



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		SIES College of Management Studies
• Name of the Head of the institution	Dr. Suhas Tambe	
• Designation	Director IC	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	02227708333	
• Mobile no	9323018415	
• Registered e-mail	sies@siescoms.edu	
• Alternate e-mail	suhas@sies.edu.in	
• Address	Sri Chandrasekarendra Saraswati Vidyapuram, Sec V, Plot 1E, Nerul (E), Navi Mumbai 400706	
• City/Town	Navi Mumbai	
• State/UT	Maharashtra	
• Pin Code	400706	
2.Institutional status		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Co-education	
• Location	Urban	

• Financial Status	Self-financing
• Name of the Affiliating University	University of Mumbai
• Name of the IQAC Coordinator	Dr. Kaustubh Arvind Sontakke
• Phone No.	9320010844
• Alternate phone No.	02261083449
• Mobile	9320010844
• IQAC e-mail address	kaustubhs@sies.edu.in
• Alternate Email address	doctorkaustubh1980@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year))	https://siescoms.edu.in/images/2021%20AQAR%20Accepted%20Report.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://siescoms.edu.in/docs/academic%20calendar%20MMS%20as%20on%2025%20Aug%202021.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.99	2018	02/11/2018	02/11/2023

6.Date of Establishment of IQAC**15/06/2018****7.Provide the list of funds by Central / State Government****UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Bigyan Verma, Dr. Kaustubh Sontakke & Prof. Anguja Agarwal	ARP	AIMS	2021	100000

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9. No. of IQAC meetings held during the year	1	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
# Helped the institute in designing performance appraisal process # Contributed towards other quality initiatives such as ISO # Contributed towards developing research and publication by continuous faculty connect # Conducted Corporate Interaction Series for students development # Conducted seminars on research for faculty		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
Performance Appraisal Process Initiative	Competed smoothly	
Quality contribution towards ISO	ISO audit completed and renewal took place	
Corporate Interaction Series	Conducted 11 CIS successfully for students development	

13. Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <tr> <td>Name</td> <td>Date of meeting(s)</td> </tr> <tr> <td>BOG</td> <td>26/11/2022</td> </tr> </table>		Name	Date of meeting(s)	BOG	26/11/2022
Name	Date of meeting(s)				
BOG	26/11/2022				
14. Whether institutional data submitted to AISHE					
<table border="1"> <tr> <td>Year</td> <td>Date of Submission</td> </tr> <tr> <td>Yes</td> <td>24/12/2022</td> </tr> </table>		Year	Date of Submission	Yes	24/12/2022
Year	Date of Submission				
Yes	24/12/2022				
15. Multidisciplinary / interdisciplinary					
<p>The institution plans, implements and works for overall development of the students and all the stakeholders. In this regards, it involves many multidisciplinary and interdisciplinary activities like CSR and Social Sensitization, Nature Club, Health Awareness, Ethics, etc. Also the advanced learning areas such as IT, Data Science, etc are being introduced to make the students more capable.</p>					
16. Academic bank of credits (ABC):					
<p>The institution has well drafted and updated curriculum for both the programs namely Master of Management Studies (MMS) and Master of Computer Applications (MCA). A credit-based system is followed in various courses designed and allocated for the core semesters that is Semester I & II of Year 1 as well as specialization Semesters of Year 2 which includes Marketing specialization, Finance specialization, Human Resources specialization, Operations specialization, and Information Technology specialization. Each full credit paper consists of 3 credits and half credit paper consists of 1.5 credits. Every student to qualify for course completion must finish around 30 courses carrying 3 credits each.</p>					
17. Skill development:					
<p>During two years of management studies every student is expected to develop various skills such as technical skills, numerical skills, soft skills, analytical skills, social skills etc. The institute conducts on regular basis various such training programs for development of above-mentioned skills in the students. Apart from self-development social sensitization and ethical development is</p>					

given due importance by arranging winter internships with renowned NGOs. This overall skill development helps institute in making students corporate ready and get them successfully placed in good companies.

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

The institute ensures appropriate integration of Indian Knowledge system in various ways such as interactions with students of SIES Ved Pathshala, arranging sessions of self-help/motivational speakers, spiritual speakers etc. This helps institute in confidence building for the students. NGO internships is a unique initiative which makes students socially sensitized and aware of grey areas faced by weaker sections of the societies. This helps the institute imbibe good values amongst the students.

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

Work in progress

20.Distance education/online education:

Following two "Online Certificate Programs" launched and conducted by faculty members successfully

1) Certificate in Financial Modeling

2) Certificate in Business Development

Extended Profile

1.Programme

1.1 140

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 182

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

0

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3

222

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

23

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

21

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	140
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	182
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	0
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	222
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	23
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	21
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	11
Total number of Classrooms and Seminar halls	
4.2	1
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	242
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Programs, related courses, and related activities improve students' academic performance and workplace preparation. Through field trips, real projects, guest lectures, international exposure, etc., industry engagement is ensured. Post Covid-19 as the world is coming to normal life, offline classes. Online guest sessions, webinars, etc. have improved industrial involvement for the institute during the Covid-19 pandemic. During the epidemic, the value of teaching and learning was preserved, and lectures were held online in addition to case-based instruction. As pandemic came to an end and world became normal, offline classes assures teaching learning process more effective with the help of new certificate courses, internships, summer projects, research projects, workshops, etc. The introduction of significant credential programmes has improved students' employability. The institute invites international academics to provide students global perspective on particular subjects or sectors. Students are always encouraged to complete weekend projects or online live

projects in order to develop new abilities and hone old ones. The institute interacts with students and other stakeholders, such as corporate recruiters, regarding curriculum and pedagogy through a well-developed and tried-and-true feedback mechanism.

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

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

All of the institute's programs adhere to the official academic schedule which is also published on the institute's website. The initiatives of the institute are connected to a university. The academic calendars for MMS and MCA are created while taking into account all the holidays, events, and other activities. In order to ensure continual internal assessment and planned development of the students, faculty member organize their internal evaluation components across the term. Since the entire procedure is carried out in accordance with the academic term, students also appreciate it because it spreads their workload related to project and assignment submissions across a term.

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

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

2

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

1.2.2 - Number of Add on /Certificate programs offered during the year

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

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

8

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

1.3 - Curriculum Enrichment

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

The institution teaches two programs of the University of Mumbai. In the appropriate places of the two-year master's degree programs. The University of Mumbai has added courses addressing intersecting issues related to professional ethics, gender equality, and sensitization, human values, environment, and sustainability. The institute expects all of its students to take part in extracurricular activities including internships with non-profit organizations in addition to educating them through these courses. These initiatives are made on and around particular days, such as world cancer day, world yoga day, women's day, AIDS day, world mental health day, world diabetes day, world human rights day, etc., to raise students' awareness of these issues and encourage them to make a real difference in the lives of those who are affected.

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

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

3

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

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

223

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above
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File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	D. Feedback collected
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
185	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
4	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
Through midterm exams, the students' learning is reviewed at this point in the semester. It helps us comprehend the pupils' academic achievement on both the low and high-performance sides. Low-achieving students receive specialised instruction and counselling	

sessions. High-achieving students are encouraged and assisted to consult reference materials and comprehend the advanced ideas covered in the course to gain from the advantage of picking up the material more easily.

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

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

Number of Students	Number of Teachers
420	23

File Description	Documents
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 institute found it challenging to carry out the experiential learning activities that were routinely carried out of the institute prior to this typical circumstance during the COVID19 pandemic. Despite this, the institute ran a variety of online learning programs that exposed students to a wide range of managerial and sensitive subject matter. Occasionally, competitive exercises helped the institute hone the students' problem-solving abilities. Overall, most of the pupils adjusted to these activities extremely well, which turned the return to normalcy into a gift. Undoubtedly, this will have a significant positive influence on the students' career development and business preparation.

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

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

ICT usage has unquestionably significantly expanded in this new normal circumstance. Although instructors were already employing these strategies, the new normal has made them more useful and student-focused. With the help of their technology-focused initiatives, instructors have helped students improve in their education and careers. These efforts were valued by the students. Teachers improved the teaching-learning process by using tools like MS Teams, Juno ERP, MS Forms, Google Forms, etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

23

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

2.4 - Teacher Profile and Quality

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

23

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

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

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

12

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

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

2.4.3.1 - Total experience of full-time teachers

243

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

2.5 - Evaluation Process and Reforms

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

Concurrent assessment is used in the institute to track continuous development. SIESCOMS carefully monitors educational results acquired from concurrent assessment of the students and works hard to enhance them. Recent software updates include the following specific ones. A continuation of the alumni/corporate mentoring program. Special grooming sessions for placement MMS and MCA Students. Reorganization of two distinct workshops for MMS marketing specialty students in the areas of Marketing Analytics and Advertising. • Corporate preparedness programs were held to prepare students for MCA and final placements. • Mock technical interviews for MCA final year students were organized with the help of alumni. Even while the internal assessment is rigorously applied at the institution level, it is clearly defined throughout the university system. Concurrent assessment ensures that students fully understand both the theoretical and practical components of the course while also continuously testing them.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

All issues encountered by students during the internal assessment and concurrent assessment processes should be reported. They have access to the administration, the department in charge of administering exams, and a specifically created students' grievances cell. Excellent student-faculty relations is another important factor that helps the process go even more smoothly. The student grievance cell makes sure that the system is transparent, timely, and effective.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

It will be done in the due course.

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

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

The institute has created a highly reliable method for continuously assessing the POCO attainments maintained by all the teachers for all the courses. Prior to this, the institution created a standard MS Excel template that was utilized by all faculty members to compute their POCO attainments and was kept by them as well as the program chairs as a central database of these information. Additionally, with the deployment of the Juno EPR system, the program and course outcomes must be put in the system in Juno, and the outcomes in terms of POCO attainments are produced using the students' performance on concurrent assessments and end-of-term exams. Through a carefully devised procedure, the institute evaluates the same.

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

2.6.3 - Pass percentage of Students during the year

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

213

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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://siescoms.edu.in/images/2021%20AQAR%20Accepted%20Report.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

Rs. 1133400

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

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

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

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

3.2 - Innovation Ecosystem

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

The ecosystem for innovation and transfer of knowledge is through various seminars, workshops, and webinars. The corporate Interaction Series is one of our initiatives that has always helped the same. Entrepreneurship cells, start-up cells, etc are constantly working towards the same.

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

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

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

2

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

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

6

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

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

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers**

in national/ international conference proceedings year wise during year

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

3.4 - Extension Activities

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

A number of students participating in the extension activities. It helps institute sensitize them towards community, social issues, etc. It also helps in the holistic development of the students. The programs organized by the institute during various occasions such as world cancer day, organ donation week, world mental health day, international women's day, world diabetes day, world human rights day, etc. help achieve the desired results in this direction.

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

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

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

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

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

13

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

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

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

1757

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

3.5 - Collaboration

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

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

0

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

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

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

11

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institute unquestionably possesses the necessary physical infrastructure and classrooms for instruction. There are sixteen classrooms, more than 200 computers, and many labs. The following sections provide extra details on the subject.

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

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

For internal activities, such as yoga, indoor games, and cultural events, the institute has designated specific spaces. In addition to this, the school includes a separate gym where pupils may work out. The institute auditorium is sufficiently equipped to host those cultural programs and events. There is adequate room for outdoor activities, including Virtualities and Pixelcollege celebrations, to take place on various occasions.

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

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

16

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

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

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

2311625

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

4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management System (ILMS). The library department uses an integrated LMS and is fully automated. Additionally, there are library tasks related to ERP, such as student enrolment, card generation, account management, etc system integrated with internal management system that periodically provides relevant outputs from the library department and facilitates the institute's decision-making about library administration.

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

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

A. Any 4 or more of the above

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

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**2.04**

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****48**

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The institution occasionally changes its wifi and IT infrastructure. The specifics of the same are now made public in support of the data regarding IT facilities, including wi-fi.

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

4.3.2 - Number of Computers**348**

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

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

5077677

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

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

System Administrator is responsible for ensuring that all gear, including computers, is gradually phased out and replaced with newer models. It is the responsibility of the librarian and other library personnel to maintain order in the library. To keep the books and other resources in good shape, proper anti-pesticide treatment should be performed on a regular basis. No entry into the library without a current library card or ID, or with bags or

other items. Food is not permitted inside libraries.

The designated individual must gradually replace worn-out assets and restock consumables like pens, sketch pens, dusters, etc. as needed. At the SIES campus in Nerul, it is overseen by an estate department that is led by a director of administration and an estate manager.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

70

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

70

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

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

D. 1 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

D. Any 1 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

193

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

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

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

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

The empowered body of the college's elected students, the Student Council of SIESCOMS, serves as the official representative of the whole student body. The goal is to ensure effective communication between the students and the institute's various functional authority points. It is one of the means for helping the institute to fulfil its objective.

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

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

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

0

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

5.4 - Alumni Engagement

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

The academic year 2021-22 witnessed a total of 300 plus participating in various alumni engagement activities via alumni contribution towards institutional building activities like being a part of our Board of Studies, Leadership Programs Orientation Program, Convocation Ceremony, CIS, Placement Support, Jury for Projects, etc. Due to Covid circumstances virtual mode of interaction was used in a big way for further activities like alumni chapter meets, alumni batch meets, etc

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

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

E. <1Lakhs

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 and in tune with the vision and mission of the institution

The institution's goal is to rank among India's top business schools. As a result, the institute moves forward with its goal by attaining governance and quality in every endeavour, including teaching-learning, research, extracurricular activities, and other pursuits. The mission of the institution includes preparing the students with the information, abilities, and attitudes needed to fulfil industry standards, foster ethical values, imbibing moral principles, and learn leadership and teamwork abilities. Every function of the institution's governance is conducted with the goal of achieving the institution's vision and purpose. It is demonstrated by the students' exceptional professional development, successful placement, and concurrently improved institute rating.

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

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

The organisation engages in decentralised and participatory operations. There are several instances of the same. Simultaneous alignment of the curriculum for independent programmes to reduce the knowledge and skill gap, combine industrial needs is one of these illustrations. Additional inputs are supplied by the school periodically informs all of the autonomous courses in addition to those associated with universities, including recurring business engagement series that is only the faculty members planned and carried out the action by contacting corporate professionals and experienced alumni participants.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Every area of the institution's operations, including examination and assessment, the teaching and learning process, industry contact and partnerships, HR management, and admissions, efficiently implements its strategic plan. Due to COVID19 difficulties, it was challenging to switch to an online form of assessment. The implementation of an ERP system allowed for the most accurate and efficient scrutiny of all courses. With the aid of this ERP system, evaluation also improved in effectiveness. In response to the fact that the situation has not yet normalized, the institute ensured increased industry interactions and collaborations to boost placements and student morale. Integration of ERP-MS Teams enabled the conduct online classes, maintain records of attendance, class participation, assignments, presentations, midterms, etc. For faculty members and non-teaching personnel, webinars and seminars have been organized to help them deal with the new normal conditions and equip themselves with advanced abilities to perform better on all fronts. The systematic admissions procedure, which included Group Discussion, Personal Interview I, and Personal Interview II, was completed online for all applicants.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

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

Yes, it is clear from the policies, administrative setup, appointment and service norms, and procedures that the institutional entities perform effectively and efficiently.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
Both teaching and non-teaching employees are well-cared for at the institution. The institute occasionally hosts a number of faculty development programs, and faculty members are both encouraged and given incentives to participate in faculty development programs at top universities like IIMs and IITs. The non-teaching staff also has workshops for professional development.	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File
6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year	
6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year	
5	

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

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

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

11

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

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

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

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

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

Every year, systematic performance reviews are undertaken for both teaching and non-teaching staff, and the same is simultaneously monitored. The SIES Central HR Department created the performance assessment form, which is used to set up the KRAs for the workers and track their performance throughout the course of the performance period.

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

6.4 - Financial Management and Resource Mobilization

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

The Institute submits to both internal and external audits. SIES society/trust centralizes purchasing and human resources. Purchase orders and other items of revenue expenditure are subject to extremely stringent procedures. All vouchers require a minimum of two signatories. The same procedure is used for all debit notes and checks for making payments. One of these signatories is at the institute level, while the other is at the level of the society/SIES Trust. Internal senior staff members (mostly from the Finance section) examine the income and expense items/statements from the vouchers. This is carried every six months. Although they

keep separate accounts for each institution in Tally, the SIES accounts department is centralized, as was already mentioned. As a result, at the end of the fiscal year, the revenue and expense statements are combined, and final accounts for the Society/SIES Trust are prepared and subjected to a Chartered Accountants' external statutory audit. The final accounts are accepted by the Society at its Annual General Meeting (AGM), when any ordinary member may voice any objections or questions regarding the final accounts, only after auditing by the external auditors. The institution has ISO accreditation. Every six months, audits are performed on the institute campus.

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

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

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

0.5

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

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

The institution has plans for raising funds and making the best use of its resources.

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) has made a substantial contribution to institutionalizing quality assurance methods and initiatives. This involves providing data to AISHE, taking part in NIRF, receiving ISO certification, passing an NBA Audit, etc. Numerous high-quality initiatives were started throughout the year. Cross-functional VIVAs of the students, IQAC meetings, workshops on research and publishing, workshops on Scopus Indexed Publications, etc. in collaboration with CTD and SIESCOMS Research Committee.

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

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

The Internal Quality Assurance Cell (IQAC) contains standards that, at regular intervals, direct the methodology, structure, and process of operation. The institute focuses on these areas of improvisation and views deviance from these rules as such.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of

A. All of the above

**Internal Quality Assurance Cell (IQAC);
Feedback collected, analyzed and used for
improvements Collaborative quality
initiatives with other institution(s)
Participation in NIRF any other quality audit
recognized by state, national or international
agencies (ISO Certification, NBA)**

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

All the female employees and students are encouraged to participate in various events and activities etc. The International Day for the Elimination of Violence Against Women is one of the year-round initiatives the Institution takes to promote gender parity. SIESCOMS and the NGOs Youth on the Move carried it out. In the webinar, 138 participants took part.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy

D. Any 1 of the above

conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor- based energy conservation Use of LED bulbs/ power efficient equipment		
File Description	Documents	
Geo tagged Photographs	No File Uploaded	
Any other relevant information	No File Uploaded	
<p>7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management</p> <p>The institute has well-developed systems in place for managing solid waste, liquid waste, electronic waste, and trash recycling, all of which are done with the assistance of and in conjunction with local bodies. Even the local body has praised the institutes established and implemented methodical management procedures. Collecting and treating solid wastes are both parts of the solid waste management process. Additionally, it provides guidelines for recycling materials that are neither trash or rubbish. Liquid waste management calls for financial investment, qualified employees, a collaboration between various government agencies, and public knowledge of the problems. Since improper management of liquid wastes, particularly human excreta, causes health and environmental issues, the institute manages such coordination with the help of the local government.</p>		
File Description	Documents	
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded	
Geo tagged photographs of the facilities	No File Uploaded	
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	C. Any 2 of the above	

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

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

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

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

NA

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

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

Republic Day, Independence Day, Teachers Day, World Human Rights Day, and other holidays are consistently observed in the institution, which results in sensitizing students and staff at the institution to their constitutional duties as citizens, including their values, rights, duties, and responsibilities.

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

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

C. Any 2 of the above

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

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

The institution commemorates by planning national and worldwide memorial days, activities, and festivals, such as World Diabetes Day, World Human Rights Day, World Cancer Day, Organ Donation Awareness Week, World Mental Health Day, etc.

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

7.2 - Best Practices

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

1. CSR initiatives, such as a 10-day internship with an NGO 2. Organ donation education week. 3. Ideathon: Real-world issues were presented by the participating Corporate, and our students came up with innovative and useful solutions.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

a.The goal of teaching and training is to prepare students to enter the workforce. The placement department plays a proactive role in exploring, comprehending, and communicating corporate requirements as they relate to knowledge and skills to the institute's professors and trainers.

b.According to the institutional vision, mission, and objectives, the institute responded to the difficult pandemic phase scenario very forcefully and quickly, which made it very effective in all areas of functioning, including online lectures, webinars, workshops, certificate programs, systematic and reliable administration of examination systems, other academic and administrative fronts, etc. This allowed the institute to continuously deliver a high-caliber workforce to the business sector, ensuring the continual development of all students enrolled in its courses.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Post JUNO scenario , a new ERP system will be tested for suitability and will be implemented.

2. As SIES Trust is in the process of implementation of ERP for human resource management which will be made applicable to SIESCOMS(SIES College of Management Studies)also in due course.

3. As pandemic comes to an end , examination department will be empowered to conduct internal as well as external / University examinations in more structured manner with acquisition of required resources.

4. Experiential Learning activities will be restarted for all students of the institute.