



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	Sydenham College of Commerce and Economics
• Name of the Head of the institution	Dr. Shriniwas Dhure
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02222042897
• Mobile no	9821910173
• Registered e-mail	sydprincipal@yahoo.co.in
• Alternate e-mail	iqacsydenhamcollege@gmail.com
• Address	B Road Churchgate
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400020
2.Institutional status	
• Affiliated /Constituent	Constituent
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid
• Name of the Affiliating University	Dr. Homi Bhabha State University, Mumbai
• Name of the IQAC Coordinator	Dr. Iyer Radhika
• Phone No.	02222042897
• Alternate phone No.	02222813477
• Mobile	9892092265
• IQAC e-mail address	iqacsydenhamcollege@gmail.com
• Alternate Email address	radhikaiyer@sydenham.ac.in
3.Website address (Web link of the AQAR (Previous Academic Year)	https://sydenham.ac.in/pdf/AQAR%202019-2020%2024.02.23.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://sydenham.ac.in/pdf/ACADEMIC%20CALENDER%202020-2021.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	85.30/100	2004	08/01/2004	08/01/2009
Cycle 2	A	3.42	2017	28/03/2017	25/03/2022

6.Date of Establishment of IQAC

10/07/2014

7.Provide the list of funds by Central / State Government**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Commerce	PMMNMTT	Ministry of Education	2018 to 2021	1,85,00,000
Institutional 1	DPDC	Government of Maharashtra	2020 to 2021	57,79,599

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9. No. of IQAC meetings held during the year	03	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
Training to teaching faculties to conduct online lectures, examination and result processing.		
Organizing webinars, workshops and online session for the development of the students and Mentoring and mental wellness programs were organized for the benefits of students and staff during pandemic.		
Conduct online placement drives for students		
Connecting with alumni for purposeful exchange of knowledge with students and staff.		
Sydenham Faculty Development Centre under the aegis of PMMMNT had organized 03 Online Faculty Development Programs of 05 days each.		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Organizing Workshop, Seminar, webinars	Organized more than 10 workshops and seminar for the benefit of students
Faculty Development Program	Sydenham Faculty Development Centre under PMMMNMT had organized 03 FDP's of 05 days each.
Placement Drive	More than 39 companies were connected digitally and 64 students were placed in reputed companies
Alumni Connect	Workshop, talk shows, mentorship program were organized by Alumni Cell of the college for the benefit of the students.
Online Training to Teachers	Training was provided to teachers to conduct online lectures through G-Suite.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee (CDC)	15/02/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	24/02/2022

15. Multidisciplinary / interdisciplinary

Sydenham College of Commerce and Economics is a constituent college of newly founded Dr. Homi Bhabha State University, the first cluster university in the state of Maharashtra and third in the country. The University has four constituents colleges, viz. Institute of Science

- imparting instructions in postgraduate programmes in Science stream, Sydenham College of Commerce, imparting instructions in undergraduate and postgraduate programmes in Commerce stream, Elphinstone College, providing instructions in undergraduate programmes in Arts, Science and Commerce stream and S.T. College of Education, imparting instructions in undergraduate programmes in education stream. All these institutions are more than 100 years old and are owned and managed by the Government of Maharashtra. Therefore, the University is well-equipped to offer multidisciplinary and interdisciplinary programmes both at undergraduate level and post graduate level as per the requirements of the National Education Policy, 2020.

16.Academic bank of credits (ABC):

Academic Bank of Credit is an integral part of the National Education Policy (NEP) 2020, which is a digital repository of credits earned by students. The College is well aware that ABC Framework will enable students to study one course in a year in one institution and switch to another one during the next year. This provision will promote horizontal mobility for students across the nation. Considering the importance of Academic Bank of Credit for the success of National Education Policy, the University has registered itself on the ABC portal and the process of registering students on ABC has been taken up. The College has oriented its students about the importance of ABC Framework and has initiated the process of encouraging all its students to download digilocker and register on the ABC portal.

17.Skill development:

Skill Development is one of the prime focuses of the National Education Policy, 2020. The College has been offering Vocational Course in Foreign Trade since the year 1998 under the UGC Scheme on vocational education. On discontinuation of the scheme, the College continued the programme as an add-on course. The students enrolling for the programme are awarded Certificate on completion of the first year, Diploma on completion of the second year and Advanced diploma on completion of the third year. The course has been in high demand among students during all these years. In addition, the College offers NSE Certified Course in Capital Market Professional in association with the NSE, which is equally popular among the students. The College has also offered Certificate Course in GST. The College proposes to start more skill development courses on implementation of the NEP in the state from the year 2023.

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

As a step in the direction of the furtherance of the goals of the New Education Policy, the College is well-equipped in terms of human resource and infrastructure to offer courses in languages such as Marathi, Hindi, Sanskrit and Spoken English to its students. The College may also explore the possibility of starting courses in music and Indian art and culture, given the appropriate policy framework by Dr. Homi Bhabha State University under the New Education Policy.

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

The College Staff is well trained in terms of Programme Outcomes (PO) and Course Outcomes (CO). Teachers are sent to various workshops for syllabus revision and examination reforms. They are trained to make use of innovative teaching-learning processes to ensure that the teaching-learning processes are outcome oriented. For the subjects like Business Communication and Mathematics and Statistics, tutorials of batch size of 25 are conducted to give personal attention to each student. Students in the subject of Foundation Course are given Project Work on various social and political issues such as (1) Substance Abuse – Impact on Youth and Challenges for the Future (2) HIV/AIDS – Awareness, Prevention, Treatment and Services (3) Problems of the Elderly – Causes, Implications and Response (4) Issue of Child Labour – Magnitude, Causes, Effects and Response (5) Child Abuse – Effects and Ways to Prevent (6) Trafficking of Women – Causes, Effects and Response, (6) Increasing Urbanisation, Problems of Housing, Health and Sanitation, (7) Changing Lifestyles and Impact on Culture in a Globalised World (8) Farmers’ Suicides and Agrarian Distress (9) Debate regarding Genetically Modified Crops (10) Development Projects and Human Rights Violations and (11) Increasing Crime/Suicides among Youth.

Similarly, the students of M.Com. are given research projects to imbibe a culture of research among them.

20.Distance education/online education:

Considering the space constraints in the metropolitan city like Mumbai, certain non-technical programmes can be offered through online mode at reasonable fees to working and adult population. The College plans to tie-up with Yashwantrao Chavan Maharashtra Open University, Nashik with a view to offer its various programmes through distance mode at the college.

The College has necessary infrastructure and manpower to provide various non-technical courses through distance mode.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	04
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	2799
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1500
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	952
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	15
File Description	Documents
Data Template	View File

3.2	NIL
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	22
Total number of Classrooms and Seminar halls	
4.2	RS. 95, 56, 872
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	189
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Institution is a constituent college of Dr. Homi Bhabha State University, a newly constituted cluster university under RUSA. It offers traditional (B.Com. & M.Com.) as well as self-financed professional development programmes (BMS & BBI). In addition to these programmes, the College offers a number of certificate Courses. The curriculum delivery process is executed in three stages as under:

1. Curriculum Planning:

- IQAC prepares Academic Calendar and Time-table Committee prepares the timetable and the same are displayed on the Notice Board and Website.
- The Heads convene departmental meetings to plan the curriculum delivery process.
- Time-table Committee prepares the timetable. Visiting and guest faculty are appointed for specialized courses.
- Faculties formulate Teaching Plans and prepare Instructional

Materials.**2. Curriculum Delivery:**

- Orientation Programme is organized to orient students about vision, mission and teaching-learning and evaluation process.
- Lectures are conducted as per the time-table. Lecture delivery process is supervised by the Heads.
- Teachers use Student-centric Methods to add value to teaching and learning.
- Remedial Coaching is offered to slow learners.
- Certificate Courses are offered to develop multi-disciplinary skills of students.
- Workshops, Competitions and Internships are conducted to develop creativity and skillsets of the students.
- Industry and Field Visits are organized to provide real world exposures to students.

3. Monitoring and Documentation Process:

- The Principal calls for periodic reports which include Departmental Workload and Lecture Monitoring Report.
- The IQAC seeks Feedback on Teachers' Quality and Course Contents.
- Heads call for reports from teachers in the form of Teaching Plans, Syllabus Completion Certificates and Result Analysis.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

IQAC prepares the Academic Calendar on the basis of the Academic Calendar of the University. Academic Calendar is displayed on the Website and Notice Board. The major components of Academic calendar are curricular, co-curricular and extra-curricular activities.

- 1. Curriculum Activities: Academic Calendar outlines the academic activities such as starting of teaching and its completion**

during the First and the Second Half of the Academic Year. It ensures that the number of teaching days as per the University Guidelines is adhered to.

2. Continuous Internal Evaluation (CIE) Semester End Examination: Academic Calendar also includes the tentative schedule of internal and external examination. Teachers use various methods for internal assessment such as class test, group projects, group discussion, presentations, etc.
3. Project Work at PG Level: Project topics and project guides are assigned to the students at the beginning of the Semester. Projects are internally assessed by the internal guide and viva is conducted by the external expert.
4. Co-curricular & Extra-curricular Activities: Academic Calendar also includes the tentative dates for various co-curricular and extra-curricular activities.

Any change in the Academic Calendar due to unforeseen developments is communicated to the students and staff through the College Website. During Covid-19 pandemic, viva, internal tests and semester-end examinations were conducted online as per the guidelines issued by the Board of Examinations and Evaluation (BoEE). Notices to this effect were communicated to the students through website.

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

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

5

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

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

2

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

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

124

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

1.3 - Curriculum Enrichment

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

The syllabus developed by Board of Studies (BoS) for various programmes integrate various cross-cutting issues. These issues have been addressed in the various courses as described below:

1. Professional Ethics: Courses such as Foundation Course (F.Y.B.Com. & S.Y.B.Com.), Advertising (S.Y.B.Com.), IMC (S.Y.BMS), CRM (T.Y.BMS), Organizational Behaviour (S.Y.BBI), Entrepreneurship Management (S.Y.BBI), Research Methodology in Business (M.Com.) and Business Ethics and CSR (M.Com.) create awareness about ethics followed by specific professions.
2. Gender Equity: Gender equality means treating all genders with fairness and equity with any discrimination. Courses like Foundation Course (F.Y. & S.Y. for all programmes), which is a compulsory course for all programmes exposes students to importance of treating all genders fairly.
3. Human Values: Courses like Foundation Course (F.Y. and S.Y. all programmes), Principles of Management (S.Y.B.Com.) and Business Ethics and CSR (M.Com.) inculcate human values like Equality Justice, Accountability, Transparency, Honesty, Responsibility, Respect for Diversity in Religion, Culture, Gender Equity, etc.
4. Environment and Sustainability: Courses like Environmental Studies (F.Y.B.Com.) and Foundation Course (F.Y. and S.Y. all programmes) focus on the environmental and sustainability

Apart from curriculum, the College organizes a number of workshops on various cross-cutting issues under Women Development Cell, National Service Scheme (NSS) and Department of Life Long Learning and Extension (DLLE).

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

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

4

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

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

1337

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students

A. All of the above

Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	https://sydenham.ac.in/pdf/Action%20Taken%20Report%20on%20Feedback%202020-2021-1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sydenham.ac.in/pdf/Action%20Taken%20Report%20on%20Feedback%202020-2021-1.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
2799	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	

819

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The college assess the performance of students based on their examination performance. The students who need improvement in their performance are given additional help like counselling, solving of doubts and even extra session after the lecture hours. Various WhatsApp groups division wise for all the first year, second year and third year including PG have been formed which includes subject teachers as well. This helps the students to directly connect with the subject teacher. Advanced learners are encouraged to help less performing students and advance learners are encouraged to get involved in research activities. Many students also approach faculty after college hours via WhatsApp/ telephone to avail help on personal or group level. This is how colleges assess the learning levels of the students. Students are also given last 4 to 5 years question papers for reference purposes. This reduces the examination tension for slow learners. The slow learners are also given notes based on the syllabus in easy language so that the burden of syllabus is reduced on the students.

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

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

Number of Students	Number of Teachers
2799	16

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The college employs student centric methods which leads to an overall positive participative learning experience. In subjects like Foundation Course students are encouraged to prepare projects on various social and youth issues. Students are also encouraged to give power point presentation. All the courses of B.Com, M.Com, BMS and BBI involve complete involvement of the students so that they gain knowledge of their subjects. In subjects like Business Economics, students are encouraged to solve case studies which helps them to understand the practical application of the subject. Some of the methodologies which are employed by the college are; debates, group discussions, role play etc during lecture hours so that learning becomes a memorable experience.

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

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

With the advent of ICT tools in the field of education, our college teachers are not behind in using modern technology i.e. ICT enabled tools for a better student learning experience. To make online teaching a good and effective learning experience our college teachers have used various tools like, Google classroom, G-suite, google forms, power point presentations, quizzes and swayam portal. These online tools have strengthened the teaching pedagogy and made teaching a very effective e-learning experience. Student's understanding is kept as the most important activity. the link for these tools is provided on the college website.

<https://sydenham.ac.in/pdf/2.3.2%20ICT%20Enabled%20tools.pdf>

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

16

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

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

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

11

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

181

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The internal assessment is intended to give a wider view of the subject knowledge to the college students. The internal assessment can be carried out in various forms like class test, projects, assignments, group discussions, presentations, case studies etc. Each of this component is added in every semester of the students. Thus, for every subject the student has to prepare internal assessment in every semester, means twice a year. For the effective implementation the subject teachers guide them and any difficulty is solved by them in classroom. In this way the subject teacher is able to keep track of the students performance. The students are very well informed about the internal assessment procedure at the beginning of each academic year and including the minimum passing marks required for them. Thus, college follows a transparent mechanism in internal assessment.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The internal assessment is intended to give a wider view of the subject knowledge to the college students. The internal assessment can be carried out in various forms like class test, projects, assignments, group discussions, presentations, case studies etc. Each of this component is added in every semester of the students. The students are informed well in advance about the conduct of internal assessment and the way it will be conducted is also informed to all the students by putting up the notice on college notice board, besides informing during lecture hours. If any student has any query it is solved by the subject teacher and students' interest is given importance.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Course outcomes and Programme Outcomes offered by the institution are stated and displayed on the website and communicated to teachers and students as well. While preparing the syllabus, every Board of Studies has included the course objectives and the expected outcomes. These outcomes help the students to understand their subjects and helps them to select the optional subjects when they enter the second and third year of the course. Similarly in the PG section, students can take an informed decision regarding the selection of the specialised course. Thus the college gives priority to the students' interest.

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

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

Program Learning Outcomes provide guidance in curriculum design, and assessment. It's measurement can be done through identification of Performance Indicators (PI). Examination result and internal assessment outcome is the direct mode and students' satisfaction survey is the indirect mode of finding out the course outcomes. The procedure for attainment of PO, PSOs and Cos is based on the UGC report on "Evaluation Reforms in Higher Education Institutions". {<https://www.ugc.ac.in/ebook/EVALUATION%20ENGLISH.pdf>} serves as a guidance. the performance in every subejct department wise is taken into account by the Principal dueingstaff meetings.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

952

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://sydenham.ac.in/pdf/2.6.3%202020-2021%20Report%20of%20examination.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://sydenham.ac.in/pdf/Student%20satisfaction%20Survey%202020-21%20%20new.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0.42

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

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

3.1.2.1 - Number of teachers recognized as research guides

3

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

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

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

1

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

3.2 - Innovation Ecosystem

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

Innovation Ecosystem at Sydenham College

An innovation ecosystem refers to a loosely interconnected network of companies and other entities that coevolve capabilities around a shared set of technologies, knowledge, or skills, and work cooperatively and competitively to develop new products and services.

Sydenham College Ecosystem for Innovation Motto:

"Sydenham aims at giving platform for the students 'to connect with the world, to converse with the stalwarts, to associate with the industries, to co work with the experts, to communicate with the inventors, to pace with the researchers, to help the developers' for creation and transferring of knowledge"

Sydenham College is known for its unique feature of student

societies, which are run by student bodies. There are number of such societies are nurtured at the college since long. The College doesn't restrict the education to the texts only but makes student grow and learn in very interactive, creative ambience. The students are motivated to think, to create and to invent something new and unique. Their ideas can take shape of a prototype when they are given freedom and a boost to connect with one another and the outer world. The of the college in this direction are listed

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

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

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

9

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

3.3 - Research Publications and Awards

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

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

3

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

9

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

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

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

1

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

NSS Extension Activities

2020-21

"The NSS unit at Sydenham aims to make students aware of their responsibilities and duties towards the society. It helps them to learn, develop and grow. It inspire the yougstersto know 'Not me, But you."

NSS unit of college conducted various activities through out the year (some using online mode due to Covid pandemic), It celebrated NSS day on 24th September 2020 . Principal Dr. Sangita Pakade and Dr. Bidwe, the former NSS Coordinator, Mumbai University, motivated students. The NSS unitconducted alecture on communicable diseases (online) mode. In collaboration with TATA hospital, NSS conducted the session on lifestyle diseases on 15th December 2020.

The session on HIV / AIDS awareness was conducted on 11th January 2021.The NSS unit conducted campus cleanliness drive on 26th January 2021. KEM hospital organized blood donation camp in the month of March 2021 by taking all the necessary safety measures in which seven NSS volunteers have donated the blood.has organized the session on gender inequality on 8th March 2021 through online mode.

NSS has brought a transformation in number of the students, The NSS volunteers become responsible citizens. They help the community, they reside in.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

nil

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

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

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

7

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

100

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

5

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

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

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

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institute has adequate infrastructure and physical facilities for teaching and learning. The college accommodate 22 classrooms, 02 computer centers, 01 conference hall, 01 mini conference hall . The number of computers used by the staff and students is approximately 189 for online and in-class instruction of students from B.Com. and self finance courses such as BMS and BBI .The smart boards have been installed in 02 classrooms. There are 17 laptops provided to teaching staff of college. The college has set up online exam centre for conducting internal examination . This center equipped with 50 computers. The college has spacious reading room that provides a quite, serene environment for study. The reading room is kept open from 8:00 am to 6:00 pm . The college library has collection of over 54220 titles. it subscribes to national , international journals and

periodicals of commerce , economics and managements. The college has make availed the G-suite platform for online teaching and under that institutional email IDs have been provided to students and teaching staff of the college. To conduct online examination college has outsourced online platform of ME Educational Technology & Consultancy Services LLP (MEETCS) during pandemic situation.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The college has state -of- art auditorium (Dr. Babasaheb Ambedkar Auditorium) with 450 capacity where variety of cultural activities conducted for stakeholders in college. Yoga sessions are conducted on large scale in Sydenham College Gymnasium building. A common room in Sydenham Gymnasium building caters to indoor sporting interests such as chess, carrom and table tennis. The conference hall at second floor can host 123 people with its walls while mini conference room at ground floor can host 30 students for college meeting, seminars and workshops. The college offers number of campus amenities like basketball court, volleyball court and a state of art multi- station gymnasium. The college has reserved space at oval Maiden, church gate for other games like cricket and football .The college gymkhana holds its annual athletic meet at Mumbai university complex. Sydenham College has numerous societies to develop the inner talents of students and room number 8, 9, 13 and 17 are provided to student to coordinate activities of different societies. To conduct cultural activities in the college, there is a cultural committee. This committee organizes many cultural programs including Annual festival Brouhaha an inter-collegiate festival.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

08

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

9204552

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Sydenham college has a central library at second floor . Library has a huge collection of Text books, Reference books peer-reviewed journals and bound volumes of journals etc.. The reading room is well furnished to accommodate 90 students at a time and provides conducive environment for study. There is seperate arrangement for college staff in college library. A dailyvisitorrecord is maintained for students and faculty members, New Arrivals of books and journals are displayed on rack. The library has under closed circuit television (CCTV) surveillance Cameras .

Apart from the printed books the library is having access to e resources of n list which is a part of e shodhsindhu consortium of

INFLIBNET, where the users are given awareness and made to access browse and download e books, e journals, databases etc.

It has purchased the following ILMS software up to date. It is partially automated and has increased its level of automation in the following manner:

Year: facility- 2013SLIM Software Introduced

Year: facility- 2013 SLIM Software Partially Automated

Year: facility- 2017bar coding process has started.

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

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

750862

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

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

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

66

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

4.3 - IT Infrastructure

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

The college provides IT support to staff and students on campus in computer centers, classrooms, and library. Periodic supervision is conducted to validate the inventory and make sure that the infrastructure is up to date and in working condition.

The college website is maintained by an ERNET INDIA an external agency . A website committee facilitates all updates on the college website. Website is built on code igniter CI framework platform of php which is robust and secure. It's hosted on a shared server and SSL is installed on the domain for https. Since it's shared server root access is blocked and not available to any user for security purpose.

Anti-virus is regularly installed in computer. All computer has anti-virus Wi-Fi connectivity is available in Principal chamber, Office-room, IQAC room, various departments including libraryand online center .

The college has make availed the G-suite platform for online teaching and under that institutional emails have been provided to teaching staff of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

189

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

9556872

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

In Sydenham College, there are 20 spacious and airy classrooms. 02 classrooms being Smart Classrooms, 20 rooms for teaching faculties with internet facility. College has entered into AMC for maintenance of, Air conditioners, Pest-control, Computers and IT related equipment and software, Projectors, Internet CCTV facilities etc.

The College Administration is well organized with demarcation of responsibilities starting with Principal, Controller of Exams, HoDs coordinators for self-finance courses, Registrar, along with Administrative and Clerical staff are all assigned specific job responsibilities. The office has a student centric, friendly approach. A list of student "charter of services" is displayed on the campus. The college is extensively covered under CCTV Surveillance. Beside this, college has outsource Security staff on duty round the clock.

The classrooms are well equipped with all modern technology like the smart boards, mike systems and projector.

For overall smooth functioning of the library, it is divided into: Acquisition/ Processing Section Circulation Section , Serial Section , Reference Section and ICT and Digital Section

An external housekeeping service looks after cleanliness on the campus.

Website is maintained and updated with the help of external professionals and through college website students are updated.

There is purchase committee to looks after all the purchases in the college through GEM portal

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support**5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

95

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

C. 2 of the above

File Description	Documents
Link to Institutional website	www.sydenham.ac.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

317

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

289

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

64

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

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

5.2.2.1 - Number of outgoing student progression to higher education

80

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

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

0

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

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

At Sydenham College, we believe in bringing about multi-faceted development of the students by providing them enriched knowledge and encourage them to participate in various extracurricular activities.

This helps in channelizing their energy towards the quest of excellence. Further, Sydenham boasts of having about 22 student-managed societies which assist student to express and exhibit their talent and empower them to convert threats into opportunities.

The College is committed to cultivate the strong values by integrating academics with community service and transforming every student into a self-reliant and responsible citizen who are equipped to shoulder the responsibilities of the society.

The Sydenham college has a Student Council constituted with academically strong students as its body. The council comprises of General Secretary, office bearers and committee members guided by the faculty in-charge of the council. It operates with a sense of responsibility in dealing with the student concerned activities. The participation of students in various academic and administrative committees enable them in acquiring better academic environment and all-round development as well as to enhance the traits of decision making and managerial and leadership skills. These societies also organise competitive events and showcase their talents in the various inhouse events organised within Sydenham college.

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

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

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

Sydenham College of Commerce & Economics, Mumbai does not have the registered Alumni Association still the following activities are conducted by college during the year 2020-2021.

Sydenham College Alumni Cell Activities for 2020-2021

1. Celebration of virtual Independence Day on 15th August 2020. Programme shown live on Sydenham alumni cell's YouTube Channel. Students and alumni participated in this musical and patriotic songs programme.
2. First edition launch of Sydenham Alumni newsletter "Sydenhamite" on 15th August 2020.
3. Mental health & meditation session. Resource person our alumni Smt. Binaifer Chakraborty, Reiki Master, EFT Healer, and Candle Healer on 5th September 2020, live on Sydenham Alumni you Tube Channel.
4. Prof. S.V. Ghatalia - Birth Centenary event on 19th September 2020, live on Sydenham Alumni you Tube Channel.
5. Alumni Lecture series talk show with alumni Mr. Ashok Piramal Chairman VIP Industries, shown live on You Tube channel on 20th September 2020.
6. Mentorship programme to clear Professional Exams. Resource person our alumni CA Mr. Udit Goyal, Senior Consultant with Grant Thornton LLP on 5th December 2020, live on Sydenham Alumni You Tube Channel.
7. Key note session with alumni Mr. Keki Mistry (Vice-Chairman and CEO, HDFC) in collaboration with IIT Indore for the IIT event. Topic was 'The Current Perspective of the Indian

Economy and the housing Sector' on 1st April 2021.

8. No financial contribution is given by alumni to the college.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

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.

College has always been in forefront in fostering comprehensive development of the students in the quest of our mission and vision by focusing not only on academics but also on various facets like cultural, social, emotional and intellectual development of the student.

In align activities with the mission and vision, college has framed perspective plan in areas like

1. Teaching Learning

2. Extra-Curricular activities
3. Community Service and Engagement
4. Research and extension activities
5. Students Welfare
6. Inclusive Environment.

Principal along with IQAC and College Development Committee (CDC) formulate comprehensive plans and policies for smooth and conducive working of the institution. These plans are oriented towards achievement of goals of the institution.

- Principal & IQAC formulate quality enrichment policies.
- College Development Committee (CDC) is formed which assist in devising strategies for attainment of goals and objectives of the college.
- Academic calendar is prepared for curricular and co-curricular activities and various plans are devised to complete the tasks on time.
- Faculties prepare teaching plan at the commencement of the year which streamlines the entire teaching learning process.
- Academic and administrative committees are set up which looks after the examination, assessment, infrastructure development, welfare measures etc.

File Description	Documents
Paste link for additional information	https://sydenham.ac.in/Vision/
Upload any additional information	View File

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

Sydenham being a government college and affiliated to Dr, Homi Bhabha State University, the Director of Higher Education as well as university gives full freedom and autonomy to promote academic leadership at the college level.

The college develops leadership at three stages viz; academic level, research level and at the institutional (administrative) level.

Participative leadership strategy is adopted at the college front which helps to create a healthy work atmosphere. The levels of

participative management are as follows:

- At the college level Principal plays a vital role in decision making along with Heads of the Department. Here decision related to seminars, workshops, conferences and academic related matters are taken by conducting meeting at regular intervals.
- The College Development Committee is constituted to discuss and decide various policy matters for smooth and efficient conduct of college activities.
- IQAC makes continuous effort to devise quality enhancement strategies aiming for incessant progress..
- Administrative, academic and extra-curricular committees are constituted by the principal for smooth functioning of the college activities.
- Students: Students representatives are appointed as Chairperson for each cultural and extracurricular activity for organizing various events.
- Feedback is obtained from students regarding teaching learning, infrastructure facilities and other welfare facilities. This helps to take corrective measures wherever required.
- Stake holders like alumni and parents are also encouraged to give their constructive suggestion for improvement of overall performance of the college.

Thus various committees and societies are constituted to ensure decentralized decision-making and participative management in the college.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Sydenham College has always been in the leading edge in nurturing overall development of the students in the quest of our mission and vision. It focusses not only on academics but also on various facets like cultural, social, emotional and intellectual development of the student.

As regards Perspective plan is concerned, Principal along with College Development Committee, IQAC and Local Advisory Committee articulate comprehensive strategic plans and policies for smooth and conducive working of the institution. These plans are aligned with the vision and mission statement of the college. These plans are oriented towards achievement of goals of the institution. The perspective plan based on key aspects of 07 criteria as laid down by the NAAC.

The College has efficaciously deployed an inclusive plan based on SWOC analysis, critical success factors, pertinent objectives, strategic divergence, corrective measures to fill the deviations and adequate resources that are pivotal for sustained growth and progress of the institution. The Internal Quality Assurance Cell involves all the stakeholders in designing quality policy related to autonomy, academics, skill-based education, research, faculty development, industry collaboration, infrastructure augmentation, enhanced knowledge resources, placements, community outreach programs, eco friendly initiatives etc.

The perspective plan if deployed judiciously will assist college in moving towards higher trajectory of progress thereby creating a convivial atmosphere for teaching learning process.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://sydenham.ac.in/pdf/perspective%20plan%20final%202017-22.pdf
Upload any additional information	No File Uploaded

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

Sydenham abides the rules and regulation as laid down by Government of Maharashtra for recruitment, promotion of teaching and non teaching staff. Policy framing of the college is done in consultation with the Director of Higher Education.

- Being a Government college major plans and policy decisions related to finance, infrastructure, appointments, repairs and maintenance etc. are taken by Department of Higher Education, Government of Maharashtra in close co-ordination with Director

of Higher Education and Principal.

- At the college level Principal plays a vital role in decision making along with Heads of the Department. Here decision related to seminars, workshops, conferences and academic related matters are taken by conducting meeting at regular intervals.
- The College Development Committee and Local Advisory Committee is constituted at college level to discuss and decide various policy matters for smooth and efficient conduct of college activities. It plays a vital role in solving matters related to academic administrative and infrastructure development of the college.
- IQAC makes continuous effort to devise quality enhancement strategies aiming for incessant progress. An IQAC member suggests various strategies for effective functioning of the college and participates in decision making process.
- Administrative, academic and extra-curricular committees which comprises of teaching staff are set up at the college level like steering committee, purchase committee, write off committee, library advisory committee, women development cell, gymkhana committee etc., where faculties freely exchange the ideas about development plans, their implementation and hurdles (if any). Each and every staff participates in decision making process.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://sydenham.ac.in/pdf/organogram%20sydenham%20college%20final.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

College provides various welfare schemes to motivate and encourage teaching and non teaching staff so that they contribute effectively towards development of the institution.

The following is the list of welfare facilities which are provided to the staff:

1. Staff quarters (Teaching and Non-Teaching)
2. Maternity and Paternity leave
3. Pension and gratuity scheme
4. Group Insurance Scheme
5. General Provident Fund & National Pension Scheme (for new appointment after 2005)
6. Computer Loan, Housing Loan, Vehicle Loan
7. Gymnasium Facility
8. Leave Travel Concession
9. Festival Advance
10. Medical Reimbursement facility
11. Accident Policy

12. Uniform and Laundry Allowance to non-teaching staff**13. Child Care Leave of 180 days for Women Staff**

Almost all the teaching and non-teaching staff from aided section have availed these welfare facilities in the past four years which has added to institutional effectiveness.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

02

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

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

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

07

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

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

The college adopts following mechanism to evaluate the performance of teaching and non-teaching staff:

- Self Appraisal Form is duly filled by each faculty where they mention their special achievements, class wise results and student's performance, subject wise attendance of the

students.

- Yearly Confidential Report is prepared to evaluate the performance of the faculties. They are assigned scores for every trait by the Principal and the report is sent to Director of Higher Education.
- Structured feedback is obtained from the students to evaluate teaching learning performance of each faculty. On the basis of feedback report, effectual endeavors are adopted by teachers to enhance the quality of their teaching.
- The faculty also submit the Career Advancement Scheme form under "Performance Based Assessment System" (PBAS) of UGC as prescribed in its regulations of June 2018. The university has developed an "Academic Performance Indicator" (API) system which is based on PBAS System developed by the UGC.
- Self appraisal form and yearly confidential report is duly filled by non teaching staff. Principal appraise the performance and submit the report to higher authorities. Recommendations are made for placing them to higher post or cadre. A copy of the confidential report with remarks mentioned by principal is given to the staff.

Performance appraisal and confidential reports are submitted by principal to Director of Higher Education.

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

6.4 - Financial Management and Resource Mobilization

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

Financial audit is conducted for effective management of funds and by adhering to the rules laid down by Government of Maharashtra. College received adequate grant from various funding agencies which are used for comprehensive development of the institution.

Sydenham being a government college, College external Audit is conducted by Auditor General, Government of India and the auditor of Government of Maharashtra, any audit objections are resolved by the accounts section of the college.

The Audit of Self-Financed courses like BMS and BBI is done by a statutory auditor M/s M R Sharma and Company. The Auditors are appointed in consultation with College Development Committee and Local Advisory Committee of the College.

The auditor carefully scrutinize the income and expenditure of the college and auditor's suggestions are compiled upon immediately by the college.

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

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

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

NIL

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

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

Institution has a transparent and effectual method for tracking optimum deployment of available financial resources. This aids in efficient planning and implementation of financial budget, which helps to make precise decisions, exhibit accountability thus improving peripheral trustworthiness.

College receives financial resources from the State Government, District Planning and Development Council (DPDC), UGC, fees collected from students from different courses etc for endeavouring college working.

The Fees received from Self-Financed Courses are utilized for payment of salaries to contractual staff, visiting faculty, purchase of books, computers, laptop etc. The college takes every effort in efficient distribution of funds for productive activities thus ensuring institutional development.

Budget is prepared by the administrative staff after consulting the principal, Heads of Department, College Development Committee, Local Advisory Committee, Infrastructure Development Committee and Purchase committee.

Funds are allocated on the basis of prioritization of activities like college development and student welfare. Entire budget allocation process is transparent and clear. For purchase below Rs. 3 Lakhs, quotations are invited from various dealers for infrastructure development, purchase of books and stationery etc. For Purchases above Rs. 3 Lakhs, the quotations are invited online from <https://mahatenders.gov.in>. (e-tendering)

From the invited quotations the most competitive quotation is given the contract. Purchasing is done as per the rules and regulations of Finance Department, Government of Maharashtra.

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

6.5 - Internal Quality Assurance System

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

Quality Assurance of the institution is an incessant and ongoing process; IQAC plays a dominant role in maintaining and improving quality system. It also suggests various quality enhancement strategies which helps the institution to accomplish its mission.

IQAC has initiated numerous innovative practices over the period of time. Amongst that many practices have been standardized and organized occasionally.

IQAC conducts gamut of quality enhancement activities like

- Using G-Suite for online teaching during pandemic in 2020
- Stating the Standard Operating Procedure for conduct of online lectures and training to staff
- Syllabus revision of Second Year BCOM, BMS, BBI
- Setting PhD research centre in subject of Business Management & Business Policy & Administration
- Organizing online workshops, seminars for faculties and students.
- Encouraging research inquisitiveness in faculty by motivating them to present and publish research papers in national and international conferences, seminars and journals.
- Conducting various FDP's under Sydenham Faculty Development Centre
- Advocate latest online teaching learning methods to improve the process of learning. For example; Blended Learning, Flipped Classroom etc
- Enlightening teachers with various online teaching tools
- Motivating faculties to update and augment their knowledge by attending faculty development programs, workshops, orientation, refresher courses, short term courses etc.
- Structured feedback from the students.
- Enhancing placement of the students
- Organize career guidance and counselling lectures jointly with placement cell.
- Enhancing library resources through subscription to different books, e-journals etc.
- Strengthening mentor-mentee relationship

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

College faculties adopt various strategies to enhance teaching learning process and Principal continuously evaluates the methodologies adopted and suggests directions and action for further development. Following methods are implemented for appraising the

teaching learning process.

- Preparation of Academic Calendar: Academic calendar is prepared well in advance and the teaching learning activities are planned accordingly.
- Regular Departmental meetings to develop action plan, lesson plan, review of syllabus, examination pattern, analysis of subject wise student's performance and results.
- IQAC conducts various lectures and workshop for enhancing the teaching learning process. It regularly reviews the teaching learning through staff meeting and student feedback.
- Use of ICT techniques for effective teaching like LCD projectors, online centers, interactive smart boards.
- During Pandemic, Online Lecture were conducted through G-Suite. The login Id and password were given to teachers so as to ensure smooth conduct of online classes.
- Continuous evaluation is done as regards performance of the students by conducting, internal exam, external exam, project work, assignments, group discussions, and seminar presentations.
- Remedial lectures for underperforming students.
- Structured feedback from students regarding academic and infrastructure facilities.
- Arrange workshop and seminars.
- Confidential reports, Career Advancement Scheme and PBAS forms of teachers are prepared and constructive feedback are given to them.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Sydenham College has a robust ethical organization culture that promotes equity and inclusivity. It has always been leading edge in providing equal opportunity and exposure to both men and women irrespective of class, creed, gender, race, and colour etc. thus favouring gender equitable society.

Sydenham College promotes gender equity through different committees, societies of the college. Chairpersons and co-chairperson of various committees are appointed by rotation and girls are given opportunity to lead various events and societies.

Throughout the year, different programs, workshops, seminars are organized by NSS, Women Development cell, Girls Forum. Due to pandemic events were conducted online through google meet platform.

1) BMS department had organized a webinar on "Gender Equality for inclusive growth"

2) Online session on "Women's right in Indian Constitution" was organized by women Development Cell of the College

3) Online Mental and meditation program was organized by Alumni Cell of the college to promote mental wellness of both men and women.

Thus we at Sydenham make every effort to create an equitable atmosphere for developing a responsible citizen.

File Description	Documents
Annual gender sensitization action plan	https://sydenham.ac.in/pdf/ANNUAL%20GENDER%20SENSITIZATION%20ACTION%20PLAN%207.1.1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://sydenham.ac.in/pdf/7.1.1%20Women%20safety%20and%20facilities.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid Waste Management:

Appropriate waste management techniques are adopted inside Sydenham college campus. Coloured dustbins are kept in college to segregate dry and wet waste. Dustbins are kept at every floors, every classrooms, restrooms for proper disposal of waste. Automatic sanitary disposal machine is installed for instant disposal of used napkins in a very systematic and hygienic way without engendering detrimental emissions. Daily garbage is collected by housekeeping personnel.

Dry leaves from college garden are collected and are used as manure.

Liquid Waste Management:

Our college has proper Drainage system which helps appropriate disposal of liquid waste from washroom, sewage etc. Regular cleaning

of sewage and drainage tank is undertaken

E-waste Management:

Segregation, dismantling, refurbishing and recycling of e-waste like old computers, laptops, printers are done by following the Government of Maharashtra Rules from time to time. Various workshops are conducted by NSS unit of the college on e-waste management system.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Sydenham College has always been in forefront in developing an inclusive environment by providing equitable, rationale, fair and motivating atmosphere for holistic development of the students. Faculties and administration staff make every effort to instil the beliefs of inclusive growth.

Following are the instances of institutional efforts for inclusive growth:

1. Reservation policies issued by Government of Maharashtra are strictly adhered to for providing equal opportunities to deprived sections of the society.
2. College has more than 25% of the students from other states who enrol for different course in the college. Majority of the students belong to Gujarat, Rajasthan. They get easily accustomed to local culture. This proves that Sydenham college whole-heartedly supports inclusive growth of students from all strata.
3. College has different societies like Marathi Wangmay Mandal, Hindi Sahitya Mandal, English Literary Club that promotes linguistic knowledge. These societies organize cultural events which acquaints students with culture of the state.
4. NSS and SSL unit of the college organizes lectures, workshops, seminar like
 1. SESSION ON HIV, AIDS & LGBT COMMUNITY
 2. Online session on WOMEN EMPOWERMENT
 3. Visit to old age home
 4. Cultural events for differently abled and street children
 5. Online session on transgender inclusion at workplace

5. Women Development Cell of the college had organized
 1. Poster Making competition on gender equality in education
 2. Talk show on "Bollywood and nepotism"
6. Second Year Syllabus of Foundation Course focuses on topics like human right provisions thus enlightening students on human rights, justice and dignity for all.

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

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

In align with mission and vision statement, Sydenham College promotes buoyant approach for integrated growth of the students. For the progress and development of a nation, Human Values and Professional Ethics are inevitable. We at Sydenham make every effort to imbibe in students' moral values and ethical practices, make them aware about the rights duties and responsibilities towards the society. Thus, College is dedicated towards all round development of the students by making them a responsible citizen who will serve the community thereby promoting national development.

Sensitizing student and employees towards constitutional obligation is one of the significant approaches adopted at Sydenham College. Following measures are adopted

- Sensitize students about values, ethics, constitutional obligation through academics and extra-curricular activities.
- Project work related to Constitutional and human Rights is given in the subject of foundation course
- Syllabus includes one subject on ethics& governance, Human rights and constitution
- NSS and SSL unit organize various workshop, programs, and seminars to make students more socially responsible citizens
- Celebration of Constitutional Day (Samvidhan Diwas), Republic Day, Independence Day
- Online webinar on "Consumer – Know your rights" was organized by BMS department of the college
- Workshop on "Ethics in Research" was organized by Research

Cell of the college

- The subject of EVS in first year enlighten students about their responsibility towards mother earth and conservation of natural resources.
- Slogan making competition on "Voter Awareness" was organized on National Voters Day (25th January 2020).

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

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

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

Organizing events and festivals has been an integral part of Sydenham College. Even during pandemic college organized online programs on commemorative days, so as to sensitize students towards national leaders. Celebrating festivals like holi, ganesh utsav,

Diwali, Christmas etc. brings students closer to rich diverse tradition and culture of India and develop a sense of respect and understanding towards fellow mates. Every festival brings happiness and harmony between our traditions and rituals.

The college celebrates the jayanti (birth anniversary) of national leaders which helps in nurturing the feeling of national integration and patriotism among the young generation.

Thus Sydenham college foster intercultural learning experiences by incorporating the principles of socio-cultural and community responsibility in students, staff and other stakeholders thereby exhibiting dedication towards continuous development of the society.

Some of the events and festivals celebrated are as follows:

1. Republic Day, Independence Day, Maharashtra Day, Vachan Prerna Diwas, World Environment Day, NSS Day
2. Birth Anniversaries of national heroes and social reformers.
3. Celebrating festivals like Diwali, Christmas, Ganesh Utsav etc

These special events and festivals play an important role to add structure to our social lives, and connect us with our families and backgrounds.

Sydenham college maintain its legacy of celebrating events and festivals through different student managed societies thus revolutionize the millennial generation into ingenious leaders by creating a learning atmosphere that supports inter disciplinary collaboration, facilitates engagement, ensure a practice of social and cultural integrity.

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

7.2 - Best Practices

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

Title1: "Alma Connect" Staying Associated

Goals To foster enduring relation with alumni for the benefit of the students and institute **Context:** Sydenham College has myriad of exceptionally bright alumni who by their outstanding contributions in the respective fields.

Practice: Alumni cell of the college organizes workshop, mentoring programs, talk shows which assist in students progression offers endowment prizes for students to encourage academic excellence.

Evidence of Success: Organized various online programs, workshops, live you tube session, publishing alumni e-newsletter etc. in which majority of students participated.

Problems Encountered: Virtual alumni interactions during pandemic created less impact on students as compared to real face to face dialogues.

Title2 "Mental Health Matters" - Promoting Mental wellness during Pandemic

Goals: To foster mental wellbeing of the student amidst pandemic to cope up with stress and anxiety disorders **Context:** Holistic development of the students by developing various life skills.

Practice: Online Teacher-Student mentoring, workshops, yoga and meditation etc for students

Evidence of Success: Student's performance in exams and participation in various programs increased. Students were able to perform very well in various professional exams

Problems Encountered: Student perceive mental health problem as a social stigma and are reluctant to discuss with their peers or teachers

File Description	Documents
Best practices in the Institutional website	https://sydenham.ac.in/pdf/best%20practices%202020-2021.pdf
Any other relevant information	NIL

7.3 - Institutional Distinctiveness

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

" Institutional Distinctiveness: Mentoring for Emotional Well being"

Sydenham College has always been in leading edge towards nurturing inclusive development of the students in the pursuit of our mission and vision by converging not only on academics but also on numerous facades like cultural, social, emotional and intellectual development of the student.

The year 2020, when the entire world was grappling with pandemic, college also shifted their base to virtual platforms to conduct classes online. Hence during the COVID-19 pandemic, mentoring the students was needed more than ever.

Faculties undertook different mentoring activities like

1. Online interaction with students and providing access to study material
2. Remedial lectures, coaching, guiding and counselling before the examination
3. Online workshop on mentoring and mental well ness by alumni cell of the college.
4. A mentorship program to clear professional exams was conducted by CA Mr Udit Goyal
5. Workshops and seminars helped the student to participate in various events thereby combating stress and anxiety
6. Career guidance program by placement cell for final year students help them to explore career opportunities
7. Even during pandemic placement cell were able to connect with companies digitally which thus ensuring that student get placed in good companies.
8. Yoga and meditation programs were conducted by NSS cell of the college
9. A session on "Destress with Music" was organized by English Literary Club of the college.
10. Library provided link to e-books and e-journals which helped the student to access different journals and books.

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

7.3.2 - Plan of action for the next academic year

PLAN OF ACTION FOR 2021-2022

1. To subscribe for more e-books, e-journals and enhance the knowledge resources both for students and faculties keeping in mind the pandemic situation.
2. To revitalize and develop new teaching learning methods.
3. To frame new syllabus for B.Com, BMS (Hons.), BBI (Hons), M.Com.
4. To conduct student centric academic and skill development activities
5. To enhance and strengthen the ICT infrastructure in the college
6. To conduct vaccination drive in the college campus for students and staff
7. To have more industry academic collaboration so that there is more corporate participation in academic activities
8. To work towards more collaboration with Alumni for the development of the college.
9. To Collaborate with BMC for sanitization of the college at regular intervals.