

Estd. 1913



Government of Maharashtra's

Sydenham College of Commerce & Economics

Internal Quality Assurance Cell (IQAC)

Annual Quality Assurance Report

(AQAR 2005-06)



Submitted to National Assessment and Accreditation Council (NAAC)

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

AQAR for the year (for example 2013-14)

2005-06

1. Details of the Institution

1.1 Name of the Institution

Sydenham College of Commerce & Economics

1.2 Address Line 1

'B' Road

Address Line 2

Churchgate

City/Town

Mumbai

State

Maharashtra

Pin Code

400 020

Institution e-mail address

sydenhamiqac@gmail.com

Contact Nos.

022-2288211 / 022-22042897

Name of the Head of the Institution:

Dr. Annasaheb Khemnar

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

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)

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A		2004	2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

10/07/2014

1.7 Date of Establishment of IQAC : DD/MM/YYYY

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

i. AQAR 2004 – 05 (31 / 10 / 2015)

ii. AQAR _____ (DD/MM/YYYY)

iii. AQAR _____ (DD/MM/YYYY)

iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University	State	<input type="checkbox"/> NA	Central	<input type="checkbox"/> NA	Deemed	<input type="checkbox"/> NA	Private	<input type="checkbox"/> NA
Affiliated College	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>				

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

Type of Institution	Co-education	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input type="checkbox"/>	UGC 12B	<input type="checkbox"/>
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.10 Type of Faculty/Programme

Arts	<input type="checkbox"/>	Science	<input type="checkbox"/>	Commerce	<input type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<input type="text"/>								

1.11 Name of the Affiliating University (*for the Colleges*)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No Faculty

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State

Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

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
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** Refer Annexure i for the Academic Calendar.*

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	01	-	-	-
UG	01	-	02	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	01
Diploma	-	-	-	01
Certificate	-	-	-	02
Others	-	-	-	03
Total	02	-	02	07
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	-
Annual	02

1.3 Feedback from stakeholders*

Alumni

-

Parents

-

Employers

-

Students

(On all aspects)

Mode of feedback :

Online

-

Manual

Co-operating schools (for PEI)

-

Refer Annexure ii for feedback analysis.

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

As an affiliated college, we implement all revisions in syllabus carried out by University of Mumbai from time to time.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	23	10	02	00	11

2.2 No. of permanent faculty with Ph.D.

04

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
10	04	02	00	00	01	11	09	23	14

2.4 No. of Guest and Visiting faculty and Temporary faculty

00

63

01

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	08	02
Presented papers	-	04	-
Resource Persons	-	-	-

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

- The college supplements the lecture method by organizing guest lectures by eminent personalities and exhibitions.
- The faculty members are encouraged to use audio visual aids. Industrial visits are also arranged for students to give exposure to the industry, its working & environment.
- Enabling academically weak students to cope with the learning by making groups with an academically strong student.

2.7 Total No. of actual teaching days 180 days

During this academic year

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

Being an affiliated College, we follow the rules and regulations set by the University of Mumbai, Mumbai. Within this framework, the major examination reforms carried out by the College are:

- Masking, Bar Coding,
- Double Valuation,
- Photocopy, Revaluation

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 87.13%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	Pass Class %	Pass %
M.Com.	139	NA	25.89	39.56	5.03	70.83
B. Com	521	NA	48.17	27.44	4.22	79.83
BBI	55	NA	78.18	18.18	1.81	98.17
BMS	56	NA	25.00	57.14	3.57	85.71

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes : IQAC was constituted in 2014.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	02
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
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	29	06	-	-
Technical Staff	03	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

NA

3.2 Details regarding major projects Nil

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

3.3 Details regarding minor projects Nil

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
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 organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies	-	-	-	-	-

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	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

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
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level	NA	State level	NA
National level	NA	International level	NA

3.25 No. of Extension activities organized

University forum	Nil	College forum	Nil		
NCC	Nil	NSS	20	Any other	Nil

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

- The Social Service League Unit organized cultural program for differently abled children “ Ek Koshish”
- The National Service Scheme unit collaborated with United Way (NGO) carried out various social activities like Beach cleaning, street plays and Peace rally.
- The Poor Students Educational Relief Fund in association with Book circle carried out unique activity of distributing text books to the needy students.
- The National Service Scheme unit collaborated with MDAC organized a series of awareness programmes on AIDS.
- Sydenham Computer Centre organized workshop on “SAFE INTERNET”.
- Poster Competition organised against Tobacco Chewing & its ill effects.
- Road Safety Week was organised by the NSS with the help of Mumbai Traffic Police.
- The social Service League was organised Energy Conservation & Health & Hygiene Awareness Campaign.

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	51250sq.ft.- building 26100sq.ft.- garden & surrounding area	-	Maharashtra Government Funded	-
Class rooms	21	-	Maharashtra Government Funded	21
Laboratories	02	-	Maharashtra Government Funded	02
Seminar Halls	-	-	-	-
No. of important equipments purchased (1-0 lakh) during the current year.	1. 30 P.C. 2. One lap Top 3. 07 Prnter 4. 01 Pax & Dup 5. 08 Filing Cab	1. 01 Sharp M.M. Projector xr 105 Amt. Rs. 58,500/- 2. Sharp Multimedia Projector Model PG MB 60x Rs. 89,900/-	District Planning & Development Council (DPDC)	18

		3. 01 HP Laptop Amt. Rs. 42,500/-		
		4. 01 HP printer Rs. 7820/-		
		5. 10 P4 Desktop p Rs. 3,75,000/-		
		6. 02 Printer Rs. 14,560/-		
		7. 02 PC.P4 Rs. 75,000/-		
Value of the equipment purchased during the year (Rs. in Lakhs)	12,23,254/-	6,63,280/-		
Others	-	-	-	-

4.2 Computerization of administration and library

6 Personal Computers were being used for College Office routine work and 3 Personal Computers were being used for Library routine work.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	860	Rs. 87163	336	Rs.45290	1196	Rs. 132453
Reference Books	4995	Rs. 1361149	225	Rs. 68407	5220	Rs. 1429556
e-Books	-	-	-	-	-	-
Journals	33	Rs.69882	03	Rs. 9615	36	Rs. 79497
e-Journals	--	-	-	-	-	-
Digital Database	--	-	-	-	-	-
CD & Video	-	-	-	-	-	--
Others (specify)		-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	11	04	03	02	02	07	01	08
Added	12	-	-	-	01	03	02	-
Total	23	04	03	02	03	10	03	08

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

1. For Teachers :- MSCIT Computer Training Programme
2. For Non Teaching :- MSCIT Computer Training Programme
3. Internet Centre in Computer Lab

4.6 Amount spent on maintenance in lakhs :

i) ICT

Hoorlenn Infoway (for Internet Connection)
Rs. 51,984/- & Kingtel System (For Annual
Maintenance Contract For Rs. 8,900/-

ii) Campus Infrastructure and facilities

Maintained by Public Works Department

iii) Equipments

Maintained by Public Works Department

iv) Others

-

Total :

Rs. 60,884

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

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5.2 Efforts made by the institution for tracking the progression

- After analyzing the result remedial coaching lectures were conducted by the faculty members for the academically needy students.
- An alumni meet was organised to gather the up to date information about pass out students progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1897	397	Nil	Nil

(b) No. of students outside the state

47

(c) No. of international students

02

Men	No	%	Women
	--	--	

No	%
02	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1892	131	03	132	02	2160	1891	176	04	217	00	2288

Demand ratio 3.16

Dropout % 10.89

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

- Sydenham College organizes oral coaching classes for Chartered Accountancy, The Institute of Company Secretaries of India & Institute of Cost Accountants of India.
- The teachers of the college also deliver guidance lecture regarding various competitive exams like UPSC, MPSC, LIC and various bank exams.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- College organizes annual career fair for the benefit of students.
- Faculty gives guidance to the students after they pass out TYBCOM & M.com part II exams regarding various career opportunities in the field of commerce like ; Taxation, accountancy and Law.
- The college had organised a career guidance fair which had events conducted for the students to face the challenges of the corporate world.

No. of students benefitted

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
05	100	15	25%

5.8 Details of gender sensitization programmes

Sr. No.	Programme	Theme	Participated	Conducted By	Date of the Event	Remarks
1	Quiz Competition	Contribution of women Entrepreneurs and women reformers	All Students	Performing Arts Society (PAS)	08.08.2005	Completed
2	Workshop	Protection of women from domestic violence	All Students & faculties	Women Development Cell (WDC)	28.11.2005	Completed
3	Skit	Women and Superstitions	NSS students	National social Service (NSS)	20.01.2006	Completed
4	Lecture	Talk on Sexual Harassment at workplace	All Students & faculties	Women Development Cell (WDC)	08.02.2006	Completed
5	Free Book Distribution	Text books and reference books	Needy girls students	Poor Students Education Relief Fund (PSERF) & College Library	22.02.2006	Completed

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	B.Com & M.Com - 90	Rs. 237037/-
	BMS - 37	Rs. 436148/-
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

5.13 Major grievances of students (if any) redressed: No major grievances were reported

Criterion – VI

6.Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Mission: - To impart not merely Commerce or Economics education but full education i.e. educate the whole man.

Vision: -

- To continue to excel, provide learning through multifaceted curricular and extracurricular activities and to kindle light of wisdom and humanity so that our students emerge as complete human beings and take the society towards new horizons of glorious future.

6.2 Does the Institution has a management Information System

Yes.

Please refer Annexure iii.

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

6.3.1 Curriculum Development

- The College follows syllabus prescribed by Board of Studies of University of Mumbai.
- Our professors attended & participated in workshop for revised syllabus and actively gave their suggestions for framing syllabus according to the changing needs.
- Two professors of our college have published textbooks for MHRD & Export Marketing for T.Y.B.Com Class.
- Similarly few of our professors are paper setter & evaluator of MPSC exam.

6.3.2 Teaching and Learning

- Students are encouraged to give projects & presentations on various subjects.
- Along with regular chalkboard teaching, professors also use case studies, relevant examples, role play, discussions, news paper cutting, debates, quiz to make the learning more interesting.
- Industrial visits, visit to financial institutions and bank, are organised to give broader understanding of the finance related subject.
- Chartered Accountant who are teaching in our college provided opportunities to student to work as intern during vacation to give them practical knowledge in the subject of accountancy.
- Surprise test and project work were given for students to check their understanding of the subject.
- The nature club society of our college had organised one day visit to National Park to give broader idea in the subject of EVS.
- SAEMO society had organised one day event on HOW TO MAKE CREATIVE AD related to the subject of Advertising of SYBCOM.
- Regular meeting are organised by principal with teaching staff to discuss quality teaching methods.

6.3.3 Examination and Evaluation

Exam conducted on behalf of Mumbai University. College conducts First Year and Second Year Exams. Third Year and M.Com. Exams are conducted by University of Mumbai.

1. Examination of F.Y.B.Com, & S.Y.B.Com, was divided in to first term Syllabus for 50 Marks & Second term Syllabus for 50 Marks.
2. Subject like foundation course was having project of 20 Marks.
3. Business communication, Maths & Statistics have tutorials of 10 Marks.
4. ATKT Exam. Conducted of 100 Marks for failure student in October & March every year.
5. T.Y.B.Com & M. Com I & II Exam. are of 100 Marks each conducted in March/April every year.
6. Examination of BBI and BMS was divided in two semesters for every year of 100 Marks (60 Marks for Theory + 40 Marks for Internal).
7. Masking of answer sheets is done and code numbers are given. Moderation and Revaluation is done, Photocopy of assessed answer sheet is given to students who asks for its revaluation if desired.

6.3.4 Research and Development

- Prof. Manoj Devne was awarded minor research project in the subject of Geography.
- Professor is encouraged presented papers in international and national conference.
- College reimbursed the registration fees to the staff who attended conference and seminars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

College had tied up with Yashwantrao Chavan Maharashtra open University (YCMOU) to conduct oral coaching centre for students appearing for UPSC & MPSC examinations. This facility was also provided to the other college students as well.

6.3.6 Human Resource Management

- Casual leave, sick leave and other leave were granted as per the government policy.
- Salaries were given to staff on time, which was a motivating factor.
- Women staff was supported during pregnancy.
- Efforts are always made to maintain cordial and friendly relation with all staff members.

6.3.7 Faculty and Staff recruitment

Being state Govt. run college recruitment of faculty & clerical staff is done through Maharashtra Public Service Commission & Class-4 staff through Joint Director Higher Education.

6.3.8 Industry Interaction / Collaboration

Industrial visit was arranged for the BMS students at Coca-Cola, Wada for better understanding of the handling of the company's operation at its bottling plant. The students got an idea about the work culture, plant layout, and organisational structure. The HR Manager of the company explained the incentives given to the workers to meet the targets in time. This leads to increase in overall productivity & efficiency of the company.

6.3.9 Admission of Students

- Admission process is strictly done as per guidelines of University of Mumbai.
- Admission rules for reservation is strictly followed
- Merit list is displayed as per the schedule of university of Mumbai.
- In house Admission is done for SY/TY. Bcom, BBI, BMS classes.

6.4 Welfare schemes for

Teaching	Provident fund , Group Insurance Scheme(GIS), Govt. Quarters, Housing Loan, Computer Loan, Vehicle Loan
Non teaching	Provident fund , Group Insurance Scheme(GIS), Govt. Quarters, Housing Loan, Computer Loan, Vehicle Loan
Students	Group Insurance, Scholarship & Hostel facility

6.5 Total corpus fund generated

11781699.22/-

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	No	-	Yes	Director of Higher Education (DHE)
Administrative	No	-	Yes	Director of Higher Education (DHE)

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

For UG Programmes Yes NA No NA

For PG Programmes Yes NA No NA

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

Academic autonomy is given to the colleges regarding papers setting, evaluation and conducting examination for 1st year and 2nd year of the degree college by the University.

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

NA

6.11 Activities and support from the Alumni Association

The meeting of the Alumni of Sydenham College of was held on 5th December 2005 at 4.30pm in the college. The Prof-in-charge of Alumni Association, Prof. (Smt) Anjali Alekar gave a warm welcome to all the alumni for this meeting. She gave a brief talk about the need to strengthen the alumni association. This meeting was attended by twenty five ex students. All the members unanimously felt that the alumni should be strengthen and more members should be enrolled. All of appreciated the role of students in putting efforts to organise 'Brohaha', the intercollegiate festival of the college.

6.12 Activities and support from the Parent – Teacher Association

There is no formal Parent –Teacher association, but informally parents come and discuss any student related academic issues with teachers. Orientation programme of newly admitted students is conducted every year.

6.13 Development programmes for support staff

Training programmes & workshops are conducted by Government for supportive staff

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

1. Creating awareness among the students for the reduction in use of plastic & electricity consumption.
2. Yearly tree plantation programme through NSS activities.
3. Garden is well maintained by the college.

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.

- Role playing, brain storming and latest teaching learning tools like OHP, Computers were used.

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

- Academic Calendar
- Reconciliation between extracurricular & curricular activities.
- Disallowing the students for submission of University exam forms if they do not have at least 75 percent attendance.

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

Please see Annexure No. iv

7.4 Contribution to environmental awareness / protection

- Environmental awareness topics are part of EVS & Foundation course subject in F.Y.B.Com which raises the awareness levels of the students through which they understand to live in harmony with nature.
- The NSS volunteers actively participated in Ganesh visarjan at various beaches of Mumbai & encourage the devotees to bring eco friendly Ganesh idols.
- “Safai Sagar” drive was conducted by NSS/SSL unit of college to clean beaches of Mumbai after the immersions of Ganesh idol.
- Say No to Plastic bag drive was conducted by distributing paper bags prepared by nss unit of the college.
- Environmental Quiz competition was conducted by Prof Manoj Kumar Devne to judge the environmental knowledge in students.

7.5 Whether environmental audit was conducted?

No

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

- Strength: - Location advantage, as the college is very close to Churchgate railway station.
- Weakness: - College does not have the authority to make regular appointments of teaching & nonteaching staff once they retire.
- Opportunities: - Mumbai University is starting newer courses in commerce faculty, which gives an opportunity to introduce new courses.
- Threat: - New professional courses have the potential to attract students from the traditional B.Com & M.Com Courses.

8. Plans of institution for next year :-

To improve the results of T.Y.B.Com & M.Com , the college will provide additional inputs to the students so as to get more marks in the examination by guiding them on how to manage the allotted time of three hours and attempt all the questions.

Name: Dr. Riteshkumar Singhal

Name: Dr. Annasaheb Khemnar

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure :- i – Academic Calendar

2005 – 2006

**SYDENHAM COLLEGE
OF
COMMERCE & ECONOMICS,
'B' ROAD, CHURCHGATE,
MUMBAI-400020**

ACADEMIC CALENDAR

(Tentative dates and plans of academic activities)

FIRST TERM

Sr No.	Activity	Date
1	First Term begins	6 th June, 2005
2	F.Y.B.Com admissions begins	8 th June, 2005
3	Lectures begins	9 th June, 2005
4	First Memorial Lecture	4 th July, 2005
5	Celebration of Friendship Day	6 th August, 2005
6	Performing Arts Society - <i>serenade</i>	8 th August, 2005
7	Blood Donation Camp – NSS	11 th August, 2005
8	Independence Day celebration	15 th August, 2005
9	Teacher’s Day celebration	05 th September, 2005
10	Second Memorial Lecture	10 th September, 2005
11	Jalosh (Inter-collegiate competition)	12 th - 13 th September, 2005
12	Hindi Day	14 th September, 2005
13	Library – Book Exhibition	17 th September, 2005
14	First Term examination	19 th September, 2005 to 5 th October, 2005
15	Centralized Assessment Programme	3 rd October, 2005
16	College Foundation Day celebration	22 nd October, 2005
17	Third Memorial Lecture	28 th October, 2005
18	Staff Council meeting (First term end)	29 th October, 2005
19	Diwali Vacation	31 st October to 21 st November, 2005

SECOND TERM

SrNo.	Activity	Date
1	Second Term begins	22 nd November, 2005
2	Brouhaha (Intercollegiate Festival)	5 th December – 9 th December, 2005
3	Gym Week activity	12 th December – 14 th December, 2005
4	Athletics meet	15 th December – 16 th December, 2005
5	Rose Day / Traditional Day (Cultural activity)	19 th December – 20 th December, 2005
6	Winter Break	25 th December, 2005 to 1 st January, 2006
7	College Reopens	2 nd January, 2006
8	N.S.S. annual rural camp	9 th January, 2006 to 18 th January, 2006
9	Republic Day celebration	26 th January, 2006
10	Annual Day	16 th February 2006
11	Celebration of Marathi Bhasha Divas	27 th February, 2006
12	Second Term Examination	20 th March – 06 th April, 2006
13	CAP begins	22 nd March, 2006
14	University Examination begins	10 th April, 2006
15	Last date of paper assessment	12 th April, 2006
16	Preparation of Result	15 th April- 25 th April, 2006
17	Exam result declaration	26 th April, 2006
18	Admission for next academic year	27 th April-29 th April, 2006
19	Staff Council meeting (Second term end)	30 th April, 2006
20	Summer vacation begins	1 st May, 2006

Academic Calendar Committee

Annexure ii:- Feedback analysis

Feedback Analysis Report

Academic year- 2005-06

Feedback of students for the academic year 2005-06 was taken randomly to get appraisal of teachers based on following criteria/Parameters:

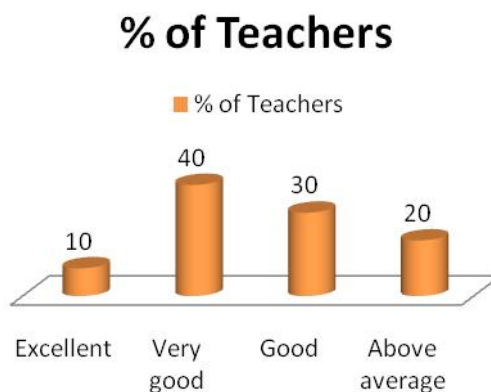
1. Subject knowledge
2. Punctuality
3. Presentation and compilation skill
4. Interaction with students
5. Creativity

The students have evaluated said parameters (teaching faculty of our college) by considering four ratings these are: **Excellent, Very good, Good, above average and Average.**

After the analysis of feedback it is found that:

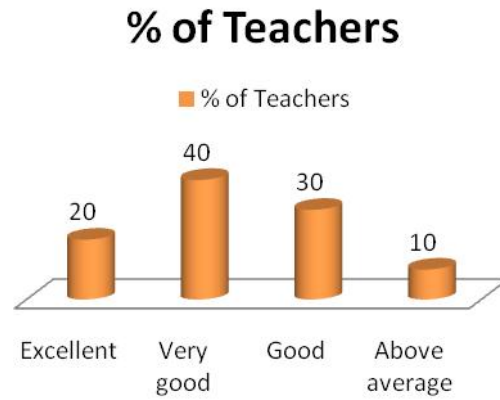
F.Y.B. Com.

Teachers Belongs to / category	% of Teachers
Excellent	10
Very good	40
Good	30
Above average	20
Average	Nil
total	100



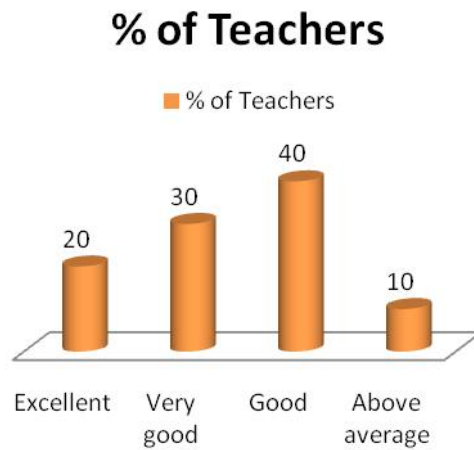
S.Y.B.Com.

Teachers Belongs to / category	% of Teachers
Excellent	20
Very good	40
Good	30
Above average	10
Average	Nil
total	100



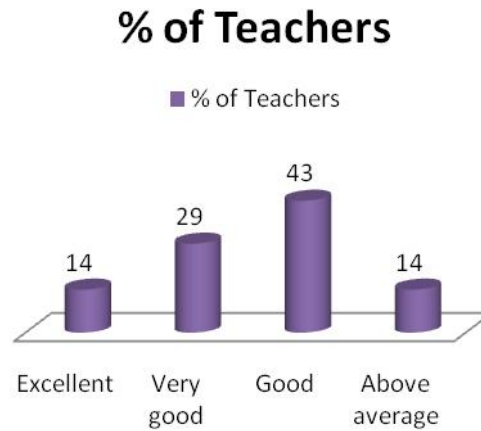
T.Y.B.Com.

Teachers Belongs to / category	% of Teachers
Excellent	20
Very good	30
Good	40
Above average	10
Average	Nil
total	100



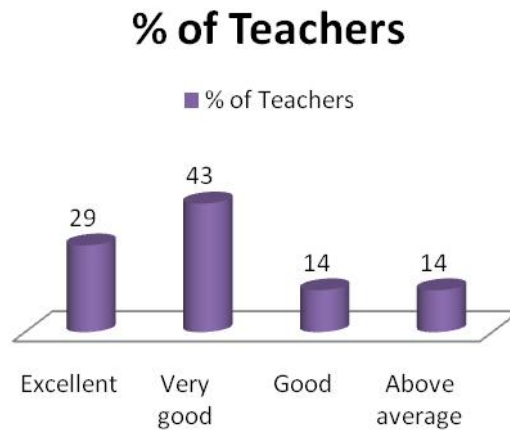
M.Com. Part –I

Teachers Belongs to / category	% of Teachers
Excellent	14
Very good	29
Good	43
Above average	14
Average	Nil
total	100



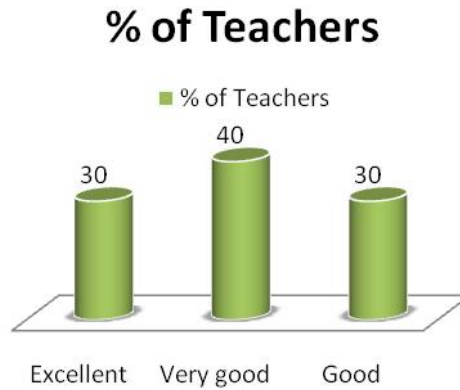
M.Com. Part –II

Teachers Belongs to / category	% of Teachers
Excellent	29
Very good	43
Good	14
Above average	14
Average	NIL
total	100



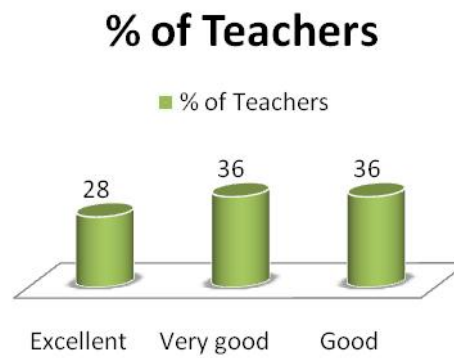
F.Y.B.M.S.

Teachers Belongs to / category	% of Teachers
Excellent	30
Very good	40
Good	30
total	100



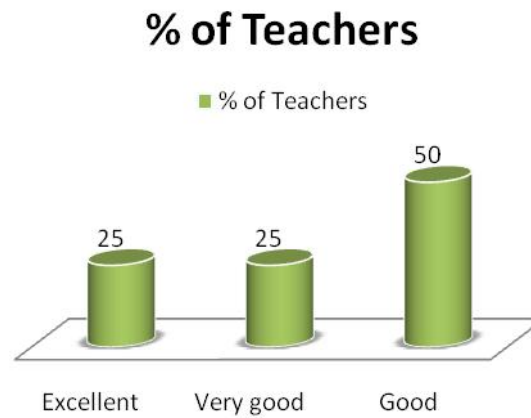
S.Y.B.M.S.

Teachers Belongs to / category	% of Teachers
Excellent	28
Very good	36
Good	36
total	100



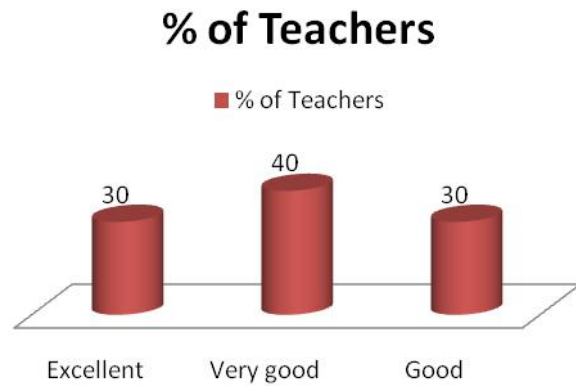
T.Y.B.M.S.

Teachers Belongs to / category	% of Teachers
Excellent	25
Very good	25
Good	50
total	100



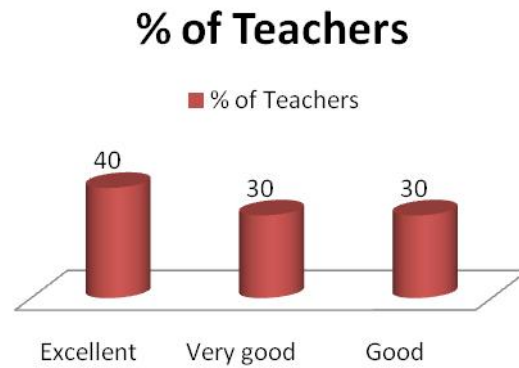
F.Y.B.B.I.

Teachers Belongs to / category	% of Teachers
Excellent	30
Very good	40
Good	30
total	100



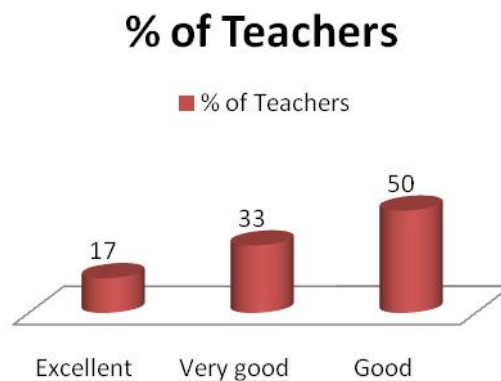
S.Y.B.B.I.

Teachers Belongs to / category	% of Teachers
Excellent	40
Very good	30
Good	30
total	100



T.Y.B.B.I.

Teachers Belongs to / category	% of Teachers
Excellent	17
Very good	33
Good	50
total	100



The report of students' feedback was submitted to the Principal. The Principal has communicated the results of feedback committee to individual staff members and counselled staff members to overcome individual shortcomings. He also gave an impetus to quality learning and teaching.

Feedback committee

Principal

Annexure iii

MIS

ANNEXURE iii – FOR ACADEMIC YEAR 2005-06

FOR BACHELOR OF MANAGEMENT STUDIES

YEAR	List of the course recognized by the University	Degree	No. of Divisions	Aided / Unaided / Self Financed	No. of Teachers Working		
					Male	Female	Total
2005-06	F.Y.BMS	Degree	1	Self Financed	7	1	8
2005-06	S.Y. BMS	Degree	1	Self Financed	9	4	13
2005-06	T.Y. BMS	Degree	1	Self Financed	9	2	11

YEAR	Student Capacity	Students Enrolled
F.Y.BMS	60	60
S.Y. BMS	60	55
T.Y. BMS	60	55

MIS

ANNEXURE iii – FOR ACADEMIC YEAR 2005-06

FOR BANKING & INSURANCE

YEAR	List of the course recognized by the University	Degree	No. of Divisions	Aided / Unaided / Self Financed	No. of Teachers Working		
					Male	Female	Total
2005-06	F.Y.BBI	Degree	1	Self Financed	5	2	7
2005-06	S.Y.BBI	Degree	1	Self Financed	4	2	6
2005-06	T.Y.BBI	Degree	1	Self Financed	6	-	6

YEAR	Student Capacity	Students Enrolled
F.Y.BBI	60	58
S.Y.BBI	60	54
T.Y.BBI	60	24

MIS

ANNEXURE iii – FOR ACADEMIC YEAR 2005-06

FOR BACHELOR'S IN COMMERCE & MASTER'S IN COMMERCE

Sr. No	List of the course recognized by the University	Degree	No. of Divisions	Aided / Unaided	No. of Teachers Working		
1	F.Y.B.COM	Degree	5	Aided	11	5	16 (Full Time & Part Time)
2	S.Y.B.COM	Degree	5	Aided			
3	T.Y.B.COM	Degree	5	Aided			
4	M.COM-I (MORN)	Master's	2	Aided	6	1	7 (Full Time & Part Time)
5	M.COM-I (MORN)	Master's	2	Aided			
6	M.COM-I (EVNG)	Master's	2	Unaided	6	3	9 (CHB)
7	M.COM-I (EVNG)	Master's	2	Unaided			
7	M.COM-I (EVNG)	Master's					

YEAR	Student Capacity	Students Enrolled
F.Y.B.Com	600	589
S.Y.B.Com	600	507
T.Y.B.Com	600	489
M.Com I	240	235
M.Com II	240	162

Annexure iv : Two Best Practices

1. The students run a society known as POOR STUDENTS EDUCATIONA RELIEF FUND (PSERF). This society provides text books to the financially needy students in college.
2. The students run a society known as Sydenham College Co-operative Stores. Its sells notebooks, textbooks, computer journals, stationary to the students at reasonable price. They also provide photocopy facility.