

Estd. 1913



Government of Maharashtra's

Sydenham College of Commerce & Economics

Internal Quality Assurance Cell (IQAC)

Annual Quality Assurance Report

(AQAR 2009-10)



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)

2009-2010

I. 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				

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 (DD/MM/YYYY)
- ii. AQAR 2005-06 31/10/2015 (DD/MM/YYYY)
- iii. AQAR 2006-07 05/11/2015 (DD/MM/YYYY)
- iv. AQAR 2007-08 05/11/2015 (DD/MM/YYYY)
- v. AQAR 2008-09 23/11/2015 (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)									

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

University of Mumbai, Mumbai

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

Autonomy by State/Central Govt. / University

No

University with Potential for Excellence

No

UGC-CPE

No

DST Star Scheme

No

UGC-CE

No

UGC-Special Assistance Programme

No

DST-FIST

No

UGC-Innovative PG programmes

No

Any other (*Specify*)

No

UGC-COP Programmes

No

2. IQAC Composition and Activities

2.1 No. of Teachers

NA

2.2 No. of Administrative/Technical staff

NA

2.3 No. of students

NA

2.4 No. of Management representatives

NA

2.5 No. of Alumni

NA

2.6 No. of any other stakeholder and
community representatives

NA

2.7 No. of Employers/ Industrialists

NA

2.8 No. of other External Experts

NA

2.9 Total No. of members

NA

2.10 No. of IQAC meetings held

NA

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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* 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

Part – B

Criterion – I

I. 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				
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* (On all aspects)

Alumni Parents Employers Students

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

Please refer annexure ii

*Please provide an analysis of the feedback in the Annexure

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
	29	15	03	01	10

2.2 No. of permanent faculty with Ph.D. 06

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
	15	01	03	00	01	00	10	07	29	08

2.4 No. of Guest and Visiting faculty and Temporary faculty 00 62 01

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	01	-
Presented papers	01	03	01
Resource Persons	-	-	-

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

- Use of photo shop to prepare the project by the students.
- Brainstorming was used to develop creative solutions to the case study problem in business Economics. It helped students to define & diagnose the problems and get all possible solutions.

2.7 Total No. of actual teaching days 182 days
during this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Masking,, 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 90.46

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.	163	NA	29.45	29.45	6.13	65.03
B. Com	507	NA	65.28	22.09	3.55	90.92
BBI	56	NA	89.29	0	3.57	92.86
BMS	55	NA	38.18	49.09	3.63	90.90

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	01
UGC – Faculty Improvement Programme	01
HRD programmes	-
Orientation programmes	-
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	27	04	-	-
Technical Staff	01	01	-	-

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	01	01	-
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

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

3.11 No. of conferences organized by the Institution

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	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

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 29 State level Nil
National level Nil International level Nil

3.22 No. of students participated in NCC events:

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

3.23 No. of Awards won in NSS:

University level Nil State level Nil
National level Nil International level Nil

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 37 Any other Nil

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

- ✓ Blood donation drive
- ✓ Blood donor's diary
- ✓ Workshop on disaster management
- ✓ Malaria awareness
- ✓ Writer bank
- ✓ HIV / AIDS awareness
- ✓ Ek Koshish
- ✓ Environmental Project
- ✓ 07 days residential camp.

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	-	Government Funded	-
Class rooms	21	-	Govt. Of Maharashtra	21
Laboratories	02	-	-	02
Seminar Halls	01	-	-	01
No. of important equipments purchased (0 lakhs) during the current year.	145	1. 2 LCD Projector Rs. 2,00,000/-	District Planning	

		2. 2 Laptop Rs. 1,02,960/-	& Develop ment	
		3. 03 Interactive Board Rs. 3,17,262/-	Council (DPDC)	
		4. 03 Floor Stand Rs. 23,850/-	DPDC	
		5. 03 Electric PC Rs. 10,218/-	DPDC	
		6. 23 MS Soft ware Rs. 2,11,899/-	DPDC	
		7. 01 Digital Copier Rs. 3,32,800/-	DPDC	
Value of the equipment purchased during the year (Rs. in Lakhs)	45,12,918/-	11,98,989/-		
Others	-	-	-	-

4.2 Computerization of administration and library

Office	06	Office Routine Work
Library	03	Library Routine Work

4.3 Library services:

Particulars	Existing ¹		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2089	2,19,802/-	254	31,003/-	2343	2,50,805/-
Reference Books	6159	20,92,488/-	182	54,574/-	6341	21,47,062/-
e-Books	-	-	-	-	-	-
Journals	41	75455/-	-	-	41	75455/-
e-Journals	-	-	-	-	-	--
Digital Database	--	-	-	-	-	-
CD & Video	-	-	-	-	-	--
Others (specify)		-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres (Laptop)	Office Printers & Fax, Scanner	Departments Project or	Others Library (Cabinet)
Existing	81	06	07	02	04	27	05	08
Added	03	23	03	03	02	01	02	-
Total	84	29	10	05	06	28	07	08

From 1987 onwards

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

For Teachers: MSCIT Computer Training Programme
For Non Teaching : MSCIT Computer Training Programme
Internet Centre in Computer Lab

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs75887/-
ii) Campus Infrastructure and facilities	Maintained by Public Works Department, Govt. Of Maharashtra
iii) Equipments	Maintained by Public Works Department, Govt. Of Maharashtra
iv) Others	--
Total :	Rs75887/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

-

5.2 Efforts made by the institution for tracking the progression

The teachers remain in touch with the students for understanding the performance of students in their respective subjects and thus help to improve their performance.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1949	410	-	-

(b) No. of students outside the state

40

(c) No. of international students

-

Men	No	%	Women	No	%
	-			-	

No	%
-	

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1767	309	08	321	-	2405	1602	358	08	391	-	2359

Demand ratio 3.51

Dropout % 13

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

The college regularly provides oral coaching for professional course like C.A. and C.S. Special guidance lectures are also provided for the students who want to appear for UPSC and MPSC.

No. of students beneficiaries

100

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

A workshop on "Group Discussion & personal interview" was conducted by Dr. M.B.Bhide, Director of SIAC. This session had 500 students who wanted to apply for final placement.

No. of students benefitted

500

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
7	80	11	190

5.8 Details of gender sensitization programmes

Sr. No.	Programme	Theme	Participated	Conducted By	Date of the Event	Remark
1.	Group discussion	Transition in status of women in globalised economy	All Students	BMS & WDC	29.07.2009	
2.	Talk	Transforming India Through women education	All Students	WDC	18.08.2009	
3.	Workshop	Women safety in local trains	All Students	NSS	11.09.2009	
4.	Street Play	Save the girl child	NSS Students	NSS	25.11.2009	
5.	Book Fair	Women and Literature	All Students	Library & NSS	19.01.2010	
6.	Lecture	Gender equity and women empowerment	Students and faculties	WDC	10.03.2010	

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 (Rs.)
Financial support from institution	-	-
Financial support from government	B.Com & M.Com - 241	801489/-
	BBI - 21	612930/-
	BMS - 51	228450/-
Financial support from other sources (KPMG)	16	401015
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.

Motto: *Labour Omnia Vincit*

6.2 Does the Institution has a management Information System

Yes, (Refer Annexure -ii)

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

6.3.1 Curriculum Development

1. At the commencement of the academic year, each department conducts a small workshop to keep faculties informed about revised syllabus of Mumbai University.
2. Faculties work as a Member of Syllabus revision committee and give their valuable suggestions to make syllabus industry oriented.

6.3.2 Teaching and Learning

1. Preparing annual teaching plan and adhering the same
2. Giving projects, assignments and conducting class test of the students
3. Quiz competition and power point presentation competition is also conducted to enhance the communication skill of the students.
4. Audio clips of well known speakers in concerned subject are played in the auditorium.
5. Students are informed about various educational sites which will enhance their knowledge apart from regular teaching.

6.3.3 Examination and Evaluation

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

1. Centralised assessment programme (CAP) is adopted for paper assessment.
2. Masking of answer sheets is done. Coding method is adopted to ensure confidentiality of exam papers.
3. Moderation of answer books are done by professors of other colleges.
4. Rules regarding unfair means are displayed during examination period.
5. Verification, Photocopy and revaluation of answer books are also done if the student applies for the same.

6.3.4 Research and Development

- 1) College receives grants from UGC and University of Mumbai for undertaking minor and major research projects.
- 2) Research cell is formed at college level which assists the faculties for applying for various research projects, publishing articles in journals etc.
- 3) Research cell reviews and examines various research articles, research papers and gives suggestions and recommendations to the faculties.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- 1) Smart classrooms are well equipped with Interactive board, mic and speaker systems which enhances teaching learning process.
- 2) Huge reading room with proper ventilation is made available to students from morning 8 to evening 8.
- 3) Other physical infrastructure like conference rooms, research rooms are being used optimally by the college staff and students.

6.3.6 Human Resource Management

1. Leadership development programme are conducted for teaching and non-teaching staff to develop leadership skills.
2. Career guidance cell conducts workshop for students to develop their innate capabilities which will help them to become more employable.

6.3.7 Faculty and Staff recruitment

1. The recruitment of the permanent faculty is as per the criteria laid down by Maharashtra Public Service Commission.
2. Appointments on Ad-hoc and contract basis are done by Director of Higher Education.
3. Clock Hour Basis appointment is done at the discretion of the Principal.

6.3.8 Industry Interaction / Collaboration

- 1) Industrial Visits were conducted by BMS and BBI department to IIM Bangalore and Kingfisher Industry, Tea factory at OOTY.
- 2) Well known people like Shri Suresh Kotak and CA Mukund Chitale were invited to give talk on “Employment Opportunities for graduates with Professional qualifications.”

6.3.9 Admission of Students

1. Admission to FYBCOM, FYBMS & FYBBI were strictly done as per the admission rules laid down by University of Mumbai.
2. In house admission is done for SY, TY BCOM BMS, BBI. If seats are vacant then a separate merit list is displayed for outside students.
3. Admission for Certificate Program on Foreign Trade are done at the college level.

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	Computer with Internet access, group Insurance

6.5 Total corpus fund generated

Rs. 23699352.15/-



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	DHE
Administrative	No		Yes	DHE

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

For UG Programmes Yes - No v

For PG Programmes Yes - No v

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

NA

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

1. Annual meeting with the alumni who are industrialist was conducted by the college on 18th August 2009. They supported the Placement Cell by selecting Third Year students as interns in some of their sister concerns.
2. Deserving and capable students receive scholarship from alumni.
3. Monetary support is also provided by alumni for needy students.

6.12 Activities and support from the Parent – Teacher Association

- 1) PTA conducts regular meeting of department heads and parents to inform them about the student's progress.
- 2) Women Development Cell conducted workshop on "Avenues for Women" in which parents also participated.

6.13 Development programmes for support staff

1. Few of support staff members have completed their graduation and further studies by availing various facilities from college.
2. Teaching faculties also helps support staff members who appear for various examinations for promotion.

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

1. One day visit was conducted on “Walk & Talk with nature” at SGNP to highlight the importance of brisk walking to lead a healthy life.
2. Best out of waste workshop was conducted by NSS to emphasize on importance of recycling.

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.

1. Faculty were encouraged to apply for FIP under UGC scheme.
2. Orientation programme were arranged for First Year BCOM, BMS & BBI students as well as for parents.
3. College organised stress level test for Third Year Students before university exams.

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

1. Prof. Ritesh Singhal was sanctioned FIP under UGC scheme.
2. Faculties presented research papers in various conferences and seminar.
3. “Communicate effectively” workshop was taken by English Department and placement cell for students.

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

1. Setting up of well equipped A/C conference hall.
2. Reservation policy is followed in admission with respect to economically, physically and socially disadvantaged, widow students.
3. Placement Cell assists the students in applying for higher education and also place them in reputed industry.

Please refer annexure iv

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

7.4 Contribution to environmental awareness / protection

1. Solar power panel was installed in the college as part of energy conservation.
2. Project was given to students on carbon credit.
3. World Environment day was observed by NSS and Nature Club students and they were encouraged to take oath to preserve and protect the environment.

7.5 Whether environmental audit was conducted?

No

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

STRENGTH: 1. social cause 2. among students 3. Strong Affinity towards Strong sense of creativity Fostering research culture	WEAKNESS: 1. with new courses 2. students Space crunch to come up Small play ground for
OPPORTUNITIES: 1. with industry. 2. university. 3. Programme Strengthening network Collaboration with foreign Faculty Exchange	THREATS: 1. time permanent faculty 2. PWD for renovation of the premises. Delay in appointing full To obtain permission from

8. Plans of institution for next year

1. To organise conferences and seminars
2. To organise workshop on revised syllabus for faculties
3. To organise lecture series for Third Year Students before commencement of University Exams.
4. To come up with more activities on environment preservation and protection.
5. To organise fairs by small women entrepreneurs and Self Help Groups.

Name : Dr. Riteshkumar Singhal

Name : Dr. Annasaheb Khemnar

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

1	Annexure I	Academic Calendar
2	Annexure II	Feedback of students
3	Annexure III	MIS
4	Annexure IV	Two best practices

ANNEXURE i

2009 – 2010

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	8 th June, 2009
2	F.Y.B.Com admissions begins	9 th June, 2009
3	Lectures begins	10 th June, 2009
4	1 st Memorial Lecture	13 th July, 2009
5	SERENADE (PAS)	28 th July, 2009
6	Celebration of Friendship Day	1 st August, 2009
7	Independence Day celebration	15 th August, 2009
8	BLOOD DONATION	20 th August, 2009
9	Teacher's Day celebration	05 th September, 2009
10	Jalosh (Inter-collegiate competition)	10 th - 11 th September, 2009
11	Hindi Day	14 th September, 2009
12	2 nd Memorial Lecture	15 th September, 2009
13	First Term examination	16 th September, 2009 to 3 rd October, 2009
14	Centralized Assessment Programme	5 th October, 2009
15	3 rd Memorial Lecture	6 th October, 2009
16	College Foundation Day celebration	22 nd October, 2009
17	Staff Council meeting (First term end)	10 th October, 2009
18	Diwali Vacation	11 th October to 1 st November, 2009

SECOND TERM

Sr No.	Activity	Date
1	Second Term begins	2 nd November, 2009
2	Gymkhana activity – Gym Week	7 th December – 8 th December, 2009
3	Gymkhana activity – Athletics Meet	13 th December – 14 th December, 2009
4	Brouhaha (Intercollegiate Festival)	15 th December – 19 th December, 2009
5	Cultural activity (Rose / Traditional Day)	21 st December – 22 nd December, 2009
6	Winter Break	25 th December, 2009 to 1 st January, 2010
7	College Reopens	2 nd January, 2010
8	N.S.S. annual rural camp	11 th January, 2010 to 17 th January, 2010
9	Republic Day celebration	26 th January, 2010
10	Annual Day	16 th February 2010
11	Marathi Bhasha Divas – celebration	27 th February, 2010
12	Second Term Examination	18 th March – 03 rd April, 2010
13	CAP begins	19 th March, 2010
14	University Examination begins	5 th April, 2010
15	Last date of paper assessment	10 th April, 2010
16	Preparation of Result	12 th April- 22 nd April, 2010
17	Exam result declaration	23 rd April, 2010
18	Admission for next academic year	24 th April- 29 th April, 2010
19	Staff Council meeting (Second term end)	30 th April, 2010
20	Summer vacation begins	1 st May, 2010

Academic Calendar Committee

Annexure ii :- Feedback Analysis

Students Feedback Analysis Report

Academic year- 2009-10

Feedback of students for the academic year 2009-10 was taken randomly to get appraisal of teachers based on following criteria/Parameters:

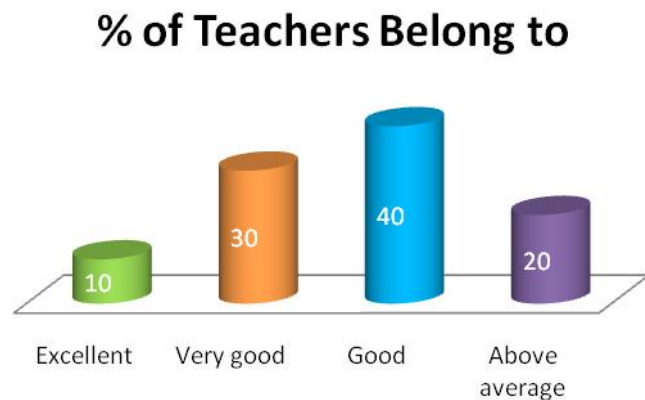
1. Subject knowledge
2. Punctuality
3. Presentation and compilation skill
4. Interaction with students
5. Creativity

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

The analysis of student's feedback is summarised into following tables and graphs:

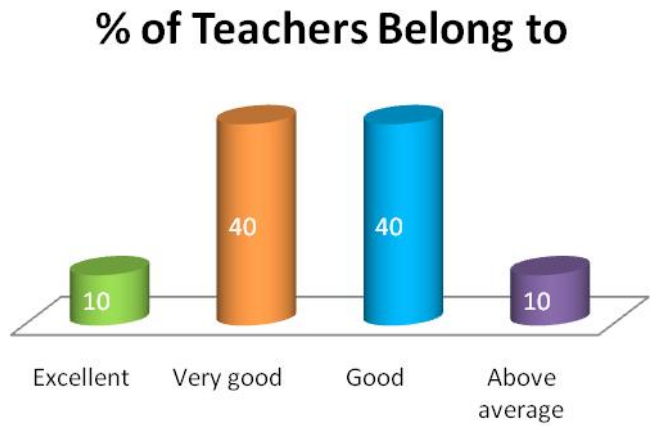
F.Y.B. Com.

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



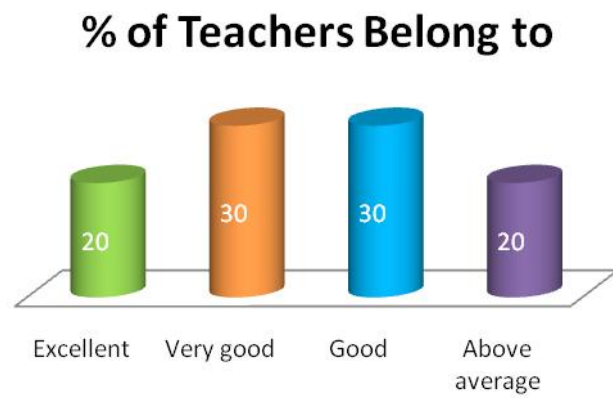
S.Y.B.Com.

Teachers Belongs to / category	% of Teachers
Excellent	10
Very good	40
Good	40
Above average	10
Total	100



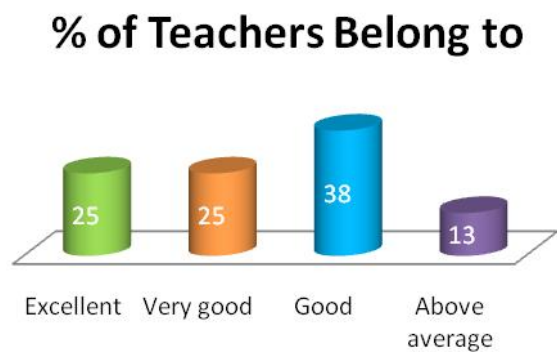
T.Y.B.Com.

Teachers Belongs to / category	% of Teachers
Excellent	20
Very good	30
Good	30
Above average	20
Total	100



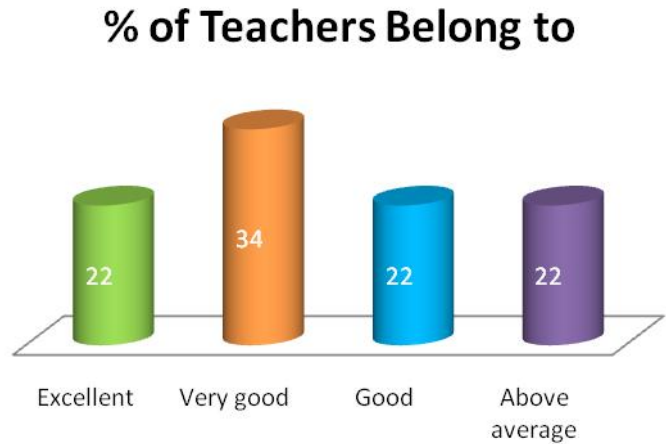
M.Com. Part -I

Teachers Belongs to / category	% of Teachers
Excellent	25
Very good	25
Good	38
Above average	13
Total	100



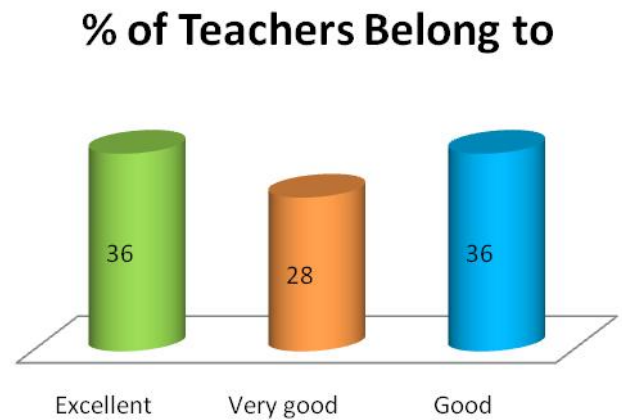
M.Com. Part -II

Teachers Belongs to / category	% of Teachers
Excellent	22
Very good	34
Good	22
Above average	22
Total	100



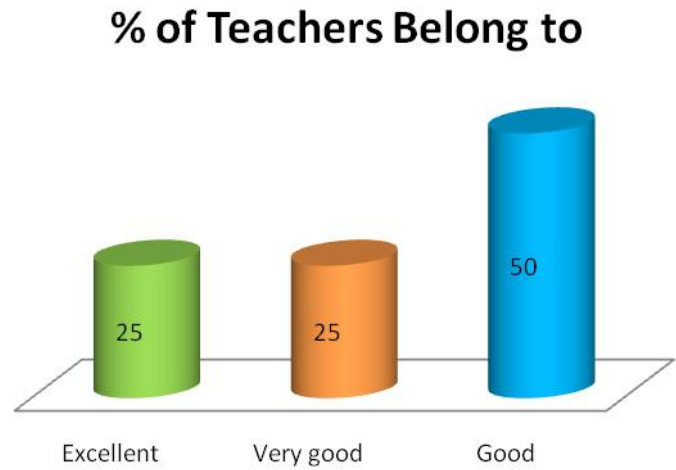
F.Y.B.M.S.

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



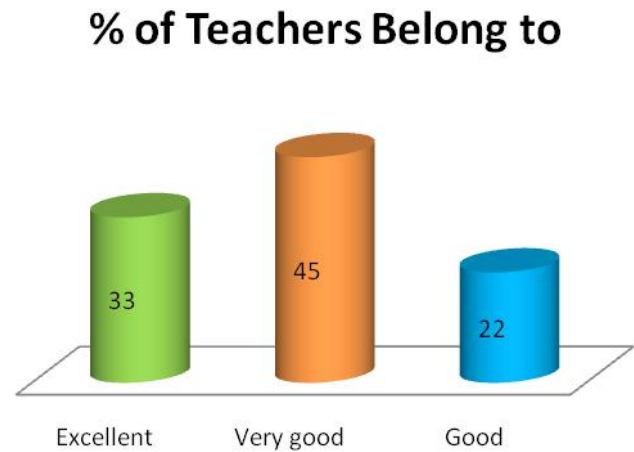
S.Y.B.M.S.

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



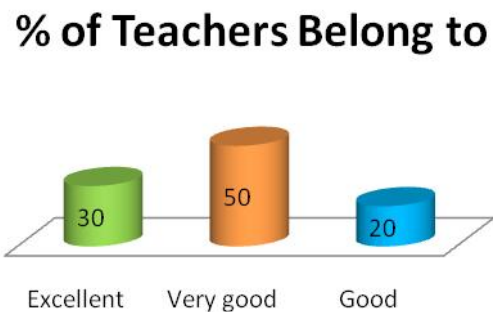
T.Y.B.M.S.

Teachers Belongs to / category	% of Teachers
Excellent	33
Very good	45
Good	22
Total	100



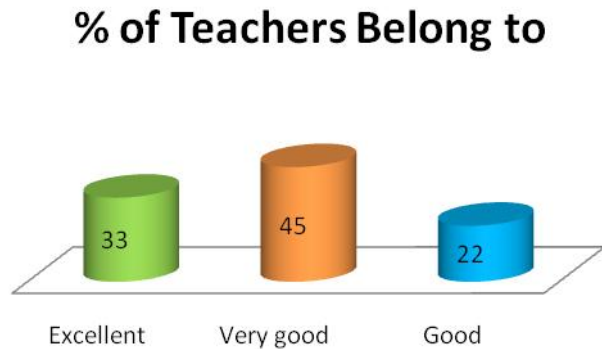
F.Y.B.B.I.

Teachers Belongs to / category	% of Teachers
Excellent	30
Very good	50
Good	20
Total	100



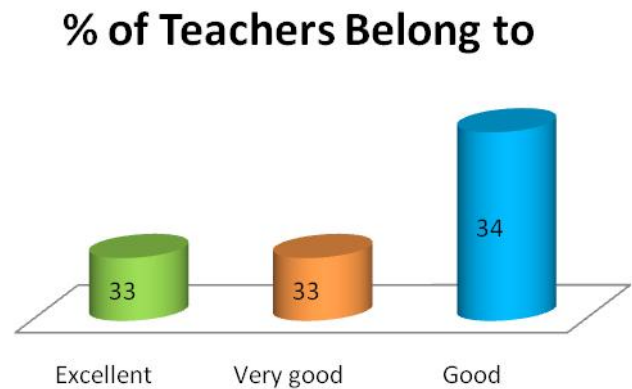
S.Y.B.B.I.

Teachers Belongs to / category	% of Teachers
Excellent	33
Very good	45
Good	22
Total	100



T.Y.B.B.I.

Teachers Belongs to / category	% of Teachers
Excellent	33
Very good	33
Good	34
Total	100



The report of students' feedback analysis of the academic year 2009-10 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

MIS

**ANNEXURE iii – FOR ACADEMIC YEAR 2009-10
FOR (BMS) BACHELOR OF MANAGEMENT STUDIES**

YEAR	List of the course recognized by the University	Degree	No. of Divisions	Aided / Unaided	No. of Teachers Working		
					Male	Female	Total
2009-10	F.Y.BMS	Degree	1	Unaided	7	4	11
2009-10	S.Y.BMS	Degree	1	Unaided	6	2	8
2009-10	T.Y.BMS	Degree	1	Unaided	8	1	9

YEAR	Student Capacity	Students Enrolled
F.Y.BMS	60	60
S.Y. BMS	60	59
T.Y. BMS	60	55

MIS

**ANNEXURE iii – FOR ACADEMIC YEAR 2009-10
FOR B.Com BANKING & INSURANCE (BBI)**

YEAR	List of the course recognized by the University	Degree	No. of Divisions	Aided / Unaided	No. of Teachers Working		
					Male	Female	Total
2009-10	F.Y.BBI	Degree	1	Unaided	4	3	7
2009-10	S.Y.BBI	Degree	1	Unaided	5	2	7
2009-10	T.Y.BBI	Degree	1	Unaided	4	2	6

YEAR	Student Capacity	Students Enrolled
F.Y.BBI	60	60
S.Y.BBI	60	60
T.Y.BBI	60	59

MIS

ANNEXURE iii – FOR ACADEMIC YEAR 2009-10

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		
					Male	Female	Total
1	F.Y.B.COM	Degree	5	Aided	18	11	29 (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			
5	M.COM-II (MORN)	Master's	2	Aided			
6	M.COM-I (EVNG)	Master's	2	Unaided	5	3	08 (CHB)
7	M.COM-II (EVNG)	Master's	2	Unaided			

YEAR	Student Capacity	Students Enrolled
F.Y.B.Com	600	567
S.Y.B.Com	600	509
T.Y.B.Com	600	520
M.Com I	240	236
M.Com II	240	174

ANNEXURE –iv: - Two Best Practices

- Setting up of well equipped A/C conference hall.
- Reservation policy is followed in admission with respect to economically, physically and socially disadvantaged, widow students.
- Placement Cell assists the students in applying for higher education and also place them in reputed industry.