



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	ST. ANDREW'S COLLEGE OF ARTS, SCIENCE AND COMMERCE
Name of the head of the Institution	DR.(MS.) MARIE B. FERNANDES
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02226401657
Mobile no.	9892771657
Registered Email	principal.st.andrews@gmail.com
Alternate Email	dr.marie.fernandes@gmail.com
Address	St. Dominic Road, Bandra (W)
City/Town	Mumbai
State/UT	Maharashtra
Pincode	400050

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Amelia Correa
Phone no/Alternate Phone no.	02226428684
Mobile no.	9820481127
Registered Email	sa.iqac1516@gmail.com
Alternate Email	a.correa@standrewscollege.ac.in

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://standrewscollege.ac.in/iqac-2/
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://standrewscollege.ac.in/wp-content/uploads/2019/09/Calendar-2019-mail.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	78.75	2004	03-May-2004	02-May-2009
2	A	3.14	2010	04-Sep-2010	03-Sep-2015
3	A	3.07	2016	16-Sep-2016	15-Sep-2021

6. Date of Establishment of IQAC	17-Aug-2004
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
1) External Audit Conducted	01-Apr-2019 03	38
2) Internal Audit Conducted	10-Sep-2018 07	10
3) Participated in CPE	25-Aug-2018 15	96
4) Participated in NIRF	30-Nov-2018 15	96
5) Submission of AQAR Report	26-Oct-2018 30	96
6) Regular IQAC meetings	14-Jul-2018 4	26
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Organised a Staff Advancement Seminar , "Brain Reprogramming" on 19 June 2018 and a lecture by Aruna Roy, author and social activist, "The RTI Story: Power to the People" on 20 June 2018.

Organised an Annual Conferences, "The Thoery and Practise of Contemporary Theatre" on 22 June 2018 and "Ethics and Economics" on 15 March 2019.

Organised a Socio-History Student Seminar, "Women and Media" on 30 August 2018 and Interdepartmental Student Seminar, Land/Earth/Soil on 25 September 2018.

Organised an International Symposium, "A New Utopia: Promoting Dialogue for a Humane & Sustainable Society" on 22 January 2019 under the aegis of UNESCO and Cardinal Paul Poupard Foundation Chair for Inter-Religious and Inter-Cultural Dialogue.

Staff seminars with research paper presentations were held on 9 March 2019. A field trip was organised for staff members to the Nature Park on 3 January 2019.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
1) To introduce Certified courses.	Leadership and Citizenship Income from Salaries Computation and Efiling of Returns. TallyERP9 Communication skills R programming Basic and Advanced Excel (Big Data Analytics) Digital Marketing Research Methodology The Online Marketing Fundamentals by Google. Basic Income Tax Equity Trading Boothcamp Advanced Excel Please refer to 1.1.2
2) To improve student attendance.	Defaulters lists were put up regularly and Messages were sent to parents.
3) To encourage faculty and student exchange programme.	MOUs are in the process of being signed.
4) To improve the quality of research.	Conducted a session on "IPR in Academic Settings".
5) To enhance the effectiveness of the placement cell.	72 students were placed this year.
6) To encourage alumni participation and support.	Registration of alumni is in process.
7) To identify environmentally friendly best practices.	Segregation of garbage and composting.
8) To encourage availing of government scholarships under different categories.	Class to Class Campaigning was undertaken, notices sent & banners displayed. Student participation increased.
9) To document remedial classes undertaken.	Staff members undertook and documented remedial classes

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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="118 226 794 275" style="width: 50%;">Name of Statutory Body</th> <th data-bbox="794 226 1477 275" style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="118 275 794 324" style="text-align: center;">College Development Committee</td> <td data-bbox="794 275 1477 324" style="text-align: center;">16-Feb-2019</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Development Committee	16-Feb-2019
Name of Statutory Body	Meeting Date				
College Development Committee	16-Feb-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	02-Apr-2018				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	29-Dec-2018				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>For the year 2018/19, we have 18 modules for which information is provided to the Directorate of Higher Education, Maharashtra. There are two main categories of modules. One related to Staffing Information and the other Academic Information. .Staffing Information includes general details of the office and the institute. Another module covers the details of the courses conducted in the institution. Related to this are the modules 3,4 ,5,which deals with total approved seats, details of approved seats designationwise (grant nongrant) and the details of the approved seats subject wise. Teaching and Nonteaching requirements are covered under staffing information. Academic Information covers 13 modules. Details of research activity in the institution deals with Ph.D. and M.Phil. students enrollment. Also included under academic information is the module which provides details of students enrolment in different courses. Another module enumerates enrolment of minority students. Details of physically handicapped students enrolled in the institution is covered in another</p>				

module. Also provided is a module regarding expenditure incurred on making facilities available for these students. One module covers students availing of scholarships. There are details regarding students availing of Government of India scholarships, Government of Maharashtra scholarships, students availing of freeships and lastly students availing of EBC scholarships. Under Academic information, the availability of physical education facilities are provided. This covers indoor and outdoor facilities. Gymkhana facilities are also provided under this module. We have basketball courts and volleyballs courts as well as playground for hockey and football. Library details are provided in a separate module. This covers number of books and periodicals as well as audiovisual facilities. Also provided under academic information is details of examination results under the different courses offered in the college. It provides information about total number of boys and girls passing successfully. Breakup of fees received is provided in another module. This covers fees received under different categories like tuition fees, admission fees, examination fees, certificate fees, penalty and other fees. The last module covers expenditure status of plan/nonplan schemes. This covers grants for expansion of nongovernment arts, science and commerce colleges. The objectwise expenditure is given in detail. It covers aspects like salary, telephone, electricity, water supply, rent, publications and computer expenditure. It also spells out actual expenditure of 6 previous year, actual expenditure of the current year and expected expenditure of the current year. It also covers sanctioned outlay for the current year.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Our Institution has a mechanism for well-planned curriculum delivery and documentation. Apart from the traditional teaching-learning methods of white

board and lecturing method, our college lays great emphasis on curriculum delivery through practical learning. An academic calendar is prepared in advance and published in the college prospectus. Each department invites industry experts to deliver guest lectures in their respective field of work. This enables the students to get an insight into the real business world. The students are encouraged to undertake live projects and internships to supplement learning. The students are encouraged to research on topics within the curriculum as well as on cross-cutting issues and present research papers or presentations with recommendations to solutions. Critical thinking is encouraged through the various debates, role playing and class discussions. The curriculum is enhanced through conduct of projects and field trips giving insights beyond the syllabus. The college arranges an array of co-curricular activities to enrich the curriculum. All classrooms are ICT equipped and Wi-Fi enabled. This provides for interactive classroom learning. The college also has a multimedia library and subscribes to numerous journals so that both students and Professors can keep abreast of changing trends in their respective subjects. We also subscribe to E-journals, INFLIBNET. A record of the students using the numerous library facilities is maintained by the Librarian. To ensure effective curriculum delivery, every faculty member must submit a syllabus teaching plan to the Principal at the beginning of each semester. The Principal conducts regular meetings with all faculty members to ensure that the plans are being implemented. Regular interaction with Student Council members of every class with the Principal ensures that lecturers complete their portion in time and effectively. The responses gathered via the student feedback survey helps us to identify areas of improvement in curriculum delivery and evaluation methods. The Coordinators of the Self-Financed Courses take regular feedback regarding visiting faculty members and accordingly incorporate changes. Representatives from each class must sign an acknowledgement of portion completion at the end of each semester. The progress of the students is maintained through regular tests, presentations and semester end exams. Remedial classes, bridge lectures and tutorials are conducted for the weaker students. The college also focuses on providing certificate courses to the students to enhance the overall development of the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Leadership and citizenship certificate course	Nil	19/09/2018	10	Focus on ways communicate efficiently to your team members.	Skills that employers look for in candidates for employment
Tally ERP9	Nil	21/08/2018	23	Accounting software	Skill on basic accounting software package
Advance Excel	Nil	10/08/2018	7	Skill on Data management in the field of Business analytics.	Data processing, Data interpretation and analysis
Digital	Nil	10/08/2018	5	Focus on	To Align

Marketing					Data Analysis. Writing and Editing, Listening, Email Social Media Skills	Skills With Job Market Needs through online tools and software.
Equity Trading Boot Camp Course	Nil	13/08/2018	15		Focus on Learning to trade and invest	Skill on trading and investment
'Income from Salaries - Computation E-filing of Returns'	Nil	19/07/2018	9		Focus on E filing	Basic skill in filing returns
Communication Skills Course	Nil	02/05/2019	15		Soft Skills	Basic communication skill
Basic and Advance Excel (Big Data Analytics)	Nil	02/02/2019	6		Employability	Big Data
GST	Nil	01/07/2018	7		Employability	Knowledge
R Programming	Nil	19/07/2018	8		Employability	Knowledge

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	252	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Value Education Self Finance First Year	26/09/2018	384
Value Education BA/BCOM	07/01/2019	553

First Year		
Social Outreach Self Finance Second year	28/07/2018	379
Social Outreach BA/BCOM Second year	23/07/2018	462
Value Education Self Finance Third year	20/08/2018	368
Value Education BA/BCOM Third year	13/10/2018	408
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Forevision- is a Business and Consulting Company that can improve your lives and shapes your career.	2
BCom	Gokruze - Book best local AC bus service in Mumbai.	1
BCom	Catking- Coaching class	5
BCom	Connecting Dots- reliable background verification for employees from across the globe	2
BCom	Techanalyst software company	2
BA	Chtrbox- community of influencers and content creators that share branded stories on social media.	1
BMS	Morgan Stanley- American multinational investment bank and financial services company	9
BMS	Catking- Coaching class	1
BCom	Adajio	1
BA	Adajio	1
BMS	OYO Hotels - Japan GK	1
BCom	IPSOS Research	3
BMS	L&T Infotech	1
BCom	Citizencredit	3
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

<p>Feedback Obtained</p> <p>Our institution strongly believes in holistic development and value building of the student. Hence their feedback is highly valued. The responses gathered via the student feedback survey helps us to identify areas of improvement in curriculum delivery and evaluation methods. The Coordinators of the SelfFinanced Courses take regular informal feedback regarding visiting faculty members and accordingly incorporate changes. ? Students: The college collects feedback from the students through an automated feedback system at the end of the Semester. This feedback is analyzed and solutions are sought through meetings held with the student council as well as with the other faculty members. http://student.standrewserp.com/index.php?/form/studentPerception Informal feedback taken from the students by the coordinators. ? Parents: The college regularly organizes parent teacher meetings. Suggestions given by the parents are duly taken note of. Parents can meet with the Principal and the faculty any time. The grievances and suggestions are heard and appropriate action is taken. Mentoring is done to ensure student progress and to help in building bridges between the college and the community. http://student.standrewserp.com/index.php?/form/parentPerception ? Academic Peer Group: Feedback is obtained from the academic peer group in the seminars, workshops, and meetings organized by the University or on other occasions when they meet during centralized assessment at the university. Some of the professors are involved in Syllabus planning and are also members of the Board of Studies. Some have been appointed as chairpersons for their respective papers. The college also has been a part of AIACHE (All India Association of Christian Higher Education) exchange programme. It allows for an exchange of ideas and learning to improve the quality of education within the institute by implementing the best practices available in other colleges. The principal is an executive member of this body that meets regularly to share information with regards to best practices that colleges adopt. ? Academic Audit: We invite experts from the field of education every year to audit the progress made by the institute in every sphere, whether it be academics or infrastructure. These suggestions are carefully studied by the management and steps are taken to improve the quality of the Institution. In 201819 Dr. Fr. Davis George Director former Principal, St. Aloysius Institue of Technology, Jabalpur and Dr. Angelo Menezes, former Principal St. Xavier's College Mumbai.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English, Economics, History, Psychology, Sociology.	240	1082	211

BCom	Accountancy	360	1113	342
BMS	H.R, Finance, Marketing	120	1553	121
BA	Mass Media	60	1078	57
BCom	Banking & Insurance	60	199	49
BCom	Accounts & Finance	60	641	57
BSc	Hospitality Studies	60	129	46
BSc	I.T.	60	363	54
MCom	Business Mgmt.	60	33	35
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2554	65	38	0	1

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
40	38	51	42	0	5

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

All the students are mentored in each academic year at least once by their respective class teachers. The issues addressed are related to academic, interpersonal, family problems as well as any other relevant personal issues. Any serious cases are referred to the college counsellor for further pursual. Additionally, every student fills up the STUDENT PROFILE FORM consisting of personal and academic data. The same is carried forward to the subsequent years of SY and TY. This form thereby enables access to the student's information at a glance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2619	39	1 : 67

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
46	40	6	0	15

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National,

International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	1S00252	II	10/04/2019	03/06/2019
BSc	1S00254	IV	02/05/2019	10/06/2019
BSc	1S00256	VI	11/05/2019	24/06/2019
BSc	1S00422	II	12/04/2019	03/06/2019
BSc	1S00424	IV	04/05/2019	10/06/2019
BSc	1S00416	VI	07/05/2019	06/07/2019
MCom	2C00532	II	03/06/2019	01/08/2019
MCom	2C00534	IV	10/06/2019	13/08/2019
BA	3A00142	II	13/05/2019	15/06/2019
BA	3A00144	IV	04/05/2019	13/06/2019
BA	3A00146	VI	07/05/2019	15/06/2019
BCom	2C00142	II	13/05/2019	15/06/2019
BCom	2C00144	IV	03/05/2019	13/06/2019
BCom	2C00146	VI	25/04/2019	25/05/2019
BA	4000152	II	11/04/2019	03/06/2019
BA	4000154	IV	04/05/2019	10/06/2019
BA	4000146	VI	03/05/2019	06/07/2019
BMS	2M00152	II	12/04/2019	03/06/2019
BMS	2M00154	IV	04/05/2019	10/06/2019
BMS	2M00156	VI	09/05/2019	19/06/2019
BCom	2C00452	II	12/04/2019	03/06/2019
BCom	2C00454	IV	04/05/2019	10/06/2019
BCom	2C00446	VI	08/05/2019	18/06/2019
BCom	2C00342	II	12/04/2019	03/06/2019
BCom	2C00344	IV	04/05/2019	10/06/2019
BCom	2C00346	VI	09/05/2019	26/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Evaluation reforms of the University of Mumbai are adopted by the institution. The Affiliation to the University of Mumbai, does permit us to initiate reforms on our own, but we follow the reforms set by the University, which include a Syllabus Revision Workshop every 3 years conducted by the respective Board of Studies for the various Courses under all Programmes. The objective of the Workshop is to make four amendments regarding: a) Basic syllabi, b) Recommended textbooks and reference books, c) Structure and format of paper pattern and d) Method of conducting Internal assessment (if any) With effect from 2016/17 ALL SEMESTER INTERNAL ASSESSMENT which were conducted in every Semester for 25 marks for all BA and BCOM Programmes were gradually phased off for all Semesters starting with FY (2016/17), then SY (2017/18) and thereafter TY (2018/19) respectively, as per the University of Mumbai Directive. However, it was retained for the Course - Foundation Course I and II for FY/SY BA/BCOM. The weightage for TYBA/BCOM Applied Component Papers was reduced from 25 marks to 20 marks. However, ALL SEMESTER INTERNAL ASSESSMENT which was conducted in every Semester for 25 marks for the SelfFinanced Programmes continued on the same parameters. BSC.IT and BSC.HOSPITALITY programmes additionally to 25 marks Internals, have also 50 marks Practicals as per the University of Mumbai Directive. Question papers are submitted to the Heads of Department for monitoring that all modules have been covered and the paper adheres to the pattern provided by the University. Two students are also required to sign on the syllabus copy with regard to its completion by the concerned teacher.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

We are affiliated to the University of Mumbai and so have to adhere to the dates of examinations set by the University. The evaluation process and reforms are implemented through various committees like Exam Committee, Unfair Means Inquiry Committee, IQAC, LMC, Grievance Cell. The timetable for the examination is displayed on the notice board. The Principal oversees the process of implementation in keeping with the Academic Terms. With effect from 2016/17, the college conducted the Semester End Examinations on behalf of the University of Mumbai additionally for FY, SY across all Programmes in progression from FY (2016), then SY (2017) according to the timetable posted by the University of Mumbai on their website. The Internal Assessment is also scheduled keeping in mind the University of Mumbai timetable and the Marklists for the same are submitted by the concerned faculty according to the deadline given by the college Examination Committee. Details of other scheduled events of each department is also planned and published in our Academic Calendar. <https://standrewscollege.ac.in/wpcontent/uploads/2019/09/Calendar2019mail.pdf>

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://standrewscollege.ac.in/result-analysis/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
3A00146	BA	BA	138	114	82.60
2C00146	BCom	BCOM	267	238	89.13
4000156	BA	BMM	50	46	92.00

2M00156	BMS	BMS	116	108	93.10
2C004466	BCom	BAF	56	55	98.21
2C00346	BCom	BBI	61	61	100.00
1S00256	BSc	B.Sc (Information Technology)	42	38	90.47
1S00426	BSc	B.Sc (Hospitality Studies)	41	36	87.80
2C00532	MCom	MCOM Part I	35	19	54.28
2C00534	MCom	MCOM Part II	30	24	80.00
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://student.standrewserp.com/index.php?/form/studentPerception>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Women and Media	Sociology History	31/07/2018
Session on 'Speed Reading by Dr. Sushama Powdwal	Library	20/12/2018
Seminar on Real Estate Management The Future	B.M.S	20/12/2018
Sushi and Dumpling Demondstration	Hospitality	12/12/2018
Chocolate making session	Hospitality	09/12/2018
First Aid	Hospitality	02/10/2018
Student Research Seminar on Earth/Land/Soil	Interdisciplinary	25/09/2018
National Conference on The Theory and Practice of Contemporary Theatre	English	22/09/2018
Workshop on Entrepreneurship and Advertising	B.M.S	10/08/2018

Workshop on Financial Wellness	B.M.S	04/08/2018
TYBA Syllabus Planning Workshop for Sociology Teachers	Sociology	30/07/2018
One Day Workshop on the Revised Syllabus, TYBA English	English	26/06/2018
Session on IPR in academic settings	Library	09/01/2019
Flower Arrangement	Hospitality	18/01/2019
A New Utopia: Promoting Dialogue for a Humane and Sustainable Society	Interreligious	22/01/2019
Demonstration on larder and sandwiches	Hospitality	30/01/2019
Ethics and Economics	Economics	15/03/2019
Disability Awareness Workshop: Antarchakshu 2.0 with XRCVC	English	12/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	SOCIOLOGY	1	5.5
International	COMMERCE (BAF)	1	5.5
International	ECONOMICS	1	7.36
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	7
BAF	2
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	5
Presented papers	4	1	0	2
Resource persons	3	0	0	3
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Public Concern for Governance Trust (PCGT), Goonj Dhaan Utsav	NSS Unit / University of Mumbai.	5	65
Police Station Activities for Bandra Fair and Mahim Novena security.	NSS Unit / Bandra and Mahim Police Station.	5	65
Blood Donation	NSS Unit / Holy	5	65

Drive, Datri for stem cell donar registration, The Movement, Self Defence workshop.	Family Hospital, Bandra Police Station, Holy Family Hospital for Palliative Care, Khushiyan Foundation	
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
UDAAN Festival (Poster Making Competition)	First Prize	DLLE, University of Mumbai	2

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
DLLE	Mission Green Mumbai (NGO)	Juhu Beach Clean up	1	100
DLLE	The Kerala Catholic Association (Virar Unit)	Kerala Donation Drive	4	28
DLLE	Ambagopal Foundation	HOSH Walkathon	2	80
DLLE	St. Andrews College	Self Defence Workshop for Girls	2	50
DLLE	Lions Club Andheri	Run for Humanity	2	30
DLLE	Goregaon Sports Club	Marathon on the Occasion of World Cancer Day	2	50
DLLE	St. Andrews College	Women's Day Celebration for Class 3 4 Employee of College.	4	15
SOP	Ms. Deepika Singh	Teaching, Laundry, Beach Clean up, Making Handicrafts, Educating Adults, Workshops	4	791

Administrative work, Providing stationery
Kitchen work, Cooking for the poor, AntiDrug addiction
camaigns, Teaching traditional skills to underprivileged women.

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Ms. Deepika Singh	25/07/2018	Social Outreach Programme	791
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
No Data Entered/Not Applicable !!!	

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing

Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Existing

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SLIM 21	Fully	3.5.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	369	73801	321	85198	690	158999
Reference Books	709	1013804	126	721805	835	1735609
Journals	25	46230	26	53908	51	100138
Digital Database	1	5900	1	5900	2	11800
Weeding (hard & soft)	889	55862	222	37049	1111	92911
CD & Video	5	100	0	0	5	100
e-Journals	10	0	0	0	10	0
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	263	2	120	19	0	19	0	16	105

Added	24	0	0	0	0	0	0	34	0
Total	287	2	120	19	0	19	0	50	105

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
9453215	9453215	5502153	5502153

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

<p>As per the academic and holistic requirements of the college all facilities are being provided each year. To guarantee that students and members of the faculty have access to the best resources for maximum productivity in the teaching-learning process, the college ensures that adequate resources are provided for reading and research in the college library. The existing collection of books and other resources, including digital resources, are updated and enhanced every year. Additional resources are provided through online portals such as INFLIBNET and NDL. Heads of departments and members of the faculty can make requests for specific resources for their respective subjects. In addition, the Library Committee oversees the maintenance and enhancement of library resources. ICT facilities such as wifi access, projectors for screening, films, documentaries, videos and Power Point Presentation are maintained through the services of two personnel dedicated to this purpose. Smart boards are being arranged so that faculty can record their lectures and create econtent. The internet bandwidth is upgraded to 50mbps from 16mbps which was the earlier one. General infrastructure in the college, and repairs and maintenance of current equipment and facilities is taken care of by way of Annual Maintenance Contracts which covers maintenance of the lifts, the water coolers, air conditioners and pest control. Students bring their concerns about the various facilities to the attention of the Principal through the Students' Council. The requirements of the faculty and the student community are discussed at meetings of bodies such as the IQAC (Internal Quality Assurance Cell) and the CDC (College Development Committee). Purchase of equipment required for the year is decided upon by the Purchase Committee which consists of faculty members, the Registrar of the College, the Principal and a Management Representative. The Committee meets twice a year to consider available budgets and possible expenses for the year.</p> <p style="text-align: center;">https://standrewscollege.ac.in/annual-maintenance-contract-2018-19/</p>
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CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	1) Grenville and Vinita Soloman Acd. Scholarship, 2) Prof. Mavis Dias Endowment Scholarship	5	156666
Financial Support from Other Sources			
a) National	1) Reserv Category Scholarship, 2) Post Matric Minority Scholarship, 3) Chatrapati Shahu Maharaj Shikshan Shulk Scheme	94	700000
b) International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
International Yoga Day	21/06/2018	50	Meenakshi Agarwal (Certified Yoga Trainer, TQ Cert Services Pvt. Ltd.)
Students Counselling	30/08/2018	14	Counselling Dept. of St. Andrews College
Students Mentoring	07/09/2018	862	Class Teachers
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Mosaic (College Cultural Festival)	Inter College	835
Mind Maze (Quiz)	Inter College	36
Film Screenings (2)	College Level	102
Colours of God	College Level	50
Workshop on Sustainability	College Level	52
PPT Competition	College Level	46
Quiz Competition	College Level	32
International Symposium	International	424
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Gold medal	National	1	0	FYBA 101	Adnan Shaikh
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Students' Council of St. Andrew's College worked throughout the year, discussing and highlighting student related issues across the different streams. The Council helped to voice the concerns and thoughts of the students to the Principal, and the periodic meetings enabled us to coordinate and execute various events that helped ensure the smooth functioning of the college. The teaching faculty was felicitated on Teachers' Day on 5 September, 2018. On 22 December, 2018, Christmas was celebrated in the form of a Christmas Fair, with over 20 stalls. We also had an interdepartmental carol singing competition which was organized in association with the Faith on Campus group to add some extra zing to the celebrations. Seven departments of the institution participated in this event. The aim of the various programs of the Students' Council is to bring to fruition the motto of the institution, 'Enlighten the Darkness.' Towards this goal, some members of the Council participated in the Leadership Training Course conducted from 19 September, 2018. The members also participated in the intracollegiate presentation at the seminar on 'Land, Earth and Soil'. To celebrate the various cultural talents that our students possess, an Open Mic was organized for the first time on 11 October, 2018. This stage provided an opportunity for new artists to present themselves before an audience of peers. Two subsequent Open Mics were also hosted (on 11 October 2018 and 17 January 2019), with over 20 students participating in each session, displaying their talent in music, dance, and performance poetry. The Students' Council also spearheaded a campaign to improve the college canteen, developing a system to collect and analyse student feedback to bring systematic and necessary changes to the canteen. Periodic reviews of the canteen facilities and hygiene was also conducted under the leadership of the Hospitality representatives of the Council. The much awaited Traditional Day was celebrated on 19 January, 2019, preceded by the Loop Week, a week of events that included Twinning Day, Pyjama Day, Hoodie Day, a treasure hunt and a second Open Mic. Students from all departments participated actively in these events, making the Loop Week a grand success. The Students' Council played an active leadership role in other events in college such as the First Year Orientation programme during which they helped parents and students familiarize themselves with the institution. Students' Council members helped in the smooth run of the Convocation programme and also did their bit on the Annual Prize Distribution Day. They served in various capacities in other organizations including the Cultural Cell, the cultural festival, Mosaic, and the Scholarship Committee. As a whole, the Students' Council made a sincere attempt at the holistic development of all students of the institution, and helped facilitate communication between the management and students of the institution. In this capacity, the Council served both the management, staff and students, under the leadership of the Principal and the VicePrincipal.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

No

5.4.2 – No. of enrolled Alumni:

157

5.4.3 – Alumni contribution during the year (in Rupees) :

90000

5.4.4 – Meetings/activities organized by Alumni Association :

This academic year the main focus of the Alumni Association was to get

registered as a society, therefore the core committee members along with Profs incharge had series of meetings from July 2018 to December 2018 to arrive at the final document of the Alumni Association and submit it for the Principal's and Management's approval. The association also conducted a special interaction with the third year students on 12 January 2019. Mr. Derrick, Mrs. Dorelle and Mr. Daniel spearheaded this initiative. The sole aim of the session was to instill in our students the need for networking and to network with them as alumni. The session started with Mr. Derrick striking informal conversations to make the students feel at ease. Mrs. Dorelle then animated the most needed presentation and communication skills. She gave tips on grooming for interview purposes. Mr. Derrick then shared his personal experiences to support the need for networking at the work place. Mr. Daniel, being a relatively younger alumnus, shared how networking at college level helped him discover his career path. Mr. Derrick then invited the students to join the vast network of alumni of the college, whose advice and strong contacts, he added, would definitely set them on the road to success in achieving their future goals. All the three alumni then had a one on one interaction with most of the students to offer advice and connect them to the right people to help them in their career planning. The session left the students with a strong feeling that even after they graduate they have a group of experts, who share the same feelings for their alma mater and will be a support system to them.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

An initiative towards decentralised and participative management is carried out through the IQAC (Internal Quality Assurance Cell) and the CDC (College Development Committee). These bodies provide a platform for systematic deliberations on matters that affect the institution, and play a crucial role in insuring that all the administrative and academic concerns of the institution are dealt with through a process of collective thinking and decisionmaking. Both the bodies are constituted in accordance with specifications laid down by the University of Mumbai, and consist of representatives from the teaching and nonteaching staff, current students, alumni, the Principal, the Management and experts from the industry. The matters deliberated upon at the IQAC meetings are in accordance with the criteria specified for the NAAC accreditation, namely curricular aspects teaching learning and evaluation research, innovation and extension infrastructure and learning resources student support and progression governance, leadership and management and institutional values and best practices. The IQAC meetings thus enable the institution to ensure quality control according to the parameters set by the NAAC to facilitate studentcentric activities and an enriched academic environment in the institution. The CDC meets to plan and report on academic, administrative and infrastructural matters. The Academic and Administrative Calendar of Events are prepared in advance to ensure focussed deliberations and optimal use of time. The Committee discusses the introduction of new courses evaluates the performance of the selffinanced courses suggests improvements in teaching aids, and makes recommendations to foster academic collaborations and strengthen research. It considers ways of using technology to improve the admission procedure for students as also the use of RFID cards in the library. Matters related to the staff such as placements, requests for leave, grievances etc. are forwarded by the concerned faculty members to the nominated representatives who then raise the issues at the CDC meetings on their behalf. The outcome of the deliberations is then communicated to the concerned individuals by the nominated representatives. The audited statement of accounts of the previous

year is presented, and also discusses the budget for the new academic year. The CDC makes the necessary recommendations to the management about matters pertaining to the welfare of the college in terms of requirements related to infrastructure and the betterment of the teaching and nonteaching staff and the student population. Matters raised at the IQAC meetings are taken forward at the CDC meetings. Both the IQAC and the CDC meet twice each semester of the academic year. An agenda for the meetings to be held, and the minutes of the previous meeting are circulated to all the members on the IQAC and CDC committees to ensure informed discussions and transparency in decisionmaking.

Both these forums, the IQAC and the CDC, are characterised by an open atmosphere that allows members to freely express their ideas, suggestions, and concerns. The crosssection of opinions expressed at these meetings helps in acquiring a 360 degree perspective on the items slotted for discussion at the meeting.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Teaching and Learning	? All staff members have adopted the use of PowerPoint presentations You Tube Videos to supplement add values to regular lectures and guest lectures as pedagogical aids. ? Staff members also upload documents, PPTs, PDFs, and other audio visual material on the college Moodle which can be accessed by students from the website.
Examination and Evaluation	? Examinations and evaluation are conducted as per the guidelines laid down by the University of Mumbai. ? The college is a microcenter for online assessment, and teachers have the option of comfortably assessing papers in the college computer labs.
Curriculum Development	? As a nonautonomous institution, the college is required to follow the curriculum prescribed by the University of Mumbai. However, since some of our faculty members have been appointed on various Boards of Studies and syllabus revision committees, they have played a part in the framing of the syllabi for their respective subjects. ? The Principal Dr. Marie Fernandes is a Member of the Academic Council, University of Mumbai. The following faculty members were Board of Studies / Syllabus Committee members in the year 201819: ? Dr. Marie Fernandes (Department of English) for TYBA (Paper IV, 16th18th century English Literature). She is also the Vice Chancellor's nominee on Statutory

Bodies (Board of Studies in English) of Autonomous Colleges. ? Dr. Susan Lobo (Department of English) - for TYBA (Paper VI, Grammar and Art of Writing) ? Ms. Samira Nadkarni (Department of English) - Board of Studies, Sophia College (Autonomous) ? Dr. Vatika Sibal (Department of Sociology) Board of Studies, Department of Sociology, University of Mumbai. ? CA Kevin Miranda (Department of Accountancy) - Board of Studies, Department of Accountancy, J. J. College (Autonomous). ? Last year, the department of English and Sociology hosted syllabus revision workshops for the newly introduced TYBA syllabus, University of Mumbai, for their respective subjects. ? Faculty members also act as resource persons at syllabus revision workshops conducted to ensure the successful implementation of the new syllabi adopted by the University of Mumbai. The following faculty members acted as resource persons at syllabus revision workshops in the year 201819: ? Dr. Marie Fernandes for TYBA (Paper IV - 16th to 18th Century English Literature) ? Susan Lobo - for TYBA (Paper VI, Grammar and Art of Writing) ? Dr. Vatika Sibal - for TYBA (Paper VII, Sociology) ? Dr. Graciela Tavares - for TYBA (Economics) ? Dr. Harmeet Bhasin - for TYB.Com Sem VI (Marketing Research)

Research and Development

? Faculty members engage in a range of research oriented activities to make a contribution to the academic community. These activities take different forms such as presenting papers at national and international seminars and conferences, publications in journals and edited anthologies, delivering lectures as invited speakers at various forums, and being on editorial teams of journals and anthologies. ? This academic year, 03 papers were presented at national and international seminars and conferences, 08 research papers were published in journals, 08 coedited books were published. 01 faculty member acted as invited speakers at seminars and at colleges. 01 faculty members were also on editorial teams. 1 faculty member was appointed Chairperson for her subject by the University of Mumbai. One faculty member also acquired a Ph.D this year. ? An added

contribution to research and development is made by hosting conferences on campus. This year, the department of English hosted a conference on 'The Theory and Practice of Contemporary Theatre', The department of Economics hosted a conference on 'Ethics and Economics'. The UNESCO and the Cardinal Paul Poupard Foundation for Interreligious and Inter Cultural Dialogue hosted an international symposium on 'A New Utopia: Promoting Dialogue for a Humane and Sustainable Society'. ? The college hosts the InterReligious Diploma Course approved by the University of Mumbai for which 33 students registered last year. A PG Diploma in InterReligious Dialogue is also conducted on Water for Sustainable Development in conjunction with the College of Social Work, Nirmala Niketan and the Indian Institute of Culture for which nine students registered last year. 37 ? The Staff Advancement committee hosts a seminar that encourages faculty members to present research papers for inhouse staff. Four staff members presented papers at the seminar this year. ? Students are also inducted into a research culture and is encouraged to participate in seminars hosted by the college. To this end, the college hosts two student research seminars, one organised jointly by the History and Sociology departments, and an interdepartmental student research seminar. The theme for the Socio History seminar was 'Women and Media' while the theme for the interdepartmental student research seminar was 'Land/Earth/Soil'. ? The college regularly publishes journals such as Ruminations (by the department of English). Lumiere (the student research journal which publishes the papers presented at the student seminar). Journal of Ethics and Society: an international journal, religion, culture, peace and harmony, the journal released by the Paul Poupard Foundation. ? The college encourages student and faculty exchange between itself and other reputed educational institutions. Last year, Dr. Shirly George (HOD, Department of Sociology) together with two students, Susheel Verghese (TYBA). Janet Sojan

(TYBMS) visited Marian College in Kerala to participate in the National Youth Conference for Christian Higher Education (13 January 2019) based on the theme 'Third Millennium Youth: Challenges and Possibilities'.

Library, ICT and Physical Infrastructure / Instrumentation

? The Library is fully automated with the SLIM 21 library software version 3.5.0. ? Keeping in mind security of library resources, the RFID data capturing process was initiated this year with nearly 12000 books being provided with RFID tags. ? Receipt printers were installed on the circulation counters for the purpose of issuing fine receipts. ? The institutional repository was updated with faculty publications. A bibliographic compilation of publications by faculty members of the last five years was thus initiated. ? A link to Eppathshala and the SWAYAM program was provided on the library webpage on the college website. ? Fresh resources were added to the digital library along with a brief summary of the books uploaded on the data base to enable quick and easy searches in the webopac. ? Article indexing was supported by adding abstracts of articles in the library database for prompt retrieval of articles. ? Subscriptions to the American Library and the NList database were continued for staff and students. 138 students became members of the NList database to supplement their research work.

Human Resource Management

? The college has a Staff Advancement Programme (SAP) that seeks to enhance the potential of 38 staff and students. Other than organising the annual staff seminar and sessions that help the staff in terms of career advancement (refer to 6.3.2), the SAP also organises an annual field for the teaching faculty. This event allows the faculty to bond together while simultaneously engaging in a learning experience beyond the confines of the campus. This year, the SAP organised a visit to Maharashtra Nature Park, Dharavi on 3 January 2019. ? For students, the institution has been conducting Value Education sessions at the level of the senior college and the self financed courses. First year students have a Life Skills Programme

that included sessions on 'Emotional Intelligence', 'Assertive Communication' and 'Self Esteem and Positive Affirmation', 'Making Choices', 'Resisting Pornography' and 'Six Thinking Hats'. The second year students were sensitised to social issues and problems through a 20 hour voluntary service programme known as the 'Social Outreach Programme' (SOP) that requires them to render their services at NGOs and other institutions that house marginalised groups such as the aged, street children and the disabled. Students who do exceptionally well in this programme are awarded Social Outreach Programme Scholarships. Four such students were felicitated with such scholarships at the Annual Day programme in January 2019. The third year students had sessions on 'Emotional Intelligence', 'Attitudes and Values', 'Boost your Self Esteem', 'Cyber Ethics', 'Youth Relationships' and 'Soft Skills'. These sessions collectively ensure that students grow into more confident and sensitive individuals, well prepared to tackle challenges at the workplace and in society.

Industry Interaction / Collaboration

? Opportunities for interaction with industry are provided to students through industrial visits and/or guest lectures. ? Students are exposed to the industry through companies that regularly visit the college to recruit students for internships and jobs as organised by the Placement Cell of the college.

Admission of Students

? Admission of the students is now conducted via an online process. ? The institution provides information about admission to various courses through its website and the prospectus, posters/notices on campus, and announcements made and posters displayed in various parishes in Mumbai.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	(a) Time tables for staff and students are formulated using the ERP (Enterprise Resource Plan) software. (b) Individual staff members email soft copies of their annual syllabus plan, list of subjects and other association

	<p>activities, and annual PBAS forms to the IQAC incharge and the office.</p>
Administration	<p>? The day today affairs of the institution are managed largely by communication through emails and WhatsApp groups. Each staff member has an official email address and is a member of staff WhatsApp groups, and information about all scheduled events and meetings are channelled through these media. Staff members also themselves post circulars and other staff and student related information regularly on their respective WhatsApp groups. ? Each class also has its own WhatsApp groups for ease of communication between staff and students. ? In addition, the website also contains information that the students require to keep abreast of information about various activities and courses available for their benefit. ? Data pertaining to the staff is now uploaded on a portal that not only enables attendance to be taken online but also provides staff with information such as their individual leave records. The On Fees team is currently working on uploading all staff related data online for anytime and anywhere access by the staff.</p>
Finance and Accounts	<p>? The office uses Tally 9. ? The collection of fees from students is carried out online by the On Fees team. ? The office uses Easy TDS for income tax calculations.</p>
Student Admission and Support	<p>? The entire admission process from filling of forms to payment of fees is done online, and is being taken care of by the On Fees team, an external agency that has been working towards complete digitization of data related to the staff and students. The agency has also initiated the process of preparing a student data base that will maintain digital records of students from the first to the third year. ? In addition, the On Fees team began sending regular SMSes to the students and their parents to keep them updated about students' attendance.</p>
Examination	<p>? Students can access exam related information on the college website. ? Staff members have access to a WhatsApp group dedicated exclusively for examination related information such as</p>

examination timetables, and deadlines for submission of question papers 40 and mark sheets. ? Since the college is a microcentre, online assessment of TYBA/TYB.Com papers is carried out in computer laboratories on campus.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr. Shirly Abraham	Revised TYBA syllabi	Department of Sociology in Collaboration with Board of Studies in sociology UOM	500
2018	Dr. Vatika Sibal	Workshop for the revised TYBA Syllabi	Department of Sociology in Collaboration with Board of Studies in sociology UOM K C College	500
2018	Dr. Amelia Correa	Revised PBAS Form and API Calculation based on the 3rd and 4th amendment of UGC	Tolani College of Commerce	500
2018	Ms. Jyoti Bhatia	Revised syllabus of TYBCOM	University of Mumbai and Prahladrai Dalmia Lions College	500
2018	Ms. Rachel George	Revised Syllabus of TYBCOM (Commerce papers),	Ramanand Arya DAV College	300
2018	Dr. Graciella Tavares	Revised PBAS Form and API Calculation based on the 3rd and 4th amendment of UGC	Tolani College of Commerce	500
2018	Dr. Graciella Tavares	Workshop on Revised Syllabus for TYBCOM in the	M.M.K College of Commerce and Economics	300

		Subject of Business Economics		
2018	Dr. Kashmiri Mody	Workshop on PBAS, API, Online Process of CAS (as per New Amendments in the UGC Act) Affiliation Continuation of Course	IQAC of Mithibai College	400
2018	Ms. Jyoti Bhatia	Workshop on PBAS, API, Online Process of CAS (as per New Amendments in the UGC Act) Affiliation Continuation of Course	IQAC of Mithibai College	400
2018	Ms. Samira Nadkarni	International Seminar on Literature and Marginalization	Department of English, University of Mumbai	1000
2018	Ms. Rachel George	One day Syllabus Revision of workshop on Indirect Taxation for TYBCOM and Department of commerce (B.Com)	IQAC and Department of commerce (B.Com) at SIES College (Nerul)	300
2018	Dr. Graciella Tavares	National Conference on Students Satisfaction Survey as a Quality Practice	IIQAC, V.G. Vaze College	1000
2018	Dr. Amelia Correa	Workshop on TYBA Semester VI Syllabus	Board of Studies of Economics for UOM	500
2018	Dr. Kashmiri Mody	Workshop on TYBA Semester VI Syllabus	Board of Studies of Economics for UOM	500
2018	Dr. Graciella Tavares	TYBA Economics workshop on the Syllabus for Semester VI.	Board of Studies of Economics for UOM	500

2018	Dr. Sujata Rajpurkar	Workshop on Innovative Information Literacy : Active Learning and Engaging Pedagogies	I.I.T. MUMBAI	1000
2018	Dr. Kashmir Mody	Central Bank Crypto Currencies	Lala Lajpat Rai College of Commerce and Economics	2000
2018	Mr. Ritesh Sheth	National Conference on Women Empowerment and Paper Presentation on Women Right Awareness	B.L Amlani College of Commerce and Economics	1000
2018	Ms. Shirley Pillai	Workshop on TYBBI Revised Syllabus.	Lala Lajpat Rai College of Commerce and Economics	500
2018	Ms. Patricia Lemos	Workshop on TYBBI Revised Syllabus.	Lala Lajpat Rai College of Commerce and Economics	500
2018	Ms. Shirley Pillai	Management Development Programme on How to Do Data Analysis.	Institute of Technology and Management	1500
2018	Ms. Patricia Lemos	Management Development Programme on How to Do Data Analysis. Development Programme on How to Do Data Analysis.	Institute of Technology and Management	1500
2018	Ms. Melanie Dsouza	Workshop on TYBMS Revised Syllabus.	M.M.K College of Commerce and Economics	300
2018	Ms. Melanie Dsouza	One day National Conference on Student Satisfaction Survey	V.G Vaze College of Arts, Science Commerce	1000
2018	Ms. Rachel Shinde	Workshop on TYBSCIT Revised Syllabus.	S.K Somaiya College of Arts, Science Commerce	600

2018	Mr. Neeraj Shukla	Workshop on TYBSCIT Revised Syllabus.	S.K Somaiya College of Arts, Science Commerce	600
2018	Mr. Neeraj Shukla	Workshop on Enterprise Java	Sasmira Institute of Commerce Science	600
2018	Ms. Rachel Shinde	Revised Syllabus for TYBSCIT Linux Administration course.	Mahatma Education Society's Pillai College of Arts, Science Commerce	600
2018	Ms. Rachel Shinde	Revised Syllabus for TYBSCIT	Shankar Narayan College of Arts, Science Commerce	600
2018	Mrs ANS Sarvani	Workshop on Moodle Learning Management System.	National Mission of Education Empowerment of Students and Teachers	100
2018	Dr. Graciella Tavares	Revised Syllabus in the subject of TYBA, Economics	Rizvi College	500
2018	Dr. Amelia Correa	Revised Syllabus in the subject of TYBA, Economics	Rizvi College	500
2018	Dr. Kashmiria Mody	Revised Syllabus in the subject of TYBA, Economics	Rizvi College	500
2018	Dr. Charmaine Braganza	Revised Syllabus for TYBCOM in the subject of Commerce	Mithibai College	300
2018	Dr. Desiree Gonsalves	Revised Syllabus for TYBCOM in the subject of Commerce	Mithibai College	300
2018	Mr. Kevin Miranda	Revised Syllabus for TYBCOM in the subject of Accountancy Tax	Mithibai College	300
2018	Ms. Sharmilla	Revsed PBAS	Tolani College	500

	Dhote	Form and API Calculation based on the 3rd and 4th amendment of UGC	of Commerce
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Intellectual Property Rights	Nil	09/01/2019	09/01/2019	36	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
A Refresher course on Library and Information Science	1	23/08/2018	12/09/2018	21
A Refresher course on Calculus	1	12/11/2018	30/03/2019	139
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
? Teaching and Non teaching staff: The college runs a Credit Cooperative Society that allows both teaching and nonteaching staff the opportunity to acquire a good return on their	? Non teaching: Rs. 150 is paid to the peons in college towards cell phone bill expenses in each quarter. ? NonTeaching Staff are encouraged to do their MSCIT course and the	? Financially needy students from the Commerce faculty are loaned textbooks for each semester under the Book Bank Service in the library. ? Financially needy students are

investments and to also avail of loans at low interest rates according to their needs.

money was reimbursed. ng them early leaving time concession in order to complete their course without hindrance. The nonteaching staff are also given a time concession of half to an hour for leaving early or coming in late in times of emergency so as not to lose out on Casual Leave. On occasions when the college requires the staff to stay in late the non teaching staff is accommodating.

allowed to pay their fees on an instalment basis if unable to make a one time payment. ? Counselling services are offered to students freeofcost. Two counsellors visited the campus twice a week each, and offered their services to students last year. ? Placement facilities are offered to the students through the Placement Cell - the Cell offers training sessions on resume writing and interview skills to prepare students for successful recruitment. An official website solely for placements was initiated to enable students to learn about vacancies that matched their qualifications and needs. Internship opportunities were also provided. Students were familiarised with more modern methods of recruitment such as video resumes, answering OATs (Online Aptitude Test) and Skype interviews. 96 students were placed this year. ? Students are provided free access to the internet on all the computers made available for them in the college library.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

An external audit was conducted on 16th October 2018 by C.A Ashok. R. Melmane, who observed that the trust had maintained proper books of accounts.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Jack B. Alves, Principal (Dr) Marie Fernandes, Grenville Solomon, Maewest Dias Endowmwnt Scholarship and Others	850016	Scholarship

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6.4.3 – Total corpus fund generated

7700000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Management	Yes	Management
Administrative	No	Management	Yes	Management

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

? The institution does not have a Parent - Teacher Association.

6.5.3 – Development programmes for support staff (at least three)

? No development programmes for support staff were conducted in 2018/19.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

? Increased digitisation in matters related to staff and student related data, library resources, and in 45 areas of administration such as admission procedures and governance. ? Enhanced infrastructure to enable greater use of ICT facilities in the teaching learning process. ? A concerted effort to ensure that all faculty members acquire a doctoral degree. ? Introduction of short term courses to enhance student employability.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Organised an Annual Conferences "Ethics and Economics"	06/10/2018	15/03/2019	15/03/2019	96
2019	Organised an International Symposium, "A New Utopia: Promoting Dialogue for a Humane Sustainable Society"	06/10/2018	22/01/2019	22/01/2019	424
2019	A field trip was	06/10/2018	03/01/2019	03/01/2019	14

	organised for staff members to the Nature Park				
2018	Introduction of online Attendance	06/10/2018	18/12/2018	02/05/2019	2620
2018	Introduction of short term course on 'Goods and Services Tax for empowerment and skill development of women.'	03/03/2018	01/07/2018	10/07/2018	62
2018	Introduction of certificate course on 'Income from Salaries - Computation and Efiling of Returns'	03/03/2018	19/07/2018	10/08/2018	37
2018	Introduction of Citizen Leadership course	03/03/2018	19/09/2018	06/02/2019	22
2018	Staff Advancement Seminar, "Brain Repr ogramming"	03/03/2018	19/06/2018	19/06/2018	30
2018	Organised an Annual Conferences, "The Theory and Practice of Contemporary Theatre"	03/03/2018	22/06/2018	22/06/2018	57

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

Screening of Documentaries to raise awareness of Gender Issues 5. Parched	26/09/2018	27/09/2018	36	15
Workshop on Self Defence Training for Women	31/08/2018	31/08/2018	48	5
GST Training for Women for Empowerment	01/07/2018	10/07/2018	62	0
Guest lecture by Save the Pearl Foundation on Saving the girl child	10/10/2018	10/10/2018	46	10
Workshop on Sexual Harassment and Legal Implication	21/08/2018	21/08/2018	34	4
Workshop on Sexual Harassment and Legal Implication	03/09/2018	03/09/2018	25	13
Workshop on Sexual Harassment and Legal Implication	03/10/2018	03/10/2018	30	8
Screening of Documentaries to raise awareness of Gender Issues 1. Water	13/07/2018	13/07/2018	38	13
Screening of Documentaries to raise awareness of Gender Issues 2. Bol	09/08/2018	09/08/2018	42	9
Screening of Documentaries to raise awareness of Gender Issues 3. Bhawaner	20/09/2018	21/09/2018	40	11
Screening of	10/09/2018	10/09/2018	39	12

Documentaries to raise awareness of Gender Issues 4. Kya Aap ko pata hai				
Screening of Documentaries to raise awareness of Gender Issues 6. 6. Cyber crime-women and digital spaces	17/01/2019	18/01/2019	39	12

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Solar PV Panels of 100KW capacity which is expected to offset 60 of Annual energy consumption is in process Renewable energy generated and used Expected to be approx. 1,60,000 Kwh - 1,80,000 kwh Energy supplied to the grid NDMC, EESL Documents awaited.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	Yes	4
Ramp/Rails	Yes	4
Braille Software/facilities	No	0
Rest Rooms	Yes	4
Scribes for examination	Yes	4
Special skill development for differently abled students	No	0
Any other similar facility	Yes	92

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	19/09/2018	8	Leadership programme	To build up leadership potentials among students and	22

						community	
2018	1	1	28/08/2018	1	Visit to Dosti House	Fostering international relations with US consulate	52
2019	1	1	16/01/2019	1	Visit to Pune Tribal and Kelkar Museums	Fostering local knowledge of History and Community.	43
2019	1	1	16/02/2019	2	Visit to Godrej Culture Lab	Gender studies for 'So Many Feminisms!'	13
2019	1	1	24/06/2019	1	Visit to watch 'Kaala' and discussion with Dalit film maker	Student awareness of Dharavi and Dalit Issues	8
2019	1	1	08/02/2019	1	Visit to the TISS Tribal Collective	Discussion of Tribal Issues	2
2019	1	1	11/03/2019	1	Workshop conducted by Xaviers Resource centre for the Visually Challenged (XRCVC) Antarchakshu	Training students for sensitisation and practical skills to help blind or visually challenged students	32
2019	1	1	12/03/2019	1	Workshop conducted by Xaviers Resource centre for the Visually Challenged (XRCVC)	Training students for sensitisation and practical skills to help blind or visually	29

					Antarchak shu	challenge d students	
2019	1	1	14/03/2019	1	Workshop conducted by Xaviers Resource centre for the Visually Challenged (XRCVC) Antarchak shu	Training students for sensitisation and practical skills to help blind or visually challenged students	32

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Student Prospectus	05/06/2018	Establishes codes of conduct for students and gives them information about reparative measures such as the AntiRagging Cell, the CWDC, the ICC, the AntiCaste Cell, etc.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Introductory lecture on leadership by Mr. Hansel D'souza	19/09/2018	19/09/2018	22
Talk on Citizen Awareness and BMC by Mr. Hansel DSouza	22/09/2018	22/09/2018	22
Session on Reporting the other India (Comfest) by Mr. P. Sainath	22/09/2018	22/09/2018	22
Talk on Consumer rights by Mr. Walter Vierra	03/10/2018	03/10/2018	22
Talk on Policing and Government by Mr. Dolphy DSouza	06/10/2018	06/10/2018	22
Talk on India of their Nightmare by Mr. Tushar Gandhi	22/01/2019	22/01/2019	22
Talk on Active participation and role of citizens by Mr. Asif Zakaria	02/02/2019	02/02/2019	22

Talk on Role of NGOs in villages at Navjeet Community Health Center	06/02/2019	06/02/2019	22
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Robert Sequeira, a member of the college's maintenance staff, processes degradable waste produced on campus by shredding it and transferring this into bins for composting. This compost is used to fertilise the campus green areas. Any runoff liquid is gathered and used to water plants. 2. In 2018, the college canteen went plastic free and no longer offers plastic spoons or plates, only paper plates and spoons. 3. On 21 February 2018, the students of the Nature Club were taken to Maharashtra Nature Park to discuss the value of reclaimed land, sustainability, and locally grown spices for local means of production. 4. The office made the transition to OnFees, an online system of record keeping, which meant that the college went paperless.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Incorporating the concept of service learning, St. Andrews College offers a compulsory Social Outreach programme to all its second year degree college and self financing courses students. The college has a tie up with Deepika Singh for the Degree College Students. The students are subdivided into smaller groups and are placed at various NGOs. Some of the students contribute their services to their local parishes and extend their help for the social service activities conducted by the Parish. It has been observed that students build lasting relationships and bonds with the children they mentor. Some have been encouraged by this to join NGOs and contribute some time every day to the welfare of the downtrodden. The students have to commit to a minimum of 20 hours of social work. 2. St. Andrew's College has the honour of being appointed as the Chair for International Dialogue by UNESCO. We also have the Chair for Inter Religious and Inter Cultural Dialogue constituted by the Cardinal Paul Poupard Foundation. In keeping with the vision of our esteemed associates, the college has introduced a 2 year Diploma in Inter Religious with recognition from Mumbai University.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://standrewscollege.ac.in/social-outreach-programme/>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

St. Andrew's College conducts a social outreach programme (SOP) which completed its 13th year in 2018/19. The programme is intended to awaken students to the different needs of the poor and the marginalised, to respect what they themselves have, and share their surplus resources with the poor. This is done to inculcate concern and sensitivity in the students for the marginalized and educate them about their social responsibility as citizens. The students of second year Bachelor of Arts and Commerce as well as second year Self Financing Courses are required to complete a minimum of 20 hours of social service. The list of NGOs that the students in the Social Outreach Programme volunteer with cover a vast portion of Mumbai. For example, in 2018 2019, the NGOs were St. Catherine's Home (Bandra), Navjeet Community Centre (Bandra), Karuna Hospital (Borivali), Snehasadan (Vasai), Muskaan Foundation (Andheri E), Spastic Society of India (Bandra), Jeevan Asha Old Age Home (Andheri), Ashray Care Centre

(Gorai), Roshini Graha Community Centre (Kandivali), St. Theresa's Welfare Trust (Kandivali), Vatsalya Trust (Sanpada), Umang Foundation Trust (Santacruz East), Snehalaya (Mira Road), Prayatna (Malad), and Cardinal Gracia's Hospital (Vasai). Aside from the roughly 24 centres offered by the Social Outreach Programme, students who identified their own centres—such as Aarna Foundation, Thane, Aashish Foundation, Prabhadevi, Akansha Foundation, Asha Kiran, Assissi Bhavan, Goregan, Bless Foundation, Mira Road, Cannossa Convent, Andheri (E), Janvi Charitable Trust, Ghatkopar Justice H K Chenani Elders Home, Logic Centre And Community Welfare Association, Shelter Don Bosco, Wadala, Sri Ravi Shankar Vidya Mandir, Dharavi, St. Vincent Palotti, Andheri (E), Umed, Vasai, Visa Anmol, Mira Road, YMCA. Andheri Missionaries of Charity, Vileparle were allowed to secure approval from the college committee and the School's board before completing their 20 hours of service there. Students may volunteer for a variety of activities dependent upon the NGO in question. This can include teaching the underprivileged, kitchen work, laundry, handicraft, educating teenagers on information and communication technology, organising workshops, events and recreational activities, cooking for the poor, and laughter sessions for patients. Students who are part of the Social Outreach Programme have reported that the experience was fulfilling and that they often found that their entire perspective on life seemed to shift after being exposed to these people and spaces. Several students have mentioned forging bonds of friendship, and have even returned to volunteer with these NGOs during their vacations. At the end of the academic year, students are required to submit a report of their experience along with certification from the NGO in question that confirms their having completed 20 hours of service. These reports, wherein students candidly share their experience.

Provide the weblink of the institution

<https://standrewscollege.ac.in/social-outreach-programme/>

8.Future Plans of Actions for Next Academic Year

To ensure that activities are outcome based. More Skill development and software courses to be introduced department wise. To improve the performance of slow learners by introducing the "Buddy Project". To explore new avenues for advanced learners. To enhance extension activities linked to woman's empowerment. To pursue quality research. To increase placement activities. To introduce coaching for professional courses. To enhance the number of MOUs and linkages. To adopt more environmental friendly practices.