



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

K.J.SOMAIYA COLLEGE OF ARTS AND COMMERCE

- Name of the Head of the institution **PROF. (DR.) KISHAN PAWAR**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**

- Phone No. of the Principal **02221023650**
- Alternate phone No. **9769386377**
- Mobile No. (Principal) **9769386377**
- Registered e-mail ID (Principal) **principal.kjsac@somaiya.edu**
- Address **K J Somaiya College of Arts and Commerce, Vidyanagar, Vidyavihar (East), Mumbai**
- City/Town **MUMBAI**
- State/UT **MAHARASHTRA**
- Pin Code **400077**

2.Institutional status

- Autonomous Status (Provide the date of conferment of Autonomy) **03/11/2011**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Grants-in aid**
- Name of the IQAC Co-ordinator/Director **Dr Satyawan S Hanegave**
- Phone No. **02221022915**
- Mobile No: **9920387557**
- IQAC e-mail ID **iqac.kjsac@somaiya.edu**

3.Website address (Web link of the AQAR (Previous Academic Year)) <https://kjsac-sr.s3.ap-south-1.amazonaws.com/IQAC/AQAR+2021-22-1+NEW.pdf>

4.Was the Academic Calendar prepared for that year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <https://kjsac.somaiya.edu.in/en/iqac/academic-calendar/>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	na	2004	08/01/2004	07/01/2009
Cycle 2	A	3.27	2010	04/09/2010	03/09/2015
Cycle 3	A	3.33	2016	16/09/2016	15/09/2021

6.Date of Establishment of IQAC **04/09/2004**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
K J somaiya College of Arts and Commerce	CPE	UGC	27/05/2016	11000000

8.Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

9.No. of IQAC meetings held during the year **5**

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Did IQAC receive funding from any funding agency to support its activities during the year? **No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Quality enrichment through the introduction of certificate and diploma programs to enhance value addition as well as the skill enhancement

Quality enhancement in academic and administrative practices through various audits (Example: Academic Audit, Library Audit, Gender Audit, Green Audit, Energy Audit, Environmental Audit)

Emphasis on the addition of values in learning through hordes of curricular, co-curricular and extra-curricular activities by the various associations during the academic year.

Enrichment of teachers' quality by undertaking the CAS process.

Successfully Submitted NAAC SSR in the month of May 2023

12.Plan of action chalked out by IQAC at 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
Green Audit 2022-23	Successfully Completed
Energy Audit 2022-23	Successfully Completed
Environmental Audit 2022-23	Successfully Completed
AQAR-KJSAC 2021-22	Successfully Submitted
Compilation of Autonomy Progress Report 2021-22	Successfully Completed
BOS for Curriculum Revision FYBA/FYBCOM Sem I and II under NEP 2020	Successfully Organized
Student Induction Programme for FYBA/FYBCOM students	Successfully Organized
OP/RC/STC/FDP	Participated and successfully completed

13. Was the AQAR placed before the statutory body? Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Annual General Meeting of IQAC	27/01/2024

14. Was the institutional data submitted to AISHE ? Yes

- Year

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Emphasis on the addition of values in learning through hordes of curricular, co-curricular and extra-curricular activities by the various associations during the academic year.		
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- Year

Year	Date of Submission
2022-23	06/02/2024

15. Multidisciplinary / interdisciplinary

K.J. Somaiya College of Arts & Commerce is a multidisciplinary institution providing holistic education since its establishment in 1959-60. Our vision is to empower a cross-section of society. We have grown into an autonomous institute since 2013-14. There

are two major streams in our college namely 'Arts' and 'Commerce'. However, subjects like "Mathematical & Statistical Techniques" and "Computer System & Applications" of science background are included in B. Com syllabus. In the subjects of Foundation Course (FC), Psychology, History & Economics some topics are included in the syllabus in order to develop scientific temper among the students. Courses like Positive Psychology, Chanakya Arthashastra, etc. are provided by our faculties to the STEM streams. College is providing credit-based courses in areas of environmental education & value-based education. Students have flexibility to opt for courses in Sports, Foreign language as option to F.C. Book keeping course is introduced to B.A. stream students too. Certificate course in Tallies is open to all students. Community engagement is actively practiced regularly through NSS, NCC, & DLLE. The institution is planning to prepare a list of multidisciplinary research areas so as to find out solutions to society's most pressing issues and challenges. Multilingual magazine is in the process of publication. There are various associations and forums like Language Associations and Social Science Associations, through which multidisciplinary approach is emphasised. These associations are highly active and offer high quality multidisciplinary exposure. We provide high number of subject combinations at FYBA (including for 3 papers at TYBA); so students can have variety of choices for types of subjects they want to study. K.J. Somaiya College of Arts & Commerce is a multidisciplinary institution providing holistic education since its establishment in 1959-60. Our vision is to empower a cross-section of the society. We have grown into an Autonomous institute since 2013-14. There are two major streams in our college namely Arts and Commerce. However, subjects "Mathematical & Statistical Techniques" and "Computer System & Applications" of science background are included in B. Com syllabus. In the subjects of Foundation Course (FC), Psychology, History & Economics some topics are included in the syllabus in order to develop scientific temper among the students. Courses like Positive Psychology, Channakya Arthashastra, etc are provided by our faculties to the STEM streams. College is providing credit-based courses in areas of environmental education & value-based education. Students have flexibility to opt for courses in Sports, Foreign language as option to F.C. Book keeping course is introduced to B.A. stream students too. Certificate course in Tallies is open to all students. Community engagement is actively practiced regularly through NSS, NCC, & DLLE. The institution is planning to prepare a list of multidisciplinary research areas so as to find out solutions to society's most pressing issues and

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16.Academic bank of credits (ABC):

17.Skill development:

The institution under autonomy has been designing Courses that will impart Soft Skills and develop Vocational Skills like Business Communication, Communication Skills in English, Computer Systems and Applications, and various translation-related courses. The College has established various bodies and cells like the Women Development Cell, Centre for Gandhian Studies, Women Study Centre, DLLE, Universal Human values Cell, and Code of Conduct through which humanistic, ethical, constitutional, and human Values are inculcated. Various skills-related courses that are in demand like Tallies, Share market, etc are introduced. Students get extra credit for successfully completing the course. We are planning in developing more vocational Courses in the upcoming years. Through field and industrial visits students are acquainted with various skills that are required in real-life work. We will involve our illustrious alumni from the industry to provide vocational skills. We will work on tie-ups with external agencies for online/distant mode Skill development. Various vocational ODL courses are offered by IGNOU in collaboration with us.

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

Various Associations of our College like Language associations and Cultural associations conduct a number of activities that enable Skill development. Gujarati Department offers Script Writing Workshop. The Marathi department organized Oratory skills and creative writing skills workshops. Dept of Psychology, Economics, and Philosophy organizes research-related skills workshops. EDC and DLLE organize various exhibitions wherein students can exhibit various skills they possess. The institution has been providing and teaching Indian languages and literature.

The College has been teaching five languages - English, Hindi, Marathi, Gujarati, and Sanskrit. Our institution faculties are equipped and are providing multilingual learning. Institution inherently follows the bilingual practice in teaching & learning. B.A. and M.A. are taught in multiple Indian languages. Ph.D. in Gujarati and Hindi are provided. Sanskrit is already taught in the college. Indian ancient traditional knowledge, Indian arts, and Indian Culture and tradition are incorporated into the Curricula of Sanskrit, History, Marathi and Hindi, Gujarati, Philosophy, and Sociology. In collaboration with the Somaiya center for Dharma Studies, we encourage the preservation of Pali, Prakrit, modi lipi, etc. Our college conducts Gyanyagna which covers Spiritual, Cultural activities, and Yoga. Spiritual discourses and Philosophical discussions are part of this activity. The Gita Jayanti competition is held every year. TilGul function is held every year by Marathi Prabodhan ... Gurjati, Expert lectures. Somaiya Performing Arts (SPA) center is organizing various programs like 'RangParv' and has renowned artists on its board.

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

We have introduced Outcome Based Education from the academic year 2019-20on the model proposed in 1988, the academic and educational psychologist William G. Spady pioneered the concept of outcome-based education, or OBE as it's also called. Every Course is having well-defined Course outcomes, and every year the attainment of the outcome is verified with the help of calculations based on academic results. While revising the curriculum, these outcome findings are taken into consideration.

20.Distance education/online education:

Due to the pandemic half of the academic year was online and half the year was offline, thus online tools like MS Teams, Zoom Platform, Googlesuits, and the services of WhiteCode Technology Solutions | IT Solutions Pune, India were used to cater to the online i.e. distance teaching and learning.

Extended Profile

1.Programme

1.1

24

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 **4316**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 **1298**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 **4276**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 **372**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 **55**

Number of full-time teachers during the year:

Extended Profile	
1.Programme	
1.1 Number of programmes offered during the year:	24
File Description	Documents
Institutional Data in Prescribed Format	View File
2.Student	
2.1 Total number of students during the year:	4316
File Description	Documents
Institutional data in Prescribed format	View File
2.2 Number of outgoing / final year students during the year:	1298
File Description	Documents
Institutional Data in Prescribed Format	View File
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	4276
File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	372
File Description	Documents
Institutional Data in Prescribed Format	View File
3.2	55

Number of full-time teachers during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
3.3	57	
Number of sanctioned posts for the year:		
4.Institution		
4.1	00	
Number of seats earmarked for reserved categories as per GOI/State Government during the year:		
4.2	32	
Total number of Classrooms and Seminar halls		
4.3	155	
Total number of computers on campus for academic purposes		
4.4	4,13,46,744	
Total expenditure, excluding salary, during the year (INR in Lakhs):		

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The college is committed to achieving its vision of providing students with education opportunities that will result in a mind that is focused on research and striving for excellence. It offers a diverse range of undergraduate and certificate programs, as well as PhD research programs, and has introduced self-financing programs such as PG programs in English, Marathi, Philosophy, History, Psychology (Industrial Psychology), and Sociology, to meet industry demands.

International Needs Language courses, like English, Spanish, German, Japanese, and French, are designed to provide communication skills in global languages. The Computer, Accountancy, and Commerce courses equip students to tackle the challenges of globalization, while courses like Athletics, Football, Badminton, Squash, and Taekwondo offer students academic flexibility and an opportunity to develop their physical fitness.

National Needs Value Education course aims to create awareness among students about various social issues. Environmental Studies stress the importance of environmental conservation. Other extension activities, such as NCC, NSS, and DLLE Students Service for the Differently Abled, Cultural Forum & EDC, and Personality Development courses help in the overall development of students.

Regional Needs - The BA course aims to bridge the gap between vernacular media students and English proficiency by providing necessary training. In addition, the implementation of a translation course helps students to enhance their translation skills.

Local Needs students who study other languages like Marathi, Hindi, and Gujarati are also exposed to Lok[1]Sahitya (Folk Literature) and different linguistic dialects, which instils a sense of responsibility as citizens to preserve the folk heritage.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://drive.google.com/file/d/15Z5qafHAGH_aJmNjvL6oKtjzQbkmXEPN/view?usp=sharing

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

24

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

372

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

00

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

24

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Professional Ethics courses, such as Languages, Soft Skills, and a certificate course on Kautilya Arthashastra, inculcate leadership, communication, time management, and other professional qualities in students. Several courses are offered that also impart domain-specific professional ethics, such as Industrial Psychology, Journalism, and Creative Writing.

Gender: As part of the Value Education course & curriculum of UG & PG courses, students are taught concepts related to gender equality and discuss women's issues through texts and case studies. The Women Development Cell, DLLE, and NSS through their various activities like guest lectures, talk on health & hygiene, and Laws to protect women's rights help in gender sensitization not only among females but also among male students.

Environment & Sustainability: The Environmental Studies course is offered to all undergraduate students, highlighting the major environmental issues faced by us and emphasizing the importance of sustainable development. Courses such as Growth & Development in Economics, Sociology, and Languages integrate environmental issues from an interdisciplinary perspective.

Human Values: The curricula offer a wide variety of courses with an emphasis on human values such as Human Rights, Philosophy of Human Rights, Media Ethics and Human Rights, Sensitization to Social Issues, Community Sensitization, and Social service for Differently Abled. Extension activities conducted by NSS, NCC & DLLE help emphasize the importance of social work. Along with the regular program, a certificate course on Meditation helps in self-realization & appreciating the importance of Yoga for a happy & healthy human life.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

03

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

101

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

102

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://kjsac.somaiya.edu.in/en/igac/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	https://kjsac.somaiya.edu.in/en/reports?report=SSS
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1496

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

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

0

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Students learning levels are assessed at the college through the following mechanism:

The college assesses students' learning levels through a streamlined induction program, mentor-mentee system, and various activities. The college provides a balanced approach to assessment, identifying students' diverse academic needs, socioeconomic backgrounds, and talents. The mentor-mentee system is continuously monitored and updated. For Advanced Learner:

- Advanced learners are involved in various forums, exposing themselves to their potential talents and preparing for competitions. They participate in intercollegiate and collegiate cultural, curricular, and research competitions, as well as community-based research projects. They are also aided in preparing for competitive exams like TOEFL, GRE, SET/NET, and CA and CS.
- The college encourages advanced learners to opt for dual degree programs and fosters creativity through various departments. They also organize lecture series of subject experts and participate in curricular and extracurricular activities through various committees.

For Slow Learners:

- Slow learners are identified and given special attention through regular contact with mentors. Remedial classes are arranged, and course material is prepared in simplified and regional languages. A counsellor is appointed to facilitate effective contact with teachers. The college also has a counselling cell to cope with personal issues.
- All slow learners and advanced learners are encouraged to participate in all class and college activities to enhance their learning experience and reduce their hesitation.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/iqac/policy-documents

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/03/2023	4316	55

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

The college focuses on fostering a conducive learning atmosphere through student-centric methods such as experiential learning, participative learning, and problem-solving methodologies. The curriculum is designed with employability skills, lifelong learning skills, value additions, human values, and professional ethics.

Experiential learning:

- The curriculum prioritizes experiential learning through continuous evaluation, assignments, projects, survey-based projects, and internships.
- Teachers attend various events to enhance teaching and introduce innovative teaching pedagogies.
- Students participate in group discussions, debates, case studies, and field visits to expand their knowledge.
- Departments conduct academic activities, community-based projects, and field visits to various institutions. Students participate in paper presentations at conferences, participate in elocution competitions, and participate in industrial visits. Inter-departmental and inter-collegiate events help develop leadership and management skills.

- College associations organize innovative activities like mock parliaments and mock stock. Extension activities like community projects enhance social skills, understanding socio-economic scenarios, and research skills.

Participative learning:

Participative learning incorporates ICT tools and introduces new teaching methodologies to cater to participative learning. The college provides learning opportunities for students interested in honing entrepreneurial skills, such as exhibiting products and participating in seminars, conferences, workshops, and translation workshops. Problem-Solving Methods:

Problem-solving methods include real-time situations, assignments, projects, and internships. These methods help students identify problems, enhance cognitive thinking, and contribute to their overall learning experience.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://kjsac.somaiya.edu.in/en/igac/college-annual-report

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The use of ICT-enabled tools became a mandatory rather forced part of teaching teaching-learning process during the pandemic, but K. J. Somaiya College of Arts & Commerce had started upgrading infrastructure long before the pandemic.

- The college provides personal laptops to teachers; Classrooms are equipped with overhead projectors and internet connections.
- It uses ICT-enabled pedagogy for effective teaching, along with traditional chalk-and-board methods.
- Teachers are given institutional email addresses for communication.
- SVV IT has purchased licenses for Google Suite and virtual platforms like Zoom, Google Classroom, and Microsoft Teams for online teaching.
- Offline interactive software, PPTs, video clippings,

online quizzes, assignments, and tests are part of supplementary teaching in ICT-based pedagogy.

- Films with social, economic, and political relevance are used as teaching aids.
- The college library supports online reservations and renovations of books, with a KIOSK automatic machine and an INFLIBNET facility.
- Course syllabuses are uploaded to websites, and the economics department has started a blog called Somaiyanomics.
- Teachers use online platforms like Telegram and WhatsApp groups to update students and mentor students.
- Teachers record videos and provide online and live-streaming guidance for exams.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://kjsac.somaiya.edu.in/en/ict-tools/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

55

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

- University of Mumbai issues circular to make the affiliated institution adhere to the uniform academic calendar. Based on the guidelines, the institutional Academic calendar is prepared for the academic year in consultation with each dean, department head, IQAC Team, Principal and non-teaching staff.
- The Controller of Examinations decides semester end and

internal exam dates after confirming 90 teaching days for each semester. The dates/schedules are presented in the staff meeting and then displayed on the college website in advance.

Some Important dates incorporated in the academic calendar are as follows:

- Re-opening after summer vacation for Undergraduate Programs (senior classes).
- Commencement of all classes
- Student Induction Program.
- Last working day for the semester.
- List of holidays & Term breaks.
- The proposed curricular and co-curricular activities
- NSS Activities Schedule
- NCC Activities Schedule
- Cultural Forum Activities Schedule
- Association Activities
- Commencement of End semester examinations.
- Commencement of classes for the even semester.
- Significant National / International days and festivals.
- The Academic Calendar is used to plan department events such as club activities, guest lectures, workshops, intercollegiate events, and study tours.

Teaching Plan

- IQAC prepares the comprehensive format for the teaching plan. The format with date, day, order, topic, options for teaching pedagogy and assessment methods helps teachers have a clear idea about their teaching strategies for the entire semester.
- Teachers create lesson plans according to the Academic Calendar, with Department Heads monitoring implementation.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

27

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

761

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

63.225

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

124

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

K. J. Somaiya College of Arts and Commerce has developed a reliable examination system based on UGC guidelines and University of Mumbai circulars. The Examination Cell, headed by the Principal, conducts both internal and external exams fairly and systematically. The system ensures uniformity and consistency in assessment and adopts flexibility, adaptability, and transparency. It also has state-of-the-art facilities for processing large data and generating pre-defined documents with minimal human interaction.

Reforms in the Examination System:

The college uses a Semester, Credit, and Grading System for undergraduate and postgraduate programs, with continuous evaluations of learners. Passing is compulsory in both internal and external examinations. A learner must get at least 40% of the total marks in both examinations to pass. Credits are calculated based on the time spent and the workload of a learner. The college follows an Absolute Grading System of Seven Points. The scheme includes internal and external assessments, with moderation applied. Grievances are notified and scrutinized

by the Controller of Examination or committee appointed by the Principal.

IT Integration:

Internal examinations are conducted through Google Forms. An external agency is hired for result processing, with strict supervision from the examination committee. Examination notices, timetables, instructions, and results are uploaded on the college website and shared through WhatsApp groups. Methods like assignment submission, class tests, PPT presentations, and group discussions are reintroduced through virtual methods.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://kjsac.somaiya.edu.in/en/examination/

2.6 - Student Performance and Learning Outcomes

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

KJSAC has moved from a content-based to competency-based curriculum to Outcome Based Education (OBE) from the academic year 2019 - 2020 :

- Outcome-based education (OBE) is education in which an emphasis is placed on an articulated idea of what students are expected to know and be able to do, that is, what skills and knowledge they need to have when they leave the learning system.
- It is sometimes also called performance-based education and is an attempt to measure educational effectiveness.
- The framework elaborated by Bloom and his collaborators consisted of six major categories: Knowledge, Comprehension, Application, Analysis, Synthesis, and Evaluation are strictly followed and adopted in spirit and practice.

Strategy

- Attainment of CO, PO and PSO is measured by using the direct assessment method. The direct assessment method is

based on the performance of students in the internal assessment and Semester End Examination.

- COs of each course are designed by the concerned subject teacher. COs are designed in such a way that all the levels of Bloom's Taxonomy are covered in the entire COs.
- Question Papers i.e. internal as well as external in each course are designed in such a way that the entire course outcomes are covered in it.
- All the syllabi contain the COs of the respective subjects which are shared with the students. COs, POs and PSOs are displayed on the college website as well. Concerned teachers discuss the syllabus and the COs in the class in the first lecture of each term.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://kjsac-sr.s3.ap-south-1.amazonaws.com/IOAC/Policy+Documents/OBE%2BPOLICY.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The faculty measures student performance using various indicators throughout the academic year, including PO, PSO & CO. They record student performance through continuous evaluation, home assignments, internal tests, and quizzes.

Key indicators of measuring attainment are:

The college conducts an end-semester examination, with internal assessments accounting for 25% of the total marks in each subject. Regular tests, quizzes, and vivas are conducted to assess student performance.

Evaluation of Course attainment and Program attainment

The average student scores for each course are calculated for internal and external assessments. The number of students above the average is calculated for both exams. The CO attainment score for M.COM/B.Com and M.A./B.A. is calculated using actual

and target scores.

POs and PSOs are defined for B. Com and B.A. programs.

- CO, PO mapping matrix and CO, PSO mapping matrix are defined by respective course teachers for their courses.

For mapping the following criteria are used.

3- for the highest, 2- for medium & 1- for low correlation between CO and PO or CO and PSO.

- The calculation for PO attainment score for each PO, the average co-relation is calculated using the mapping matrix as defined above. The target PO attainment co-relation is 3.
- Using the above method, we calculate the PO and PSO attainment scores. Average PO and PSO attainment scores are calculated using the PO and PSO attainment scores of all the courses taught in the respective programs.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://kjsac.somaiya.edu.in/en/igac/policy-documents

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1298

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://kjsac.somaiya.edu.in/en/examination/

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://kjsac.somaiya.edu.in/en/reports?report=SSS>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The Research Policy of K.J. Somaiya College of Arts and Commerce (Autonomous), Mumbai, focuses on the following:

- To create and promote a culture of research among the faculty and staff of the college
- To identify research areas and specify research topics of academic, practical, and socially relevant significance.
- To organize seminars/workshops/conferences on research topics and training programs on Research methodology.

Efforts of the college to promote Research:

- The college has always encouraged research and co-curricular pursuits of the staff and students.
- The college has a Research Review and Recommendation Committee which also acts as Research Ethics Committee.
- One of the endeavors of the college has been to inculcate research culture among students. Given this several projects have been undertaken by various departments in which students have been introduced to the nuances of aspects related to research.

- Departments of Commerce, Hindi, English, History, and Gujarati are recognized as Research Centres.

Details on Facilities to Promote Research:

- To facilitate research the institution has linkage with Infflibinet and EBSCO to get access to online journals.
- Internet facilities (wired and wi-fi) are provided to the teachers so that they access various research materials.
- Inter-institutional library facilities are available in the campus for members of sister institutions.
- The college library subscribes to various journals and books which can be used by researchers.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://kjsac-sr.s3.ap-south-1.amazonaws.com/IQAC/Policy+Documents/RESEARCH++POLICY.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

00

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

1

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

00

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://kjsac-sr.s3.ap-south-1.amazonaws.com/IQAC/Policy+Documents/RESEARCH++POLICY.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

08

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

00

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Our Institution provides a healthy atmosphere, infrastructure, resources, and confidence for the enhancement of the capacity and competencies of students and teachers in research and

innovative activities. All innovative and extension activities are student-centric. Various activities are conducted to nurture and nourish youth's minds. These activities help students to understand the various problems faced by the society. The institution has various subject associations and cells through which various activities conducted to develop leadership qualities, various skills, planning, budgeting, marketing, and organizing. Activities conducted by language associations help enhance the skills of languages and creative thinking.

The college has an Entrepreneurship Development Cell (EDC) to promote an entrepreneurial mindset. Throughout the year workshops, seminars and guest lectures on Entrepreneurship are organized by EDC. Students are provided opportunities to directly interact with outstanding entrepreneurs excelling in their field. Expert lectures by industry personnel are arranged for students. College has recognized Research Centres in the Departments of Commerce, Hindi, English, history, and Gujarati.

Incubation Design Laboratories) where students intern with them for Maker Mela and related entrepreneurial awareness activities. They assist us with startup advice. This incubation center is shared with all the institutions on the campus. It is an incubation center that provides a nurturing environment to early-based startups by providing them with workspace and mentoring which enables them to contribute to the community. It is also created to focus on groups who want to work on projects and technology-based business ideas on the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/edc/

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

03

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

08

File Description	Documents
URL to the research page on HEI website	https://kjsac.somaiya.edu.in/en/syllabus/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

33

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

03

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1CxMFvshuDVkQZelZOvfBXrBcUUrKU9Y6/view?usp=drive_link

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed**3.4.5.1 - Total number of Citations in Scopus during the year**

00

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University**3.4.6.1 - h-index of Scopus during the year**

00

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

00

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

00

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

K. J. Somaiya College of Arts and Commerce organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contributing to the community and strengthening community participation. Extension activities aim at giving awareness to the students on the contemporary social issues of the neighborhood communities and to motivate them towards achieving action-oriented solutions to the problems. The NCC and NSS college units take part in various initiatives like Swacchh Bharat Abhiyan, Swachhta Pakhwada initiatives, blood donation camps, awareness programs on AIDS prevention, Organ Donation and Plasma Donation, Pulse Polio Vaccination drives, Tree Plantation Drives, Voter Registration Drives, etc.

IMPACT TO SOCIETY Extension activities have helped the students to be sensitive to the needs of the society. The students come up with various meaningful activities to impact society. During Ganesh Visarjan the NSS volunteers helped the traffic police in the Ghatkopar area. Awareness Programs and Rallies on several issues such as SWACHHTA AWARENESS, health hazards of open defecation, organ donation, Plasma Donation, Voter Awareness, Plastic free society, Anti-Tobacco, and Anti-narcotics, spreading awareness of drug abuse and trafficking in the locality of college area. Celebration of Independence Day and Republic Day on the Campus

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/nss/

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

01

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

108

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

3766

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

102

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

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

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 equipments, etc.

Following Infrastructure and facilities are in place for Teaching-Learning Processes:

1. 32 classrooms - 29 classrooms are equipped with Wi-Fi / LAN facility, LCD, Speakers
2. One classroom with a smart board
3. One classroom to support e-content development
4. 4 AV classrooms with 1 amplifier, speaker and a cordless microphone
5. Conference Room
6. Auditorium
7. Computer lab
8. Digital Language Lab
9. Psychology department has a laboratory cum classroom
10. Faculties provided with a laptop and Wi-Fi

Extra-curricular:

- Auditorium, Kalidas Sabhagruh with the capacity of 350 people.
- Gymnasium

Health Care Facilities:

- Psychiatrist and counselling centre
- Preliminary medical services.

- Napi-pad vending machine and burner for sanitary napkins
- Ambulance for medical emergencies

Other Facilities:

- Air-conditioned and Wi-fi enabled Principal's Cabin, Administrative Office, General Office, Examination Cell, Board Room, and Staff Common Room.
- CAP room for paper assessment
- Ladies Common Room
- Cabins to every department, Cell and Association
- Clean toilets on each floor for girls and boys.
- Disabled-friendly toilet.
- Photocopy centre on the premises
- Tea/coffee/juice vending machine
- 4 routers for good internet connectivity.
- CCTV Cameras in the entire college
- Water purifiers and water coolers

Sharing of Campus Facilities:

- 3 Hostels
- 3 Canteens and 2 Mess and a Maggie house
- 24 X 7 security
- CCTV surveillance
- 5 Auditoria
- Health Centre
- E-Golf Carts
- Project Office to administer logistic requirements
- Data Centre for Technological Support
- Outdoor and Indoor sports facilities, gymnasium, swimming pool

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/infrastructure/

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

For Cultural Activities:

- A dedicated College Auditorium named 'Kalidas Sabhagruh' comprising 6 speakers for the audience, 2 base 2 stage speakers, 4 hanging mics, 1 podium and 2 cordless mics, 1 amplifier, 1 mixer, LCD, Wifi connectivity centralized air-conditioning with a seating capacity of 350.
- The College Conference Room is also used as a supplementary physical facility for conducting events during the college festivals and for intra/intercollegiate competitions.

For Indoor and Outdoor Sports Facilities:

- College Gymnasium for indoor games and physical fitness, consisting of Table Tennis, Carrom, Chess facility, Treadmills, Dumbbells for workouts and storing facility for Football and Cricket kits for outdoor games.

Shared Sports Facilities on Campus:

- 3 fully synthetic athletic tracks, 8 lanes 400 meters, Olympic track with floodlights
- 1 international standard basketball court and 2 practice courts
- Badminton Court Squash
- 65m X 105m Football Ground surface made out of artificial turf, with floodlights to play even in bad light
- Volleyball Ground
- Roller Skating
- 40 m Cricket Ground with centre pitch and world-class equipment, 3 cricket nets
- A dedicated piece of land, a mud ground for Kabbadi and Kho-kho
- A fully cushioned synthetic tennis court with acrylic acrylic-coated surface, flood-lit with materials approved by the International Tennis Federation
- 2 well-lit wooden Squash courts with concrete walls
- 25 Giant Chess sets made from polyurethane plastic suitable for all weather conditions for Outdoor Chess
- Taekwondo Court
- Carrom and Chess Board for indoor sports
- A fully equipped gymnasium with Changing Rooms, Shower Rooms, Lockers
- Facility for Yoga

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/infrastructure/

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

32

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

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

6.69

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

10732-sq. ft., 418 chairs with 80 tables, 87000+ books, 758 e-books, 63,890 Titles, 124 periodicals, 2 e-resources, 825 back volumes, 427 rare collections, 8 braille collections, 18 Theses, 1684 CDs, 31 audio cassettes, 59 video tapes, 136 maps and 18 newspapers

Salient features:

- Approximate yearly budget Rs. 6,00,000 to Rs. 7,00,000
- Past question papers and syllabi
- Helps to get photocopies of syllabi for studies in foreign countries
- Collection on Career Guidance, Gandhian Literature, competitive examinations, CA studies and Biographies
- Rare books
- 8 sections - Acquisition, Periodical, Reference, Current Reading, Home issue, Staff and PG issue, Internet and Computers section and Book-bank
- Free internet, photocopy and print
- 7 AM to 6 PM
- In-house software 'BOOK WORM' to link all libraries
- Bar-coded books
- Circulation and statistical records
- Online renewal (KIOSK), reserve through Web OPAC
- Reprographic facilities and photocopy machine
- Digital Collection Access at www.somaiya.edu
- Remote access from Remotex
- website kjsac.somaiya.edu.in/en/library/services
- Web OPAC

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/library/overview/

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu

A. Any 4 or more of the above

Shodhganga Membership e-books

Databases Remote access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

6.3

File Description	Documents
Audited statements of accounts	View File
Any additional information	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 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

317

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

- Centralised Information Technology policy applicable to all faculty, staff and students across campus
- Data centre of the Somaiya campus monitors data and Wi-Fi access. Each device requires a login ID to register and operate. All computers require updated anti-virus software installed by SVV IT Cell. Interfere with the operation of the anti-virus unless granted permission is prohibited. Use of USB sticks, memory cards or any other portable media devices requires permission. The user is required to contact an administrator for suspicious electronic communication or suspect malware.
- Usage is monitored through a software audit.
- High-speed connections to the internet
- All computers, computer peripherals, telephone and mobile equipment, software and software licences are procured by SVV IT Cell and will remain as SVV property and administration, and security of the IT system is the sole responsibility of the college.
- Purchase Committee meeting regularly to decide on various

purchases.

- IT Services used by staff and students include SVV Network, internet, personal email IDs, G-Suite, Collegeworm, Bookworm, H.R & ESS, RFID Card Management System, College Websites, and many more.
- Microsoft School Campus Agreement For Education, Adobe Enterprise Term License Agreement For Education, Oracle Academy Program For Education, Matlab Total Academic Headcount License For Education.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/igac/policy-documents

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
4316	155

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 750 Mbps

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

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

D. Any one of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

160.85

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

The institution has a built-in mechanism well communicated through policy manuals:

Library -

- Login through My Account on the Somaiya Vidyavihar Home Page to access library facilities online

Sports:

- Sports facilities in the institution as well as across the campus are available for use to staff and students provided they produce their appropriate Somaiya ID Cards / Sports Facilities User Cards issued and sign the register
- The gymkhana in charge is also responsible for the inventory and storage of sports equipment.
- For using sports facilities on the Somaiya campus, written guidelines regarding rules and regulations to use sports facilities are available and duly informed.
- Necessary online bookings are essential to use Somaiya

sports facilities.

- Access to all the sports facilities is free of cost for all current students.

Laboratory:

- Computer and Language lab can be used by staff and students any time except the lectures and practical sessions, subject to furnishing of a Somaiya ID card.
- Teachers and students using computer labs should adhere to the rules and regulations mentioned in the Lab manual.

Research Centre:

- Research centres can be used by the research guides and their students and by anyone else with prior permission from the competent authority.
- Everyone should adhere to the rules and guidelines mentioned in the Policy for Research Laboratory.

Classroom:

Classrooms are utilised not only for regular lectures and examinations but also for the conduct of competitive examinations of national importance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/igac/policy-documents

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

19

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://kjsac.somaiya.edu.in/en/capacity-development-programme/
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

197

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

74

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

286

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

5

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

16

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

K.J. Somaiya College of Arts and Commerce (Autonomous) has a very dynamic and vibrant Student Council. The Students' Council Committee of the College comprises of the Chairman (Principal), the Appointed In-charge (Coordinator), and Chairpersons of NSS, NCC, and Sports. In addition to these teaching staff members, a

group of students who are academically sound and also good in co-curricular activities are selected as members. For this, the Chairpersons of NSS, NCC, SPORTS, and CULTURAL FORUM are requested to nominate three good students in their respective activities' preference-wise, to be considered as members of the Students' Council. The Academic Toppers of the College from every subject are also considered. Care is taken that at least one student from each class is selected i.e.: there will be at least one student from FYBA/SYBA/TYBA and FYBCOM /SYBCOM / TYBCOM and also MCOM-I /MCOM-II. This ensures that every class is correctly represented. Also, as per requirement, two lady students and also students from the backward class are to be included in the Students' Council. Thus, there is a perfect representation of academic excellence, excellence in co-curricular activities, all classes, and all categories of students. in the Students' Council.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/student-council

5.3.3 - Number of sports and cultural events / competitions organised by the institution

12

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Ex-Som, The Alumni Association of this college, although always functioning from early days was formally established in the year 2010. The main objective being to create a forum where the alumni can give back to the college what they learned from here

and bring in their valued experience to be shared with the current students so that "knowledge multiples". The college motto has always "Gyandev Tu Kaivalyam" meaning knowledge alone liberates. The alumni of this college have always been at the forefront of multiple activities for the college including 1) industry interaction lectures 2) guidance seminars on career-related topics 3) subject board members 4) member jury for college events 5) recruiters for companies 6) supporting poor students by way of fees. Some alumni are also now teaching in the college as professors/lecturers or working as non-teaching staff members with great distinction. Lately the immediate past as well as current Principal of the college is also an Alumni of this college!! Alumni Contribution for the Development of the Institution through Academic Support, Placement Support, and Non-Financial Contribution is very important for the development of the college.

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

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Established in September 1959, K J Somaiya College of Arts & Commerce is one of the premier institutions in the Somaiya Vidyavihar campus. College enjoys a linguistic minority status and is permanently affiliated with the University of Mumbai and recognized by UGC under 2(f) and 12(b) of the U.G.C. Act. To empower a cross-section of society through Excellent Education based on a sound value system is the vision of our institute.

The mission of our institute is:

1. To impart qualitative and valuable service to all those who need it the most.
2. To attain community and social development through education.
3. To aim at the overall personality development of students through curricular, co-curricular and extra-curricular activities.

A Variety of extra-curricular activities conducted by the institutions enables students to explore and bring out their talents and potential. About 6,500 students of both the Junior and Senior Colleges and about 150 Post Graduate and Research students participate in academic and other activities of the college every year. The faculty members are entrusted with the responsibility of working as a chairpersons of committees or in the capacity of the members of different committees for the welfare of students.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://kjsac.somaiya.edu.in/en/vision-mission/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Decentralization:

The institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards a decentralized governance system.

Principal Level: The Governing Body delegates all the academic and operational decisions based on policy to the Academic Monitoring Committee headed by the Principal to fulfil the vision and mission of the institute. The committee formulates common working procedures and entrusts the implementation to the faculty members.

Faculty Level:

Faculty members are given representation in various committees and allowed to conduct various programs to showcase their abilities and are encouraged to develop leadership skills by being in charge of various academic, co-curricular, and extracurricular activities. Faculty members either in the capacity of the Chairperson or the committee members represent the NSS unit of the college, Research committee, Training, Placement and Career Counseling Cell, Entrepreneurship Development Cell, Student Welfare Committee, Cultural and Sports Committee, Library Committee, Anti-ragging Committee and several other committees.

Student Level:

Students are empowered to play an active role as a Coordinator of Co-curricular and Extracurricular activities and social Service Group Coordinators.

Participative Management: The institute promotes a culture of

Participative management by involving the staff and students in various activities

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://kjsac.somaiya.edu.in/en/igac/policy-documents

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

In keeping with the Perspective Plan, the college organized various Professional Development Workshops and Webinars which included 'One Day Online Workshop on Recent Amendments in UGC Norms for API under CAS, One Day Webinar on Provisional Accreditation For Colleges (PAC), One Day Workshop on Gender Audit, Online Training / Workshop on Academic Diary Maintenance for Staff, Workshop on PO CO and OBE. As the perspective plan, Gender Audit, Library Audit, Energy Audit, Environmental Audit

and Green Audit were also conducted in the academic year 2022-23.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://kjsac-sr.s3.ap-south-1.amazonaws.com/IOAC/Policy+Documents/PERSPECTIVE+PLAN+2019-24.pdf
Upload any additional information	No File Uploaded

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

The college has adopted a hierarchy in compliance with the governing rules of the University of Mumbai and the Government of Maharashtra. The Management of the college plays a guiding role in issuing advice for administrative development and student welfare activities. A consideration of guidelines and recommendations has led to the following hierarchy of the institution.

File Description	Documents
Paste link to Organogram on the institution webpage	https://kjsac.somaiya.edu.in/en/oraganogram/
Upload any additional information	View File
Paste link for additional Information	https://kjsac.somaiya.edu.in/en/igac/policy-documents

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Teaching staff is encouraged to participate in Conferences, Seminars and Workshops. Considering the CAS, faculty members are also encouraged to attend Orientation Courses, Refresher Programs, FDP, Short Term Courses and other Training Programs. Financial assistance is provided to the teaching staff for participating in conferences, Seminars and Orientation and Refresher Programs. Around 20 teaching staff members were granted permission to attend the FDP, and Refresher Course in this academic year and were provided with financial assistance for the same.

Non-teaching Staff:

Financial Aid is provided on a case-to-case basis. The scholarship is given to the 10th and 12th pass-out students of non-teaching staff. All the non-teaching staff members were encouraged to participate in various Quality Enrichment Programs organised by the government of Maharashtra and the University of Mumbai from time to time. Considering the pivotal role played by the supporting staff in the effective functioning of an academic institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/igac/policy-documents

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

0

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

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

10

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

20

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization**6.4.1 - Institution conducts internal and external financial audits regularly**

The institute has a mechanism for Internal and External Audit. We have our internal audit mechanism where internal audit is an ongoing continuous process in addition to the external auditors verifying and certifying the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Qualified Internal Auditors from external resources have been appointed and a team of staff under them carries out a thorough scrutiny and verification of all vouchers of the transactions that are done in each financial year. Likewise, an external audit is also carried out in an elaborate way every quarter. The institutional accounts are audited regularly by both Internal and statutory audits. So far there have been no major findings/objections. Minor errors of omissions and commissions when pointed out by the audit team are immediately corrected/rectified and precautionary steps are taken to avoid the recurrence of such errors in future. The institute regularly follows an internal and external financial audit system.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://kjsac-sr.s3.ap-south-1.amazonaws.com/IQAC/Policy+Documents/PERSPECTIVE+PLAN+2019-24.pdf

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

110725

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The funds provided to the institute are deployed towards the welfare of teaching and non-teaching staff.

The teaching staff is encouraged to participate in myriad training programs such as Orientation Program, Refresher Course, Faculty Development Program and Short Term Course etc. The institute harnesses sustainable strategies to organize workshops, seminars and conferences for faculties for their professional development.

Every year, under the teacher's welfare scheme, teachers are encouraged to maintain their library. The cost of this is borne through the staff welfare budget. In addition to this, all departments and associations are adequately financed to carry out their co-curricular and extracurricular activities for the entire academic year.

The non-teaching staff also undergo training programs like G-suite and soft skills training. The cost for provision and maintenance of uniforms for non-teaching staff is also accounted for under this budget.

The budget also accounts for various types of expenses related to the maintenance of the teaching-learning infrastructure cost of the institute, such as the purchase of books, journals, e-books and ebook readers (kindle) for the library, purchase of routers for the provision of Wi-Fi throughout the institute building, provision and maintenance of laptops, projectors, printers and office stationery.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://kjsac.somaiya.edu.in/en/iqac/policy-documents

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Curriculum development is taken care of by individual departments as per specific requirements. The syllabus is reviewed and revised as per the suggestions and recommendations

given by the expert members of the Subject Board. It comprises University nominees, Subject Experts, Industry experts, Faculties of the Department and Alumni.

Teaching and Learning:

Teachers use Traditional as well as Modern methods to inculcate practical aspects of the subject and to make the students understand the different concepts. Teachers use Traditional Methods like Blackboard, Group Discussions, Assignments and Projects, whereas modern methods include PPT Presentations, Google Classrooms, Smart Boards, Role Plays, Management Games, visits to Industries etc. Remedial Classes are organized for students of first-year, second-year, and third-year Arts and Commerce students to help them prepare for the semester-end examinations. Though the medium of instruction is English, teachers are requested to explain points in Marathi and or in Hindi to help vernacular medium students understand important concepts.

Examination and Evaluation:

The academic year 2016-17 saw a change in the examination pattern. The internal evaluation for all subjects is done according to the nature and scope of the subject.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/strategies#functions_igac

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The curriculum of undergraduate courses is reviewed and revised under progressive academic autonomy. In the academic year 2022-23 the FYBA and FYBCom curriculum is reviewed and revised in the fourth cycle of autonomy that was implemented with effect from the academic year 2023-24. Teaching staff is encouraged to take effective measures to implement blended learning. Several faculty members have completed online training programs/short-term courses/ FDP organised under PMMNMT and conducted by SWAYAM and ARPIT. A considerable number of faculty members have

developed e-content on topics that are considered relatively difficult by learners

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/strategies#functions_igac

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://kjsac.somaiya.edu.in/en/igac/college-annual-report
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	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

K. J. Somaiya College of Arts and Commerce undertakes various measures and activities to promote equality for the female gender through curricular and co-curricular activities. The college maintains committees, including the Anti-Ragging Committee, Grievance Redressal Cell, Women Development Cell, and Discipline Committee, to monitor and resolve safety, security,

and social issues. Students are given an orientation about complaint redressal mechanisms available in the College like the Women Development cell, Women Study Centre, and Discipline Committee, etc.

Safety and Security: The institute has installed a CCTV camera in the institute for 24-hour surveillance to ensure vigilance.

Fire extinguishers are placed at every floor of the college building as per provisions of fire safety.

Counseling:The college has a dedicated, trained counselor Shrirang Joshi, who visits the college every week and offers personal and group counseling to the students and staff (Teaching and Non-teaching Staff).

Girls' Common Room:One spacious Girls' Common Room has been allotted to female students on the ground floor for personal and resting purposes. The separate Reading Room facility for female students is also made available in the library. Separate Washrooms for female students are available on each floor of the college building.

The First aid box is available in the staff room for the students and staff.

The Women Development cell is working in the college to address the problems and grievances of the students. Around 5 activities have been conducted by WDC to promote gender equity.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: 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
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

In order to address the production of waste on campus, K J Somaiya College of Arts and Commerce has undertaken several initiatives. Solid Waste, Liquid Waste Management and E- Waste Management.

Solid waste Management -

To collect solid waste, separate dustbins are kept at different places like every floor, every classroom, staffroom, admin office, and library to collect dry waste of the institution. This non-biodegradable waste is collected at one place and every day this non-biodegradable waste is picked up by Mumbai Municipal Corporation.

Food waste and non-biodegradable waste are collected in separate bins.

This biodegradable waste generated in the college premises as well as on the campus is disposed of through an Open composting process and a Bio-composting plant set up on the Somaiya Vidyavihar Campus. The composting then is used for gardening and as a nutrient-rich Natural supplement to trees.

Liquid waste Management

Liquid waste that is generated in the institute falls mainly into the category of Septic tank effluents from various sanitary blocks, water used for washing and cleaning of utensils, etc. from the canteen. wastewater generated from the sanitary facilities is disposed of into natural drain passes located at different places in the campus and their effluents combined with canteen wastewater is used for gardening, watering trees etc. The excess wastewater will be directed into a natural drain passing near by the college campus.

E-waste Management

E-waste is disposed of through vendors. These vendors are

centrally arranged on the Somaiya Vidyavihar campus by the Project Office.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	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

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

A. Any 4 or all of the above

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

**7.1.7 - The Institution has a disabled-friendly and barrier-free environment:
Ramps/lifts for easy access to classrooms and centres
Disabled-friendly washrooms
Signage including tactile path lights, display boards and signposts
Assistive technology and facilities for persons with disabilities:
accessible website, screen-reading software, mechanized equipment, etc.
Provision for enquiry and information: Human**

A. Any 4 or all of the above

assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

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

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

K J Somaiya College of Arts and Commerce conducts institutional efforts/initiatives to provide an inclusive environment for the students. The college conducts such activities/programs to inculcate a sense of peace, equality, and harmony among students.

The K J Somaiya College of Arts and Commerce provides an inclusive environment by celebrating important festivals, highlighting diverse cultures through various activities on national integration, promoting the arts and reinforcing tradition.

The institute organizes many programs under NSS, NCC, and Cultural Forum committees to educate students and staff about the constitutional obligation of citizens' values, rights, duties, and responsibilities. These activities are Workshop on International Yoga Day, Teachers Day Celebration, Save Soil Pledge, Plogging Drive, Webinar On Heat Waves: An Ongoing Threat To The Ecosystem, Tree Plantation Activity, Inauguration Program Of Paryavarn Janjagruti And Swachata Week, Cleanliness Drive, Best Out Of Waste Workshop, Webinar On Waste And Water Management, Yoga Workshop, Anti-Drugs Rally, Self Defense Workshop, Independence Week Celebration, Fit India Run Movement, Tree Plantation Activity, Blood Donation Camp, Plastic Collection Drive, Literacy Project, Mauritius Cultural Program, Online Training Course For Organ Donation Awareness, Donation Drive, 7 Day NSS Residential Camp, Session on Road Safety

Awareness, Seminar On HIV/AIDS Awareness. Hooper Fest, Teacher's Day etc. 32 activities are conducted to increase consciousness about tolerance and harmony towards cultural, regional, linguistic, communal socio-economic, and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

K. J. Somaiya College of Arts and Commerce provides holistic all-around education to the students by sensitizing students on our constitutional rights, values, duties, and responsibilities is one of the primary education given at the institute through various means. Also, Students of FYBCOM take Environmental studies subject in their first year, which gives them insight into environmental acts, Wildlife Protection Act, forest act, global environmental concerns etc. There are various activities/programs conducted to sensitize students and employees of the institution to constitutional obligations: values, rights, duties, and responsibilities of citizens; these activities are such as Quiz On Kargil Vijay Diwas, Independence Week Celebration, Azadi@75 University Level Competitions, Nss Foundation Day, Bhajan Sandhya Programme, Literacy Project, Tree Plantation Follow Up Activity, Foot Bhavya Tiranga Rally, Republic Day Event, Celebration Of Kargil Vijay Diwas, Independence Day, Republic Day Celebration, Constitution Day, Quiz On Kargil Vijay Diwas etc,

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this

A. All of the above

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 Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

K. J. Somaiya College of Arts and Commerce celebrates many commemorative days so that the students are aware of nationally and internationally important days or events and create awareness about national and global problems.

International Yoga Day: On 21st June, our college celebrates this day by practicing Yoga. The objective of this event is to raise awareness among students regarding amazing health benefits and to reduce health problems by practicing yoga.

Independence Day and Republic Day are celebrated every year. The flag Hoisting Ceremony is followed by Patriotic cultural programs.

Teacher's Day: Teacher's Day is celebrated on 8th September by a cultural forum to mark the birth anniversary of Dr. Sarvepalli Radhakrishnan and to acknowledge the efforts of the teachers in a student's life.

World Environment Day: Self-made poem reciting under the titled "Paryavaran Kendri Swarachit Kavya Pathan" organized on World

Environment Day on 16 June 2022. It is celebrated for encouraging worldwide awareness and action to protect our environment.

Vijay Diwas: NCC Unit of K J Somaiya College celebrated Vijay Diwas on 26th July 2022 by organizing a Vijay Rally near Vidyavihar station in which NCC Cadets mostly participated.

Constitution Day: The business Law department and NSS celebrate Constitution Day on 26 November 2022 to commemorate the adoption of the Constitution of India.

Our institution also celebrates other commemorative days such as Awareness Session on World Red Cross Day, NSS Foundation Day, Shivaji Swarajya Diwas, Hindi Diwas, etc

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

File Description	Documents
Best practices in the Institutional website	https://kjsac-sr.s3.ap-south-1.amazonaws.com/IQAC/Best+Practices/Best+Practice+1+Gyan+Yagna.pdf
Any other relevant information	https://drive.google.com/file/d/1t-HxpV6x1FwrIDq8DK1uHWAgHSMqY62_/view?usp=sharing

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Gyan Yagna is a 34-year-old practice that takes place on the Somaiya campus. Gyan Yagna takes place for 30 days every year. It begins on the first day of the year and lasts till the end of January. It has threefold goals - spiritual, paramedical, and cultural. In a modern busy life, while running behind material goals, we have no time to give for ourselves. The practice of 'Gyan Yagna' addresses all such problems through various spiritual, paramedical, and cultural activities with the aim of enriching the overall experience of participants, ultimately aiming to lead them to self-realization.

The Drishti Film Forum is a Film Society of KJSAC. It is an association, a platform for screening, discussing, and understanding Meaningful Cinema from all over the world with an academic approach and passionate viewing. The Drishti Film Forum of the college organizes screening of movies from world cinema to inculcate interest in film appreciation among students to develop good viewers for films. Drushti Film Forum (DFF) aims to develop an academic approach towards Cinema through its continuous activities amongst students.

The Entrepreneurship Development Cell is functioning on the campus and the cell encourages students to start start-ups.

The Centre for Gandhian Studies was established in 2006 under the scheme of Epoch Making Social Thinkers. The Centre organizes seminars, competitions & field visits and has a well-equipped library.

We start every function in our college with our campus prayer in Sanskrit.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The college is committed to achieving its vision of providing students with education opportunities that will result in a mind that is focused on research and striving for excellence. It offers a diverse range of undergraduate and certificate programs, as well as PhD research programs, and has introduced self-financing programs such as PG programs in English, Marathi, Philosophy, History, Psychology (Industrial Psychology), and Sociology, to meet industry demands.

International Needs Language courses, like English, Spanish, German, Japanese, and French, are designed to provide communication skills in global languages. The Computer, Accountancy, and Commerce courses equip students to tackle the challenges of globalization, while courses like Athletics, Football, Badminton, Squash, and Taekwondo offer students academic flexibility and an opportunity to develop their physical fitness.

National Needs Value Education course aims to create awareness among students about various social issues. Environmental Studies stress the importance of environmental conservation. Other extension activities, such as NCC, NSS, and DLLE Students Service for the Differently Abled, Cultural Forum & EDC, and Personality Development courses help in the overall development of students.

Regional Needs - The BA course aims to bridge the gap between vernacular media students and English proficiency by providing necessary training. In addition, the implementation of a translation course helps students to enhance their translation skills.

Local Needs students who study other languages like Marathi, Hindi, and Gujarati are also exposed to Lok[1]Sahitya (Folk Literature) and different linguistic dialects, which instils a sense of responsibility as citizens to preserve the folk

heritage.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://drive.google.com/file/d/15Z5qafHAGH_aJmNjvL6oKtjZQbkmXEPN/view?usp=sharing

1.1.2 - Number of Programmes where syllabus revision was carried out during the year**24**

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year**372**

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility**1.2.1 - Number of new courses introduced across all programmes offered during the year**

00

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

24

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Professional Ethics courses, such as Languages, Soft Skills, and a certificate course on Kautilya Arthashastra, inculcate leadership, communication, time management, and other professional qualities in students. Several courses are offered that also impart domain-specific professional ethics, such as Industrial Psychology, Journalism, and Creative Writing.

Gender: As part of the Value Education course & curriculum of UG & PG courses, students are taught concepts related to gender equality and discuss women's issues through texts and case studies. The Women Development Cell, DLLE, and NSS through their various activities like guest lectures, talk on health & hygiene, and Laws to protect women's rights help in gender sensitization not only among females but also among male students.

Environment & Sustainability: The Environmental Studies course is offered to all undergraduate students, highlighting the major environmental issues faced by us and emphasizing the importance of sustainable development. Courses such as Growth & Development in Economics, Sociology, and Languages integrate environmental issues from an interdisciplinary perspective.

Human Values: The curricula offer a wide variety of courses with an emphasis on human values such as Human Rights, Philosophy of Human Rights, Media Ethics and Human Rights, Sensitization to Social Issues, Community Sensitization, and Social service for Differently Abled. Extension activities conducted by NSS, NCC & DLLE help emphasize the importance of social work. Along with the regular program, a certificate course on Meditation helps in self-realization & appreciating the importance of Yoga for a happy & healthy human life.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

03

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

101

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

102

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://kjsac.somaiya.edu.in/en/igac/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	https://kjsac.somaiya.edu.in/en/reports?report=SSS
Any additional information	View File

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile****2.1.1 - Enrolment of Students****2.1.1.1 - Number of students admitted (year-wise) during the year**

1496

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

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

0

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Students learning levels are assessed at the college through the following mechanism:

The college assesses students' learning levels through a streamlined induction program, mentor-mentee system, and various activities. The college provides a balanced approach to assessment, identifying students' diverse academic needs, socioeconomic backgrounds, and talents. The mentor-mentee system is continuously monitored and updated. For Advanced Learner:

- Advanced learners are involved in various forums, exposing themselves to their potential talents and preparing for competitions. They participate in intercollegiate and collegiate cultural, curricular, and research competitions, as well as community-based

research projects. They are also aided in preparing for competitive exams like TOEFL, GRE, SET/NET, and CA and CS.

- The college encourages advanced learners to opt for dual degree programs and fosters creativity through various departments. They also organize lecture series of subject experts and participate in curricular and extracurricular activities through various committees.

For Slow Learners:

- Slow learners are identified and given special attention through regular contact with mentors. Remedial classes are arranged, and course material is prepared in simplified and regional languages. A counsellor is appointed to facilitate effective contact with teachers. The college also has a counselling cell to cope with personal issues.
- All slow learners and advanced learners are encouraged to participate in all class and college activities to enhance their learning experience and reduce their hesitation.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/igac/policy-documents

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/03/2023	4316	55

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

The college focuses on fostering a conducive learning atmosphere through student-centric methods such as experiential learning, participative learning, and problem-solving methodologies. The curriculum is designed with employability skills, lifelong learning skills, value additions, human values, and professional ethics.

Experiential learning:

- The curriculum prioritizes experiential learning through continuous evaluation, assignments, projects, survey-based projects, and internships.
- Teachers attend various events to enhance teaching and introduce innovative teaching pedagogies.
- Students participate in group discussions, debates, case studies, and field visits to expand their knowledge.
- Departments conduct academic activities, community-based projects, and field visits to various institutions. Students participate in paper presentations at conferences, participate in elocution competitions, and participate in industrial visits. Inter-departmental and inter-collegiate events help develop leadership and management skills.
- College associations organize innovative activities like mock parliaments and mock stock. Extension activities like community projects enhance social skills, understanding socio-economic scenarios, and research skills.

Participative learning:

Participative learning incorporates ICT tools and introduces new teaching methodologies to cater to participative learning. The college provides learning opportunities for students interested in honing entrepreneurial skills, such as exhibiting products and participating in seminars, conferences, workshops, and translation workshops. Problem-Solving Methods:

Problem-solving methods include real-time situations, assignments, projects, and internships. These methods help students identify problems, enhance cognitive thinking, and contribute to their overall learning experience.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://kjsac.somaiya.edu.in/en/igac/college-annual-report

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The use of ICT-enabled tools became a mandatory rather forced part of teaching teaching-learning process during the pandemic, but K. J. Somaiya College of Arts & Commerce had started upgrading infrastructure long before the pandemic.

- The college provides personal laptops to teachers; Classrooms are equipped with overhead projectors and internet connections.
- It uses ICT-enabled pedagogy for effective teaching, along with traditional chalk-and-board methods.
- Teachers are given institutional email addresses for communication.
- SVV IT has purchased licenses for Google Suite and virtual platforms like Zoom, Google Classroom, and Microsoft Teams for online teaching.
- Offline interactive software, PPTs, video clippings, online quizzes, assignments, and tests are part of supplementary teaching in ICT-based pedagogy.
- Films with social, economic, and political relevance are used as teaching aids.
- The college library supports online reservations and renovations of books, with a KIOSK automatic machine and an INFLIBNET facility.
- Course syllabuses are uploaded to websites, and the economics department has started a blog called Somaiyanomics.
- Teachers use online platforms like Telegram and WhatsApp groups to update students and mentor students.
- Teachers record videos and provide online and live-streaming guidance for exams.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://kjsac.somaiya.edu.in/en/ict-tools/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

55

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

- University of Mumbai issues circular to make the affiliated institution adhere to the uniform academic calendar. Based on the guidelines, the institutional Academic calendar is prepared for the academic year in consultation with each dean, department head, IQAC Team, Principal and non-teaching staff.
- The Controller of Examinations decides semester end and internal exam dates after confirming 90 teaching days for each semester. The dates/schedules are presented in the staff meeting and then displayed on the college website in advance.

Some Important dates incorporated in the academic calendar are as follows:

- Re-opening after summer vacation for Undergraduate Programs (senior classes).
- Commencement of all classes
- Student Induction Program.
- Last working day for the semester.

- List of holidays & Term breaks.
- The proposed curricular and co-curricular activities
- NSS Activities Schedule
- NCC Activities Schedule
- Cultural Forum Activities Schedule
- Association Activities
- Commencement of End semester examinations.
- Commencement of classes for the even semester.
- Significant National / International days and festivals.
- The Academic Calendar is used to plan department events such as club activities, guest lectures, workshops, intercollegiate events, and study tours.

Teaching Plan

- IQAC prepares the comprehensive format for the teaching plan. The format with date, day, order, topic, options for teaching pedagogy and assessment methods helps teachers have a clear idea about their teaching strategies for the entire semester.
- Teachers create lesson plans according to the Academic Calendar, with Department Heads monitoring implementation.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

57

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

27

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

761

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms**2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year**

63.225

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

124

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

K. J. Somaiya College of Arts and Commerce has developed a reliable examination system based on UGC guidelines and University of Mumbai circulars. The Examination Cell, headed by the Principal, conducts both internal and external exams fairly and systematically. The system ensures uniformity and consistency in assessment and adopts flexibility, adaptability, and transparency. It also has state-of-the-art facilities for processing large data and generating pre-defined documents with minimal human interaction.

Reforms in the Examination System:

The college uses a Semester, Credit, and Grading System for undergraduate and postgraduate programs, with continuous evaluations of learners. Passing is compulsory in both internal and external examinations. A learner must get at least 40% of the total marks in both examinations to pass. Credits are calculated based on the time spent and the workload of a learner. The college follows an Absolute Grading System of Seven Points. The scheme includes internal and external assessments, with moderation applied. Grievances are notified and scrutinized by the Controller of Examination or committee appointed by the Principal.

IT Integration:

Internal examinations are conducted through Google Forms. An external agency is hired for result processing, with strict supervision from the examination committee. Examination notices, timetables, instructions, and results are uploaded on the college website and shared through WhatsApp groups. Methods like assignment submission, class tests, PPT presentations, and group discussions are reintroduced through

virtual methods.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://kjsac.somaiya.edu.in/en/examination/

2.6 - Student Performance and Learning Outcomes

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

KJSAC has moved from a content-based to competency-based curriculum to Outcome Based Education (OBE) from the academic year 2019 - 2020 :

- Outcome-based education (OBE) is education in which an emphasis is placed on an articulated idea of what students are expected to know and be able to do, that is, what skills and knowledge they need to have when they leave the learning system.
- It is sometimes also called performance-based education and is an attempt to measure educational effectiveness.
- The framework elaborated by Bloom and his collaborators consisted of six major categories: Knowledge, Comprehension, Application, Analysis, Synthesis, and Evaluation are strictly followed and adopted in spirit and practice.

Strategy

- Attainment of CO, PO and PSO is measured by using the direct assessment method. The direct assessment method is based on the performance of students in the internal assessment and Semester End Examination.
- COs of each course are designed by the concerned subject teacher. COs are designed in such a way that all the levels of Bloom's Taxonomy are covered in the entire COs.
- Question Papers i.e. internal as well as external in each course are designed in such a way that the entire course outcomes are covered in it.
- All the syllabi contain the COs of the respective

subjects which are shared with the students. COs, POs and PSOs are displayed on the college website as well. Concerned teachers discuss the syllabus and the COs in the class in the first lecture of each term.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://kjsac-sr.s3.ap-south-1.amazonaws.com/IOAC/Policy+Documents/OBE%2BPOLICY.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The faculty measures student performance using various indicators throughout the academic year, including PO, PSO & CO. They record student performance through continuous evaluation, home assignments, internal tests, and quizzes.

Key indicators of measuring attainment are:

The college conducts an end-semester examination, with internal assessments accounting for 25% of the total marks in each subject. Regular tests, quizzes, and vivas are conducted to assess student performance.

Evaluation of Course attainment and Program attainment

The average student scores for each course are calculated for internal and external assessments. The number of students above the average is calculated for both exams. The CO attainment score for M.COM/B.Com and M.A./B.A. is calculated using actual and target scores.

POs and PSOs are defined for B. Com and B.A. programs.

- CO, PO mapping matrix and CO, PSO mapping matrix are defined by respective course teachers for their courses.

For mapping the following criteria are used.

3- for the highest, 2- for medium & 1- for low correlation between CO and PO or CO and PSO.

- The calculation for PO attainment score for each PO, the average co-relation is calculated using the mapping matrix as defined above. The target PO attainment co-relation is 3.
- Using the above method, we calculate the PO and PSO attainment scores. Average PO and PSO attainment scores are calculated using the PO and PSO attainment scores of all the courses taught in the respective programs.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://kjsac.somaiya.edu.in/en/igac/policy-documents

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1298

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://kjsac.somaiya.edu.in/en/examination/

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://kjsac.somaiya.edu.in/en/reports?report=SSS>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The Research Policy of K.J. Somaiya College of Arts and Commerce (Autonomous), Mumbai, focuses on the following:

- To create and promote a culture of research among the faculty and staff of the college
- To identify research areas and specify research topics of academic, practical, and socially relevant significance.
- To organize seminars/workshops/conferences on research topics and training programs on Research methodology.

Efforts of the college to promote Research:

- The college has always encouraged research and co-curricular pursuits of the staff and students.
- The college has a Research Review and Recommendation Committee which also acts as Research Ethics Committee.
- One of the endeavors of the college has been to inculcate research culture among students. Given this several projects have been undertaken by various departments in which students have been introduced to the nuances of aspects related to research.
- Departments of Commerce, Hindi, English, History, and Gujarati are recognized as Research Centres.

Details on Facilities to Promote Research:

- To facilitate research the institution has linkage with Inflightnet and EBSCO to get access to online journals.
- Internet facilities (wired and wi-fi) are provided to the teachers so that they access various research materials.
- Inter-institutional library facilities are available in the campus for members of sister institutions.
- The college library subscribes to various journals and books which can be used by researchers.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://kjsac-sr.s3.ap-south-1.amazonaws.com/IQAC/Policy+Documents/RESEARCH++POLICY.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

00

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

1

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

00

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://kjsac-sr.s3.ap-south-1.amazonaws.com/IOAC/Policy+Documents/RESEARCH++POLICY.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

08

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

00

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Our Institution provides a healthy atmosphere, infrastructure, resources, and confidence for the enhancement of the capacity and competencies of students and teachers in research and innovative activities. All innovative and extension activities are student-centric. Various activities are conducted to nurture and nourish youth's minds. These activities help students to understand the various problems faced by the society. The institution has various subject associations and cells through which various activities conducted to develop leadership qualities, various skills, planning, budgeting, marketing, and organizing. Activities conducted by language associations help enhance the skills of languages and creative thinking.

The college has an Entrepreneurship Development Cell (EDC) to promote an entrepreneurial mindset. Throughout the year workshops, seminars and guest lectures on Entrepreneurship are organized by EDC. Students are provided opportunities to directly interact with outstanding entrepreneurs excelling in

their field. Expert lectures by industry personnel are arranged for students. College has recognized Research Centres in the Departments of Commerce, Hindi, English, history, and Gujarati.

Incubation Design Laboratories) where students intern with them for Maker Mela and related entrepreneurial awareness activities. They assist us with startup advice. This incubation center is shared with all the institutions on the campus. It is an incubation center that provides a nurturing environment to early-based startups by providing them with workspace and mentoring which enables them to contribute to the community. It is also created to focus on groups who want to work on projects and technology-based business ideas on the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/edc/

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

03

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

08

File Description	Documents
URL to the research page on HEI website	https://kjsac.somaiya.edu.in/en/syllabus/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

33

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

03

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1CxMFvs_huDVKQZelZOvfBxrBcUUrKU9Y6/view?usp=drive_link

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

00

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

00

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

00

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

00

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

K. J. Somaiya College of Arts and Commerce organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contributing to the community and strengthening community participation. Extension activities aim at giving awareness to the students on the contemporary social issues of the neighborhood communities and to motivate them towards achieving action-oriented solutions to the problems. The NCC and NSS college units take part in various

initiatives like Swacchh Bharat Abhiyan, Swachhta Pakhwada initiatives, blood donation camps, awareness programs on AIDS prevention, Organ Donation and Plasma Donation, Pulse Polio Vaccination drives, Tree Plantation Drives, Voter Registration Drives, etc.

IMPACT TO SOCIETY Extension activities have helped the students to be sensitive to the needs of the society. The students come up with various meaningful activities to impact society. During Ganesh Visarjan the NSS volunteers helped the traffic police in the Ghatkopar area. Awareness Programs and Rallies on several issues such as SWACHHTA AWARENESS, health hazards of open defecation, organ donation, Plasma Donation, Voter Awareness, Plastic free society, Anti-Tobacco, and Anti-narcotics, spreading awareness of drug abuse and trafficking in the locality of college area. Celebration of Independence Day and Republic Day on the Campus

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/nss/

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

01

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

108

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

3766

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

102

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

20

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

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 equipments, etc.

Following Infrastructure and facilities are in place for Teaching-Learning Processes:

1. 32 classrooms - 29 classrooms are equipped with Wi-Fi / LAN facility, LCD, Speakers
2. One classroom with a smart board
3. One classroom to support e-content development
4. 4 AV classrooms with 1 amplifier, speaker and a cordless microphone
5. Conference Room
6. Auditorium
7. Computer lab
8. Digital Language Lab
9. Psychology department has a laboratory cum classroom
10. Faculties provided with a laptop and Wi-Fi

Extra-curricular:

- Auditorium, Kalidas Sabhagruh with the capacity of 350 people.
- Gymnasium

Health Care Facilities:

- Psychiatrist and counselling centre
- Preliminary medical services.
- Napi-pad vending machine and burner for sanitary napkins
- Ambulance for medical emergencies

Other Facilities:

- Air-conditioned and Wi-fi enabled Principal's Cabin, Administrative Office, General Office, Examination Cell, Board Room, and Staff Common Room.
- CAP room for paper assessment
- Ladies Common Room
- Cabins to every department, Cell and Association

- Clean toilets on each floor for girls and boys.
- Disabled-friendly toilet.
- Photocopy centre on the premises
- Tea/coffee/juice vending machine
- 4 routers for good internet connectivity.
- CCTV Cameras in the entire college
- Water purifiers and water coolers

Sharing of Campus Facilities:

- 3 Hostels
- 3 Canteens and 2 Mess and a Maggie house
- 24 X 7 security
- CCTV surveillance
- 5 Auditoria
- Health Centre
- E-Golf Carts
- Project Office to administer logistic requirements
- Data Centre for Technological Support
- Outdoor and Indoor sports facilities, gymnasium, swimming pool

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/infrast ructure/

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

For Cultural Activities:

- A dedicated College Auditorium named 'Kalidas Sabhagruh' comprising 6 speakers for the audience, 2 base 2 stage speakers, 4 hanging mics, 1 podium and 2 cordless mics, 1 amplifier, 1 mixer, LCD, Wifi connectivity centralized air-conditioning with a seating capacity of 350.
- The College Conference Room is also used as a supplementary physical facility for conducting events during the college festivals and for intra/intercollegiate competitions.

For Indoor and Outdoor Sports Facilities:

- College Gymnasium for indoor games and physical fitness, consisting of Table Tennis, Carrom, Chess facility, Treadmills, Dumbbells for workouts and storing facility for Football and Cricket kits for outdoor games.

Shared Sports Facilities on Campus:

- 3 fully synthetic athletic tracks, 8 lanes 400 meters, Olympic track with floodlights
- 1 international standard basketball court and 2 practice courts
- Badminton Court Squash
- 65m X 105m Football Ground surface made out of artificial turf, with floodlights to play even in bad light
- Volleyball Ground
- Roller Skating
- 40 m Cricket Ground with centre pitch and world-class equipment, 3 cricket nets
- A dedicated piece of land, a mud ground for Kabbadi and Kho-kho
- A fully cushioned synthetic tennis court with acrylic acrylic-coated surface, flood-lit with materials approved by the International Tennis Federation
- 2 well-lit wooden Squash courts with concrete walls
- 25 Giant Chess sets made from polyurethane plastic suitable for all weather conditions for Outdoor Chess
- Taekwondo Court
- Carrom and Chess Board for indoor sports
- A fully equipped gymnasium with Changing Rooms, Shower Rooms, Lockers
- Facility for Yoga

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/infrast ructure/

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

32

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

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

6.69

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

10732-sq. ft., 418 chairs with 80 tables, 87000+ books, 758 e-books, 63,890 Titles, 124 periodicals, 2 e-resources, 825 back volumes, 427 rare collections, 8 braille collections, 18 Theses, 1684 CDs, 31 audio cassettes, 59 video tapes, 136 maps and 18 newspapers

Salient features:

- Approximate yearly budget Rs. 6,00,000 to Rs. 7,00,000
- Past question papers and syllabi
- Helps to get photocopies of syllabi for studies in foreign countries
- Collection on Career Guidance, Gandhian Literature, competitive examinations, CA studies and Biographies
- Rare books
- 8 sections - Acquisition, Periodical, Reference,

Current Reading, Home issue, Staff and PG issue, Internet and Computers section and Book-bank

- Free internet, photocopy and print
- 7 AM to 6 PM
- In-house software 'BOOK WORM' to link all libraries
- Bar-coded books
- Circulation and statistical records
- Online renewal (KIOSK), reserve through Web OPAC
- Reprographic facilities and photocopy machine
- Digital Collection Access at www.somaiya.edu
- Remote access from Remotex
- website kjsac.somaiya.edu.in/en/library/services
- Web OPAC

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/library/overview/

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

6.3

File Description	Documents
Audited statements of accounts	View File
Any additional information	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 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

317

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

- Centralised Information Technology policy applicable to all faculty, staff and students across campus
- Data centre of the Somaiya campus monitors data and Wi-Fi access. Each device requires a login ID to register and operate. All computers require updated anti-virus software installed by SVV IT Cell. Interfere with the operation of the anti-virus unless granted permission is prohibited. Use of USB sticks, memory cards or any other portable media devices requires permission. The user is required to contact an administrator for suspicious electronic communication or suspect malware.
- Usage is monitored through a software audit.
- High-speed connections to the internet
- All computers, computer peripherals, telephone and mobile equipment, software and software licences are procured by SVV IT Cell and will remain as SVV property and administration, and security of the IT system is

the sole responsibility of the college.

- Purchase Committee meeting regularly to decide on various purchases.
- IT Services used by staff and students include SVV Network, internet, personal email IDs, G-Suite, Collegeworm, Bookworm, H.R & ESS, RFID Card Management System, College Websites, and many more.
- Microsoft School Campus Agreement For Education, Adobe Enterprise Term License Agreement For Education, Oracle Academy Program For Education, Matlab Total Academic Headcount License For Education.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/igac/policy-documents

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
4316	155

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 250 Mbps

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

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS)

D. Any one of the above

Mixing equipments and software for editing

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)****160.85**

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

The institution has a built-in mechanism well communicated through policy manuals:

Library -

- Login through My Account on the Somaiya Vidyavihar Home Page to access library facilities online

Sports:

- Sports facilities in the institution as well as across the campus are available for use to staff and students provided they produce their appropriate Somaiya ID Cards / Sports Facilities User Cards issued and sign the register
- The gymkhana in charge is also responsible for the inventory and storage of sports equipment.

- For using sports facilities on the Somaiya campus, written guidelines regarding rules and regulations to use sports facilities are available and duly informed.
- Necessary online bookings are essential to use Somaiya sports facilities.
- Access to all the sports facilities is free of cost for all current students.

Laboratory:

- Computer and Language lab can be used by staff and students any time except the lectures and practical sessions, subject to furnishing of a Somaiya ID card.
- Teachers and students using computer labs should adhere to the rules and regulations mentioned in the Lab manual.

Research Centre:

- Research centres can be used by the research guides and their students and by anyone else with prior permission from the competent authority.
- Everyone should adhere to the rules and guidelines mentioned in the Policy for Research Laboratory.

Classroom:

Classrooms are utilised not only for regular lectures and examinations but also for the conduct of competitive examinations of national importance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/iqac/policy-documents

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year**

64

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

19

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://kjsac.somaiya.edu.in/en/capacity-development-programme/
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

197

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

**5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies
Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees**

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

74

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

286	
File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded
5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year	
5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year	
5	
File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year	
16	
File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution	
<p>K.J. Somaiya College of Arts and Commerce (Autonomous) has a very dynamic and vibrant Student Council. The Students' Council Committee of the College comprises of the Chairman (Principal), the Appointed In-charge (Coordinator), and Chairpersons of NSS, NCC, and Sports. In addition to these</p>	

teaching staff members, a group of students who are academically sound and also good in co-curricular activities are selected as members. For this, the Chairpersons of NSS, NCC, SPORTS, and CULTURAL FORUM are requested to nominate three good students in their respective activities' preference-wise, to be considered as members of the Students' Council. The Academic Toppers of the College from every subject are also considered. Care is taken that at least one student from each class is selected i.e.: there will be at least one student from FYBA/SYBA/TYBA and FYBCOM /SYBCOM / TYBCOM and also MCOM-I /MCOM-II. This ensures that every class is correctly represented. Also, as per requirement, two lady students and also students from the backward class are to be included in the Students' Council. Thus, there is a perfect representation of academic excellence, excellence in co-curricular activities, all classes, and all categories of students. in the Students' Council.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/student-council

5.3.3 - Number of sports and cultural events / competitions organised by the institution

12

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Ex-Som, The Alumni Association of this college, although always functioning from early days was formally established

in the year 2010. The main objective being to create a forum where the alumni can give back to the college what they learned from here and bring in their valued experience to be shared with the current students so that "knowledge multiples". The college motto has always "Gyandev Tu Kaivalyam" meaning knowledge alone liberates. The alumni of this college have always been at the forefront of multiple activities for the college including 1) industry interaction lectures 2) guidance seminars on career-related topics 3) subject board members 4) member jury for college events 5) recruiters for companies 6) supporting poor students by way of fees. Some alumni are also now teaching in the college as professors/lecturers or working as non-teaching staff members with great distinction. Lately the immediate past as well as current Principal of the college is also an Alumni of this college!! Alumni Contribution for the Development of the Institution through Academic Support, Placement Support, and Non-Financial Contribution is very important for the development of the college.

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

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Established in September 1959, K J Somaiya College of Arts & Commerce is one of the premier institutions in the Somaiya Vidyavihar campus. College enjoys a linguistic minority status and is permanently affiliated with the University of Mumbai and recognized by UGC under 2(f) and 12(b) of the U.G.C. Act. To empower a cross-section of society through

Excellent Education based on a sound value system is the vision of our institute.

The mission of our institute is:

1. To impart qualitative and valuable service to all those who

need it the most.

2. To attain community and social development through education.

3. To aim at the overall personality development of students through curricular, co-curricular and extra-curricular activities.

A Variety of extra-curricular activities conducted by the institutions enables students to explore and bring out their talents and potential. About 6,500 students of both the Junior and Senior Colleges and about 150 Post Graduate and Research students participate in academic and other activities of the college every year. The faculty members are entrusted with the responsibility of working as a chairpersons of committees or in the capacity of the members of different committees for the welfare of students.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://kjsac.somaiya.edu.in/en/vision-mission/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Decentralization:

The institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards a decentralized governance system.

Principal Level: The Governing Body delegates all the

academic and operational decisions based on policy to the Academic Monitoring Committee headed by the Principal to fulfil the vision and mission of the institute. The committee formulates common working procedures and entrusts the implementation to the faculty members.

Faculty Level:

Faculty members are given representation in various committees and allowed to conduct various programs to showcase their abilities and are encouraged to develop leadership skills by being in charge of various academic, co-curricular, and extracurricular activities. Faculty members either in the capacity of the Chairperson or the committee members represent the NSS unit of the college, Research committee, Training, Placement and Career Counseling Cell, Entrepreneurship Development Cell, Student Welfare Committee, Cultural and Sports Committee, Library Committee, Anti-ragging Committee and several other committees.

Student Level:

Students are empowered to play an active role as a Coordinator of Co-curricular and Extracurricular activities and social Service Group Coordinators.

Participative Management: The institute promotes a culture of

Participative management by involving the staff and students in various activities

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://kjsac.somaiya.edu.in/en/igac/policy-documents

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and

implemented

In keeping with the Perspective Plan, the college organized various Professional Development Workshops and Webinars which included 'One Day Online Workshop on Recent Amendments in UGC Norms for API under CAS, One Day Webinar on Provisional Accreditation For Colleges (PAC), One Day Workshop on Gender Audit, Online Training / Workshop on Academic Diary Maintenance for Staff, Workshop on PO CO and OBE. As the perspective plan, Gender Audit, Library Audit, Energy Audit, Environmental Audit and Green Audit were also conducted in the academic year 2022-23.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://kjsac-sr.s3.ap-south-1.amazonaws.com/IQAC/Policy+Documents/PERSPECTIVE+PLAN+2019-24.pdf
Upload any additional information	No File Uploaded

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

The college has adopted a hierarchy in compliance with the governing rules of the University of Mumbai and the Government of Maharashtra. The Management of the college plays a guiding role in issuing advice for administrative development and student welfare activities. A consideration of guidelines and recommendations has led to the following hierarchy of the institution.

File Description	Documents
Paste link to Organogram on the institution webpage	https://kjsac.somaiya.edu.in/en/oraganogram/
Upload any additional information	View File
Paste link for additional Information	https://kjsac.somaiya.edu.in/en/iqac/policy-documents

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression	
<p>Teaching staff is encouraged to participate in Conferences, Seminars and Workshops. Considering the CAS, faculty members are also encouraged to attend Orientation Courses, Refresher Programs, FDP, Short Term Courses and other Training Programs. Financial assistance is provided to the teaching staff for participating in conferences, Seminars and Orientation and Refresher Programs. Around 20 teaching staff members were granted permission to attend the FDP, and Refresher Course in this academic year and were provided with financial assistance for the same.</p> <p>Non-teaching Staff:</p> <p>Financial Aid is provided on a case-to-case basis. The scholarship is given to the 10th and 12th pass-out students of non-teaching staff. All the non-teaching staff members were encouraged to participate in various Quality Enrichment Programs organised by the government of Maharashtra and the University of Mumbai from time to time. Considering the pivotal role played by the supporting staff in the effective functioning of an academic institution.</p>	

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/iqac/policy-documents

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

0

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

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

10

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

20

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The institute has a mechanism for Internal and External Audit. We have our internal audit mechanism where internal audit is an ongoing continuous process in addition to the external auditors verifying and certifying the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Qualified Internal Auditors from external resources have been appointed and a team of staff under them carries out a thorough scrutiny and verification of all vouchers of the transactions that are done in each financial year. Likewise, an external audit is also carried out in an elaborate way every quarter. The institutional accounts are audited regularly by both Internal and statutory audits. So far there have been no major findings/objections. Minor errors of omissions and commissions when pointed out by the audit team are immediately corrected/rectified and precautionary steps are taken to avoid the recurrence of such errors in future. The institute regularly follows an internal and external financial audit system.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://kjsac-sr.s3.ap-south-1.amazonaws.com/IQAC/Policy+Documents/PERSPECTIVE+PLAN+2019-24.pdf

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

110725

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The funds provided to the institute are deployed towards the welfare of teaching and non-teaching staff.

The teaching staff is encouraged to participate in myriad training programs such as Orientation Program, Refresher Course, Faculty Development Program and Short Term Course etc. The institute harnesses sustainable strategies to organize workshops, seminars and conferences for faculties for their professional development.

Every year, under the teacher's welfare scheme, teachers are encouraged to maintain their library. The cost of this is borne through the staff welfare budget. In addition to this, all departments and associations are adequately financed to carry out their co-curricular and extracurricular activities for the entire academic year.

The non-teaching staff also undergo training programs like G-suite and soft skills training. The cost for provision and maintenance of uniforms for non-teaching staff is also accounted for under this budget.

The budget also accounts for various types of expenses related to the maintenance of the teaching-learning infrastructure cost of the institute, such as the purchase of books, journals, e-books and ebook readers (kindle) for the library, purchase of routers for the provision of Wi-Fi throughout the institute building, provision and maintenance of laptops, projectors, printers and office stationery.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://kjsac.somaiya.edu.in/en/igac/policy-documents

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Curriculum development is taken care of by individual departments as per specific requirements. The syllabus is reviewed and revised as per the suggestions and recommendations given by the expert members of the Subject Board. It comprises University nominees, Subject Experts, Industry experts, Faculties of the Department and Alumni.

Teaching and Learning:

Teachers use Traditional as well as Modern methods to inculcate practical aspects of the subject and to make the students understand the different concepts. Teachers use Traditional Methods like Blackboard, Group Discussions, Assignments and Projects, whereas modern methods include PPT Presentations, Google Classrooms, Smart Boards, Role Plays, Management Games, visits to Industries etc. Remedial Classes are organized for students of first-year, second-year, and third-year Arts and Commerce students to help them prepare for the semester-end examinations. Though the medium of instruction is English, teachers are requested to explain points in Marathi and or in Hindi to help vernacular medium students understand important concepts.

Examination and Evaluation:

The academic year 2016-17 saw a change in the examination pattern. The internal evaluation for all subjects is done according to the nature and scope of the subject.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/strategies#functions_igac

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The curriculum of undergraduate courses is reviewed and revised under progressive academic autonomy. In the academic year 2022-23 the FYBA and FYBCom curriculum is reviewed and revised in the fourth cycle of autonomy that was implemented with effect from the academic year 2023-24. Teaching staff is encouraged to take effective measures to implement blended learning. Several faculty members have completed online training programs/short-term courses/ FDP organised under PMMNMT and conducted by SWAYAM and ARPIT. A considerable number of faculty members have developed e-content on topics that are considered relatively difficult by learners

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kjsac.somaiya.edu.in/en/strategies#functions_igac

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://kjsac.somaiya.edu.in/en/igac/college-annual-report
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	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

K. J. Somaiya College of Arts and Commerce undertakes various measures and activities to promote equality for the female gender through curricular and co-curricular activities. The college maintains committees, including the Anti-Ragging Committee, Grievance Redressal Cell, Women Development Cell, and Discipline Committee, to monitor and resolve safety, security, and social issues. Students are given an orientation about complaint redressal mechanisms available in the College like the Women Development cell, Women Study Centre, and Discipline Committee, etc.

Safety and Security: The institute has installed a CCTV camera in the institute for 24-hour surveillance to ensure vigilance.

Fire extinguishers are placed at every floor of the college building as per provisions of fire safety.

Counseling: The college has a dedicated, trained counselor Shrirang Joshi, who visits the college every week and offers personal and group counseling to the students and staff (Teaching and Non-teaching Staff).

Girls' Common Room: One spacious Girls' Common Room has been allotted to female students on the ground floor for personal

and resting purposes. The separate Reading Room facility for female students is also made available in the library. Separate Washrooms for female students are available on each floor of the college building.

The First aid box is available in the staff room for the students and staff.

The Women Development cell is working in the college to address the problems and grievances of the students. Around 5 activities have been conducted by WDC to promote gender equity.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: 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
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

In order to address the production of waste on campus, K J Somaiya College of Arts and Commerce has undertaken several initiatives. Solid Waste, Liquid Waste Management and E- Waste Management.

Solid waste Management -

To collect solid waste, separate dustbins are kept at different places like every floor, every classroom, staffroom, admin office, and library to collect dry waste of

the institution. This non-biodegradable waste is collected at one place and every day this non-biodegradable waste is picked up by Mumbai Municipal Corporation.

Food waste and non-biodegradable waste are collected in separate bins.

This biodegradable waste generated in the college premises as well as on the campus is disposed of through an Open composting process and a Bio-composting plant set up on the Somaiya Vidyavihar Campus. The composting then is used for gardening and as a nutrient-rich Natural supplement to trees.

Liquid waste Management

Liquid waste that is generated in the institute falls mainly into the category of Septic tank effluents from various sanitary blocks, water used for washing and cleaning of utensils, etc. from the canteen. wastewater generated from the sanitary facilities is disposed of into natural drain passes located at different places in the campus and their effluents combined with canteen wastewater is used for gardening, watering trees etc. The excess wastewater will be directed into a natural drain passing near by the college campus.

E-waste Management

E-waste is disposed of through vendors. These vendors are centrally arranged on the Somaiya Vidyavihar campus by the Project Office.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge

A. Any 4 or all of the above

Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	
File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	A. Any 4 or All of the above
File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy undertaken by the institution	
7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

A. Any 4 or all of the above

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

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

K J Somaiya College of Arts and Commerce conducts institutional efforts/initiatives to provide an inclusive

environment for the students. The college conducts such activities/programs to inculcate a sense of peace, equality, and harmony among students.

The K J Somaiya College of Arts and Commerce provides an inclusive environment by celebrating important festivals, highlighting diverse cultures through various activities on national integration, promoting the arts and reinforcing tradition.

The institute organizes many programs under NSS, NCC, and Cultural Forum committees to educate students and staff about the constitutional obligation of citizens' values, rights, duties, and responsibilities. These activities are Workshop on International Yoga Day, Teachers Day Celebration, Save Soil Pledge, Plogging Drive, Webinar On Heat Waves: An Ongoing Threat To The Ecosystem, Tree Plantation Activity, Inauguration Program Of Paryavarn Janjagruti And Swachata Week, Cleanliness Drive, Best Out Of Waste Workshop, Webinar On Waste And Water Management, Yoga Workshop, Anti-Drugs Rally, Self Defense Workshop, Independence Week Celebration, Fit India Run Movement, Tree Plantation Activity, Blood Donation Camp, Plastic Collection Drive, Literacy Project, Mauritius Cultural Program, Online Training Course For Organ Donation Awareness, Donation Drive, 7 Day NSS Residential Camp, Session on Road Safety Awareness, Seminar On HIV/AIDS Awareness. Hooner Fest, Teacher's Day etc. 32 activities are conducted to increase consciousness about tolerance and harmony towards cultural, regional, linguistic, communal socio-economic, and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

K. J. Somaiya College of Arts and Commerce provides holistic all-around education to the students by sensitizing students on our constitutional rights, values, duties, and responsibilities is one of the primary education given at the institute through various means. Also, Students of FYBCOM

take Environmental studies subject in their first year, which gives them insight into environmental acts, Wildlife Protection Act, forest act, global environmental concerns etc. There are various activities/programs conducted to sensitize students and employees of the institution to constitutional obligations: values, rights, duties, and responsibilities of citizens; these activities are such as Quiz On Kargil Vijay Diwas, Independence Week Celebration, Azadi@75 University Level Competitions, Nss Foundation Day, Bhajan Sandhya Programme, Literacy Project, Tree Plantation Follow Up Activity, Foot Bhavya Tiranga Rally, Republic Day Event, Celebration Of Kargil Vijay Diwas, Independence Day, Republic Day Celebration, Constitution Day, Quiz On Kargil Vijay Diwas etc,

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

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

A. All 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 programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

K. J. Somaiya College of Arts and Commerce celebrates many commemorative days so that the students are aware of nationally and internationally important days or events and create awareness about national and global problems.

International Yoga Day: On 21st June, our college celebrates this day by practicing Yoga. The objective of this event is to raise awareness among students regarding amazing health benefits and to reduce health problems by practicing yoga.

Independence Day and Republic Day are celebrated every year. The flag Hoisting Ceremony is followed by Patriotic cultural programs.

Teacher's Day: Teacher's Day is celebrated on 8th September by a cultural forum to mark the birth anniversary of Dr. Sarvepalli Radhakrishnan and to acknowledge the efforts of the teachers in a student's life.

World Environment Day: Self-made poem reciting under the titled "Paryavaran Kendri Swarachit Kavya Pathan" organized on World Environment Day on 16 June 2022. It is celebrated for encouraging worldwide awareness and action to protect our environment.

Vijay Diwas: NCC Unit of K J Somaiya College celebrated Vijay Diwas on 26th July 2022 by organizing a Vijay Rally near Vidyavihar station in which NCC Cadets mostly participated.

Constitution Day:The business Law department and NSS celebrate Constitution Day on 26 November 2022 to commemorate the adoption of the Constitution of India.

Our institution also celebrates other commemorative days such as Awareness Session on World Red Cross Day, NSS Foundation Day, Shivaji Swarajya Diwas, Hindi Diwas, etc

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

File Description	Documents
Best practices in the Institutional website	https://kjsac-sr.s3.ap-south-1.amazonaws.com/IQAC/Best+Practices/Best+Practice+1+Gyan+Yagna.pdf
Any other relevant information	https://drive.google.com/file/d/1t-HxpV6xlFwrIDq8DK1uHWAgHSMqY62_/view?usp=sharing

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Gyan Yagna is a 34-year-old practice that takes place on the Somaiya campus. Gyan Yagna takes place for 30 days every year. It begins on the first day of the year and lasts till the end of January. It has threefold goals - spiritual, paramedical, and cultural. In a modern busy life, while

running behind material goals, we have no time to give for ourselves. The practice of 'Gyan Yagna' addresses all such problems through various spiritual, paramedical, and cultural activities with the aim of enriching the overall experience of participants, ultimately aiming to lead them to self-realization.

The Drishti Film Forum is a Film Society of KJSAC. It is an association, a platform for screening, discussing, and understanding Meaningful Cinema from all over the world with an academic approach and passionate viewing. The Drishti Film Forum of the college organizes screening of movies from world cinema to inculcate interest in film appreciation among students to develop good viewers for films. Drushti Film Forum (DFF) aims to develop an academic approach towards Cinema through its continuous activities amongst students.

The Entrepreneurship Development Cell is functioning on the campus and the cell encourages students to start start-ups.

The Centre for Gandhian Studies was established in 2006 under the scheme of Epoch Making Social Thinkers. The Centre organizes seminars, competitions & field visits and has a well-equipped library.

We start every function in our college with our campus prayer in Sanskrit.

File Description	Documents
Appropriate link in the institutional website	https://kjsac.somaiya.edu.in/en/institutional-distinctiveness/
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of Action for Next year 2023-24

1. Planning to Conduct CAS for the promotion of our teachers due for various stages
2. To hold IQAC annual General Meeting (AGM)
3. Motivate our teachers to apply for PhD guideship from

University of Mumbai

4. Preparation of Autonomy Report 2023-24
5. Promoting various activities under DFF and WDC, Women Study, Center, and Somaiya Center for Performing Art.
6. To motivate our teachers and students to apply for seed money for research. provided by the college authority.
7. Introduction of new skill based short term courses.
8. Organization of workshops, seminars and academic talks.
9. Planning to install Solar Energy in the institution.
10. Implementation of National Education Policy