<input type="text" value="--"/>		
University with Potential for Excellence	<input type="text" value="--"/>	UGC-CPE	<input type="text" value="--"/>
DST Star Scheme	<input type="text" value="--"/>	UGC-CE	<input type="text" value="--"/>
UGC-Special Assistance Programme	<input type="text" value="--"/>	DST-FIST	<input type="text" value="√"/>
UGC-Innovative PG programmes	<input type="text" value="--"/>	Any other (<i>Specify</i>)	<input type="text" value="--"/>
UGC-COP Programmes	<input type="text" value="--"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="--"/>
2.3 No. of students	<input type="text" value="--"/>
2.4 No. of Management representatives	<input type="text" value="--"/>
2.5 No. of Alumni	<input type="text" value="--"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="--"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>
2.8 No. of other External Experts	<input type="text" value="--"/>
2.9 Total No. of members	<input type="text" value="08"/>

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders No.

--

Faculty

01

Non-teaching staff Students

--

Alumni

--

Others

--

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes mention the amount

--

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

22

International

01

National

01

State

--

Institution level

20

(ii) Themes

- Health Awareness
- Counselling and Career Guidance
- Environment Consiousness
- Training programmes on laboratory techniques
- ICT integration
- Soft skills
- Cyber Security
- Teachers Exchange programme
- Concept building

2.14 Significant Activities and contributions made by IQAC

- Renovation of Chemistry and Biochemistry laboratories by considering the safety issues
- Formation of committees to ensure proper management of academic, financial and general administrative affairs in autonomy like Governing body, Academic Council, Board of Studies in all subject and Board of Finance.
- Setting of Central instrumentation laboratory
- Flip class Pedagogy
- Organisation of international conference
- Hosting the international Orientation Cum Selection Camp (OCSC) in collaboration with Homi Bhabha Centre for Science Education.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none">• To organize the visit of Expert team for Autonomy• Renovation of Chemistry and Biochemistry Laboratory• To organize the international Orientation Cum Selection Camp (OCSC) in collaboration with Homi Bhabha Centre for Science Education.• Setting a Central instrumentation laboratory• Framing a new syllabus and getting approval of it by academic and Board of Management.• To implement Flip Class Pedagogy	<ul style="list-style-type: none">• The visit of expert committee was organised on 24 & 25 January, 2012.• Renovation of Chemistry and Biochemistry Laboratory was started• International Orientation Cum Selection Camp (OCSC) was organised.• The well equipped Central instrumentation laboratory was set up on the sixth floor of Engineering College Annex building.• The syllabus of FYBCom and FYBSc was revised after due deliberations in BOS meetings.• Printed reading material was prepared by the faculty and was given to the students at the start of the term. The series of lectures by existing faculty were videographed and hosted on Web.

* Attach the Academic Calendar of the year as Annexure. Please refer Annexure -I

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

AQAR was approved by the statutory bodies and was uploaded on the college website.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of Self-financing programmes	Number of value added / Career Oriented programmes
PhD	04	--	--	--
PG	13	--	06	--
UG	21	--	06	--
PG Diploma	01	--	01	--
Advanced Diploma	--	--	--	--
Diploma	01	--	01	--
Certificate	04	02	01	01
Others				
Total	44	02	15	01

Interdisciplinary	--	02	--	--
Innovative	--	--	--	--

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

(ii) Pattern of programmes:

Pattern	Number of Programmes
Semester	21
Trimester	--
Annual	17

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

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

***Please provide an analysis of the feedback in the Annexure : Please refer to Annexure II**

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

- The curricular design for all affiliated colleges is set by University of Mumbai. The university syllabus is followed at UG as well as PG level for the academic year 2012-2013.
- However, under autonomy college has planned to formulate need based relevant syllabi for all subjects from next academic year.
- The advisory boards were constituted to plan the changes in the syllabus.
- The syllabus of FYBCom and FYBSc was revised after due deliberations in BOS meetings. The approach was to remove overlaps, delete redundant portion, include relevant latest knowledge as per the current requirement and increase awareness about experiential learning.
- It was decided to give the flexibility in the syllabus by allowing the students to select the options from foreign languages, sports, yoga, music and dance in lieu of Foundation Course.
- The syllabus was approved in the academic board and board of studies meetings.

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

- | |
|---|
| <ul style="list-style-type: none">• The Central instrumentation laboratory was set up on the Sixth floor of engineering college Annex building. |
|---|

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst.Professors	Associate Professors	Professors	Others (librarian)
69	25	44	Nil	01

2.2 No. of permanent faculty with Ph.D.

24

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

Asst. Professors		Associate Professors		Professors		Others (Librarian)		Total	
R	V	R	V	R	V	R	V	R	V
25	0	22	22	-	-	1	-	69	22

2.4 No. of Guest and Visiting faculty and Temporary faculty

--

05

06

2.5 Faculty participation in conferences and symposia:

No.of Faculty	International level	National level	State level
Attended	16	30	10
Presented Papers	15	25	--
Resource Persons	05	07	01

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

- The flexibility in the syllabus is the salient feature of the revised syllabus which will be implemented in the academic year 2013-2014. The subjects like foreign languages viz. German, Spanish, French, Chinese and also the languages like Sanskrit, Pali were introduced in lieu of Foundation Course.
- The students are also given the option to select music, drama and sports in lieu of Foundation Course.
- Abhyas Mahotsav are organised in which the eminent speakers are invited to deliver the lectures to the students.

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

188

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

- The College follows Central Assessment of Papers (CAP) for all undergraduate and postgraduate programmes
- Coding and D-coding of answer papers.
- The College implemented Semester pattern with choice based credit system at SYBSc/ BCom level as per University Guidelines.
- The students can apply for the revaluation of the answer papers and also the photocopy of it.
- Mark sheet is secured with a watermark on it. The student's photograph is printed on the marklist.

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

--	--	--

2.10 Average percentage of attendance of students

80

2.11 Course/Programme wise distribution of pass percentage : Please refer Annexure III

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

- At the beginning of every academic year an academic calendar of all the activities for the year is planned.
- Academic plan for the entire academic year is prepared by all the departments and is displayed on the college website before the academic year starts.
- Induction programme for newly joined faculty members was organised.
- Academic Audit of all the departments is conducted.
- Class time-table for the year is finalized by individual department which is submitted to the time-table committee. It is then displayed on the notice boards for the students.
- Lecture plan is prepared by all the faculty members in which day to day entry of all the lectures and practicals conducted by them is done which is signed by the Head of the Department and the Principal at the end of every month.
- The feedback from the students for all the faculty members is taken once in a year which is analyzed by the Head of the Department and the Principal. If required the feedback analysis report is discussed with the respective teacher.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher Courses	03
UGC- Faculty Improvement Programme	02
HRD programmes	--
Orientation Programmes	--
Faculty exchange programme	--
Staff training conducted by the University	54
Staff training conducted by other institutions	14
Summer / Winter schools, workshops etc.	77
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	62	42	NIL	NIL
Technical Staff	N.A.			

Criterion – III

3. Research, Consultancy and Extension

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

- The College has a research and consultancy committee which encourages and facilitates faculty members to apply for the various grants funded by the various agencies. It undertakes the responsibility of forwarding the project proposal.
- College has started Research Methodology course for the students of Ph.D. as a course work.
- Teaching faculty members are encouraged to apply for FIP under UGC scheme.
- The laboratory facilities are made available to the faculty to carry out their research work .
- The central instrumentation labo
- Undergraduate students are encouraged to take up mini projects.
- College has organised Vigyan Yadnya –a science exhibition in which around 360 exhibits were invited from all over India.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	09	01	10	10
Outlay in Rs. Lakhs	2,93,800/-	1,78,000/-	4,71,800/-	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	07	19	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications :

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--			
Minor Projects	1 year	University of Mumbai	2,93,800/-	2,93,800/-
	2 years	UGC	1,78,000/-	1,45,000/-
Interdisciplinary Projects	--			
Industry sponsored	--			
Project sponsored by the University/College	--			
Students research projects (other than compulsory by the University)				
Any other (Specify)	4 years	Somaiya Trust	66,000/-	66,000/-
Total			5,37,800/-	5,04,800/-

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For Colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any other (Specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences Organised by the Institution

Level	International	National	State	University	College
Number	01	01	-	-	-
Sponsoring agencies	DST ISRO	UGC	-	-	-

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

3.13 No. of Collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

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

3.17 No of research awards / recognition received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
06	01	06	01	02	--	02

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

Guides

and students registered under them M.Sc.(By Res) Ph.D.

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level

3.23 No. of Awards won in NSS:

National level		International level	
University level	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="04"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="01"/>	International level	<input type="text" value="01"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="--"/>	College forum	<input type="text" value="--"/>
NCC	<input type="text" value="10"/>	NSS	<input type="text" value="64"/>
		Any other	<input type="text"/>

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

Please refer to Annexure IV

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	102506 Sq.ft	--	--	102506
Class rooms	35	--	--	35
Laboratories	37	--	--	37
Seminar Halls	01	--	--	01
No.of important equipments purchases (\geq 1-0 lakh) during the current year	06	03	FIST XI PLAN	06
Value of the equipment purchased during the year (Rs. In Lakhs)	--	4,062,889/-	FIST XI PLAN COLLEGE FUND	
Others Central instrumentation lab	--	01	--	--

4.2 Computerization of administration and library

Computerization of administration :

- With regard to financial management the Brainstorming International Pvt.Ltd. incorporated by the Somaiya Group has created a dedicated Data Centre on Somaiya Vidyavihar Campus. The Centre has a team of dedicated IT professionals who have developed College Worm Software which is utilized for the organization and management, personnel management, payroll, time management, PF management and Income Tax deductions. For all types of internal financial transactions including payments and receipts Tally 9.1 is made use of.
- **Preparation of Roll calls and generation of Hall tickets is done using software.**
- All the admissions are being done on-line and the students can also pay registration fee using the credit / debit card. The merit lists are generated from the software and are displayed on the college website. All the relevant circulars / notices are also displayed on the website.
- The software as developed by Maharashtra Knowledge Corporation Limited (MKCL) is used for online registration and admission process.
- The Book Worm software tailor-made for library use has been created by Brainstorming International Pvt.Ltd.
- Biometric system of attendance is being made use of College to record the daily attendance (Arrivals/Departure) and various reports are being generated with its help.

Computerization in Library

- Computerized circulation of books
- OPAC is available in the library for students and staff members .
- **Electronic resource** : Online journals(e-Resources) of N-List were subscribed which include 4000+e Journals an 90000 + e-books. The N-list project provides access to e-resources to students, researchers and faculty members from college and other beneficiary institutions through servers installed at the INFLIBNET centre Ahmadabad.
- All the libraries of the sister institution of Somaiya are linked to each other through Bookworm library software.

Library services:

Particulars	Existing upto		Newly added		Total	
	Upto April 2012		From April 2012- April 2013			
	No.	Value	No.	Value	No.	Value
TextBooks	26469	23,52,741/-	3052	3,93,756/-	29521	27,46,497/-
Reference Books	29478	1,11,14,821/-	801	9,19,622/-	30279	1,20,34,443/-
e-Books	46	6,635/-	-	-	46	6,635/-
CD ,s	46	14,195/-	21 (presentation)		67	14,195/-
DVD/ VCD	89	21,217/-			89	21217/-
Presentation	1973		63	-	2036	-
Total Books	58,101	1,35,19,609/ -	3937	13,13,387/-	62038	1,48,22,987/-
Journals (bounded Journals)	1698	10,55,228/-				
Total Books + Bounded Journals	56458	1,36,19,138/ -				

No. of Journals Subscribed			42	4,23,577/-		
Digital Database				5,000/-		
Total Exp.for the Year 2012-13				17,41,964/-		

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	170	7	100	02	--	01	22	--
Added	30	--	----	--	--	--	--	--
Total	200	7	100	02	--	01	22	--

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

- Data Centre has organized training programmes for teachers and students on Google Apps.
- Department of IT organize a seminar on cyber security by Mr.Sachin Dedhia.
- Department of Physics organize a workshop on E-learning resources for faculty members.
- Department of IT organize a workshop on Animation and Simulation for the faculty members.
- The faculty members of IT attended a workshop on ASP. Net with C# and on software testing.

4.6 Amount spent on maintenance in lakhs :

i) ICT	2,94,379/-
ii) Campus Infrastructure and facilities	16,73,619/-
iii) Equipments	--
iv) Others	--
Total :	19,67,998/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The Website of the college gives the details about the admission process, fee structure, Courses offered, scholarships and freeships, various college committees, examination reforms, rules and regulations of the college etc.
- The information about various events to be organised and examination schedule is also made available on the LED display and the website of the college.

5.2 Efforts made by the institution for tracking the progression

The individual departments are encouraged to keep the formal record of their alumni. The tracking of student's progression is done through alumni meets.

5.3 (a) Total Number of students

	UG	PG	Ph.D.	Total
Aided	1907	175	18	2100
Unaided	879	259	--	1138
PG Diploma in RST & GIS	12	--	--	12
University Certificate in RST & GIS	02	--	--	02
University Diploma in RST & GIS		--	--	

(b) No. of students outside the state

40

(c) No. of international students

NIL

	No	%
Men	--	--

Women

	No	%
Women	--	

2012-13

This Year								
General	SC	ST	OBC	Physically Challenged	DT(A)	NT(1,2,3)	SBC	Total
2814	188	09	179	--	2	59	1	3252

2011-2012

Last Year									
General	SC	ST	OBC	Physically Challenged	DT(A)	NT(1,2,3)	VJ	SBC	Total
2415	251	15	246	01	3	89	8	16	3044

Demand ratio 1 : 7

Dropout Negligible

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

There is no formal coaching mechanism but the students are given a guidance for NET, SET examinations by the teachers of Chemistry and Microbiology Department.

No. of students beneficiaries

25

5.5 No.of students qualified in these examinations

NET	01	SET/SLET	--	GATE	--	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC		Others	--

5.6 Details of student counselling and career guidance

The counselling centre of the college provides guidance and counselling to students, faculty members and others as and when needed.

- Department of Bitotechnology organize a counseling session for S.Y.B.Sc. students.
- A lecture of “New and Emerging areas in Co-operate environment Management” by Dr.Dhanya Nambiar, CEED was organised.

No. of students benefitted 100

5.7 Details of campus placement

<i>On Campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
06	219	Approx. 26	Approx. 20

5.8 Details of gender sensitization programmes

- Women Development Cell organized a seminar cum workshop on “Generating Awareness against violation of human rights” in collobaration with Oasis India and organization having its branches in 10 countries.
- Students of FYBSc performed street plays and also presented papers through C2C – NSS programme on Women disrespect and domastic violence.

5.9 Students Activities

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

State/University level National level International level

No. of students participated in cultural events

State/University level National level International level

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

Sports : State/University level National level International level

Cultural : State / University level National level International level

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial Support from institution		
Financial support from government	288	Rs. 31,62,437/-
Financial support from other sources		
Number of students who received International/National recognitions		

5.11 Student organised / initiatives

Fairs : State / University level National level International level

Exhibition : State / University level

National level

International level

5.12 No. of social initiatives undertaken by the students

100

5.13 Major grievances of students (if any) redressed: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision of the founder

- Equip the students with knowledge and skill of their chosen vocation.
- Inculcate values.
- Provide them opportunity for all round growth and prepare them for life.

Mission of the founder

- To equip the students with advanced knowledge and skill in their chosen vocation.
- To provide value-based education and opportunities to the students to help them to face challenges in life.
- To nurture a scientific attitude, temperament and culture among the students.
- To continually review, develop and renew the approach to build India of the Founder's dream.

6.2 Does the Institution has a management Information System

Computerization of administration :

- With regard to financial management the Brainstorming International Pvt.Ltd. incorporated by the Somaiya Group has created a dedicated Data Centre on Somaiya Vidyavihar Campus. The Centre has a team of dedicated IT professionals who have developed College Worm Software which is utilized for the organization and management, personnel management, payroll, time management, PF management and Income Tax deductions. For all types of internal financial transactions including payments and receipts Tally 9.1 is made use.
- Preparation of Roll calls is done using software.
- All the admissions are being done on-line and the students can also pay registration fee using the credit / debit card. The merit lists are generated from the software and are displayed on the college website. All the relevant circulars / notices are also displayed on the website.
- The software as developed by Maharashtra Knowledge Corporation Limited (MKCL) is

- used for online registration and admission process.
- The Book Worm software tailor-made for library use has been created by Brainstorming International Pvt.Ltd.

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

6.3.1 Curriculum Development

- Students centric syllabus
- Flexibility in syllabus
- Sports,Music,Drama, Foreign Languages as a part of the syllabus
- Syllabus which includes relevant latest knowledge as per current requirement and increase awareness for experiential learning. The emphasis of change was current developments in a given domain.

6.3.2 Teaching and Learning

- Monitoring of lectures and practicals by Teacher;s Diary.
- Lecture series by Alumni, Industry experts
- Abhyas Mahotsav
- Summer schools for students
- Organising workshops for students
- Organisation of COMPHY a workshop on Competitional Physics
- A lecture on basic Haematology by Dr.Avinash Vaidya
- Organisation of Techfest Green Campus Challenge – An initiative to involve people in sustainable development.

6.3.3 Examination and Evaluation

- Switch over to Semester pattern with Choice based Credit system as per University norms.
- Masking of answer papers
- Centralised assessment of Papers
- Revaluation/Photocopy of answer papers given to students if applied for.

6.3.4 Research and Development

- Setting the Central Instrumentation Laboratory
- Encouraging teachers to apply for the grants
- Providing the laboratory facilities to teachers for their research work
- Encouraging faculty members to pursue Ph.D.
- Learn From Stalwart series for students
- Organisation of Vidyan Yadnya-A mega science event
- A guest lecture by Dr.Saurav Pal, Director, CSIR, NCL, Pune on “Integrative Science in shaping the materials for the future was organised.
- A national workshop COMPHY, 2013 was organised with special emphasis on Parallel Computing.
- A guest lecture on introduction to Cancer Biology by Prof.Sendurai Mani from Texas University, USA
- A workshop on Fulbright Nehru opportunity for Academician was organised.
- A lecture on Nuclear Energy Programme in India by Dr.R.K.Singh, BARC was organised.
- A guest lecture by Dr.John Byrne distinguished professor, Delaware, USA, 2007 Noble Peace prize winner on energy and Climate Policy was organised .

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Computerized circulation of books
- OPAC is available in the library for students and staff members.
- **Electronic resource :** Online journals (e-Resources) of N-List were subscribed which include 4000+e Journals an 90000 + e-books. The N-list project provides access to e-resources to students, researchers and faculty members from college and other beneficiary institutions through servers installed at the INFLIBNET centre Ahmadabad.
- All the libraries of the sister institution of Somaiya are linked to each other through Bookworm library software.
- Seminar hall with ICT facility.
- Internet connectivity to all departments.
- Well-equipped central Instrumentation Laboratory.
- Lavish Green college campus of 66 acre.
- Olympic Certified ground.
- Adequate class rooms and laboratories.

6.3.6 Human Resource Management

- Induction programmes for the new faculty members.
- Training programmes for teaching and non teaching staff members.
- Felicitation of teaching and non teaching staff members for their long service to the institute.
- Monthly meetings of Principal with the Heads of the Departments and the subsequent meetings with the faculty members.

6.3.7 Faculty and Staff recruitment

Non teaching staff members:

- The advertisement in the news papers as per the university norms.
- The panel interview.

Teaching faculty:

- Appointment on the CHB till the NOC is obtained.
- The workload calculation is sent to Joint Director office to get NOC.
- Panel interview

- Demo lecture

6.3.8 Industry Interaction / Collaboration

- Collaboration with CIRCOT, TIFR, IIT Bombay, NEERI, CFRI, Naushad Ali Sarovar Sambardhini and BARC for various programmes.
- Lectures by expertise in Industries for the students.
- Collaboration with Godavari Sugar Mills for the placement of the students.
- Students visited Water treatment plant at Bhandup

6.3.9 Admission of Students

- Online application forms.
- Online payment of fees for pre-admission form.
- Merit lists on a college website.
- Freeships and scholarships as per the government norms.
- Reservation policy as per the government norms.

6.4 Welfare schemes for

Teaching	NIL
Non-teaching	Credit society Books for their children
Students	NIL

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	yes	Principals and Vice principals of other colleges	Yes	Principal
Administrative	Yes	HR department	Yes	Principal

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

For UG Programmes Yes No

For PG Programmes Yes No

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

- Switch over from Annual Examination Pattern to Semester examination pattern with Choice based credit system.
- Masking of answer papers.
- Anti xeroxing secure marklist

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

The University of Mumbai vide notification No.Aff/Recog.I/914 of 2012 dated 22nd October, 2012 conferred Autonomous Status to K.J.Somaiya College of Science and Commerce for the period of six years w.e.f. the academic year 2012-2013.

6.11 Activities and support from the Alumni Association

- Alumni as members of the Board of Studies constituted under autonomy.
- Guest lectures by alumni on various topics in the curriculum and also on career

guidance.

- Assistance of alumni in placement of students.

6.12 Activities and support from the Parent – Teacher Association

Regular meetings of parents are organised to make them aware of the new syllabus and examination system.

The feedback from parents is taken to improve upon the system.

6.13 Development programmes for support staff

- Soft skill programmes for non teaching staff .
- HR software training to office staff by data centre.

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

- Replacement of LPG by PNG in all the laboratories
- Biogas plant

Criterion – VII

7. Innovations and Best Practices

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

- Flip Class Pedagogy : The printed reading material in all the subjects prepared by the faculty was given to the students at the start of the term.
- Flexibility in syllabus : The students are allowed to select the options from Foreign languages like Spanish, German, Chinese, French and Ancient languages like Sanskrit and Pali alongwith sports, yoga, music and dance in lieu of Foundation Course.
- Organisation of orientation cum selection camp (OCSC) for Indian Junior Science Olympiad in collaboration with HBCSE – TIFR.
- National mathematics year was celebrated by organizing lecture by Dr.Chandrashekhar Khare, Professor, University of California who is the recipient of Infosys Prize – 2010.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year Please refer to 2.15

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

- COMPHY national workshop on competitional Physics with special emphasis on Parallel Computing was organised in association with Indian Association of Physics teachers (IAPT).
- Biozone an event on students presentation was organised by department of Biotechnology.

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

7.4 Contribution to environmental awareness / protection

Department of Environment Science conducts various programmes on regular basis to create awareness about the environmental issues :

- A Visit to City farming project by Mr Julius Rego at Airoli.
- A lecture on Environmental Impact Assessment by Dr Rakesh Kumar.
- Dr Deoras Memorial lecture, in collaboration with Society for Clean Environment by Prof. Virendra Sethi, IIT B. And Jayesh Paranjpe, consultant, The Western Routes.
- A lecture on “ Nuclear Energy Programme of India” by Dr R.K Singh Scientist, BARC.
- A lecture on ‘Energy Crisis and You’ and ‘Renewable Energy Use In Urban Cities : Opportunities And Challenges by Sanjay Gopal, Associate Professor,VJTI, at present PhD Student at Center for Energy and Environment Policy University of Delaware, USA.
- An Interactive session on Energy and climate policy Dr. John Byrne Distinguished Professor , Delaware USA, Director,Center for environmental policy , University of Delaware USA 2007, Nobel Peace Prize winner.
- An Invited lecture on “New and emerging areas in corporate Environment Management” by Dr. Dhanya Nambiar, CEED.
- A Visit to Biogas Plant at BARC Mumbai.
- An event Tech fest Green Campus Challenge

7.5 Whether environmental audit was conducted Yes No

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

Strength

- Autonomous College
- Central location of the institute and good connectivity by public transport
- Dynamic leadership with powerful vision and zeal to motivate the stakeholders to achieve the mission
- Highly qualified and experienced teaching staff members to contribute to the overall development of students and themselves.
- College is rewarded with FIST grant by DST.

Weakness

- A high degree of heterogeneity in the classroom.
- A large number of students coming from Marginalised Socio economic background.

Opportunities

- Develop postgraduate as our forte.
- Experiential learning.
- Can adopt industry ready relevant syllabus with maximum choices due to autonomy.

Threats

- Credit system has effectively reduced the teaching time due to increase in number of examinations.

8. Plans of institution for next year

- To implement full autonomy for the year 2013-14.
- To implement the new syllabus at F.Y.B.Sc with the flexibility and to design the syllabus for S.Y.B.Sc
- To conduct Induction Programme for the students to make them aware of autonomy.
- To organise Lectures by Stalwarts on various topics .
- To start Honours programme for the students.
- To implement dual checking of papers at term end examinations.
- To organise Vigyan Yagnya-A science exhibition.

Name Dr.Pradnya J.Prabhu
 Vice-Principal
 Coordinator, IQAC

Name Dr.Vijay B.Joshi
 Principal
 Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme College with Potential for Excellence
CPE	-	Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
