



YEARLY STATUS REPORT - 2020-2021

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.) M. B. Fernandes
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	0222640165702226428684
• Mobile no	9892771657
• Registered e-mail	principal@standrewscollege.ac.in
• Alternate e-mail	dr.marie.fernandes@gmail.com
• Address	St. Dominic Road, Bandra (West)
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400050
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	University of Mumbai				
• Name of the IQAC Coordinator	Ms. Shubda Malhotra				
• Phone No.	02226401657				
• Alternate phone No.	02226428684				
• Mobile	9619571392				
• IQAC e-mail address	iqac@standrewscollege.ac.in				
• Alternate Email address	s.malhotra@standrewscollege.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://standrewscollege.ac.in/wp-content/uploads/2021/05/AQAR-Report-2019-2020.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://standrewscollege.ac.in/wp-content/uploads/2021/07/Calendar-of-Events-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	78.75	2004	03/05/2004	02/05/2009
Cycle 2	A	3.14	2010	04/09/2010	03/09/2015
Cycle 3	A	3.07	2016	16/09/2016	15/09/2021
6.Date of Establishment of IQAC			17/08/2004		
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	
NA	NA	NA	NA	NA	
8.Whether composition of IQAC as per latest			Yes		

NAAC guidelines	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	4
<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)	
<p>The UNESCO and Cardinal Paul Poupard Foundation Chair for Inter-Religious and Inter-Cultural Dialogue organised an International Symposium titled "Evolving Communities for Greater Solidarity" to shed light on promoting peace, harmony and tolerance. The Symposium provided a deep understanding of the sustainable approaches, which requires a bedrock of Humanism to foster in our youth. • Department of English organized an online international conference on 'The Possible and Impossible Worlds of Science Fiction' • Socio-History annual student seminar was organized on the topic 'Transition of Bombay to Mumbai'. • Department of Psychology started (as suggested by the NAAC peer team) a bridge course to equip Third Year double major students to transition smoothly towards M.A. • Number of functional MOUs with institutions, other Universities, and industries increased to 10 during the year 2020-21</p>	
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
Nil	Nil

13. Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>College Development Committee</td> <td>22/05/2021</td> </tr> </tbody> </table>		Name	Date of meeting(s)	College Development Committee	22/05/2021
Name	Date of meeting(s)				
College Development Committee	22/05/2021				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2020-2021</td> <td>12/01/2022</td> </tr> </tbody> </table>		Year	Date of Submission	2020-2021	12/01/2022
Year	Date of Submission				
2020-2021	12/01/2022				
Extended Profile					
1. Programme					
1.1 Number of courses offered by the institution across all programs during the year	320				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td style="text-align: center;">View File</td> </tr> </tbody> </table>		File Description	Documents	Data Template	View File
File Description	Documents				
Data Template	View File				
2. Student					
2.1 Number of students during the year	2844				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Institutional Data in Prescribed Format</td> <td style="text-align: center;">View File</td> </tr> </tbody> </table>		File Description	Documents	Institutional Data in Prescribed Format	View File
File Description	Documents				
Institutional Data in Prescribed Format	View File				
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	513				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td style="text-align: center;">View File</td> </tr> </tbody> </table>		File Description	Documents	Data Template	View File
File Description	Documents				
Data Template	View File				

2.3	948
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	41
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	23
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	43
Total number of Classrooms and Seminar halls	
4.2	114
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	274
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
The college lays great emphasis on the practical learning pedagogy	

apart from the traditional teaching-learning methods through the use of the white board and lectures. An academic calendar is prepared in advance and published in the college prospectus. Faculty members submit a teaching plan to the Principal at the beginning of each semester which is reviewed by the Principal to ensure that the plans are being implemented. Each department invites industry experts to deliver guest lectures in their respective fields of work. The college organised two international seminars and one national seminar. They are guided to research on topics and issues of pressing interest and present papers or make presentations with recommendations to solutions that promote critical thinking. Insights beyond the syllabus are gleaned through the conduct of projects, internships and field trips. The college arranges an array of co-curricular activities. All classrooms are ICT-equipped and Wi-Fi-enabled. The college also has a multimedia library and subscribes to numerous journals. Subscription and access to e-journals, INFLIBNET, exists. The progress of the students is maintained through regular tests, presentations, and semester-end exams. Remedial classes, bridge lectures, and tutorials are conducted for students who could use assistance. Certificate courses are also conducted.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://standrewscollege.ac.in/wp-content/uploads/2022/02/Minutes-of-the-Meeting.pdf

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

Faculties from respective departments prepare a timetable for the delivery of their course material through the year. The Heads of the Departments, autonomously for their departments, and then in dialogue with the Principal plan academic, co-curricular and extracurricular activities at the beginning of the year which are documented in the academic calendar. Details of other scheduled events of each department are also published in the Academic Calendar. Student feedback about the timely and satisfactory completion of syllabi is sought. The college is affiliated to the University of Mumbai and has to adhere to the dates of examinations set by the University. Due to Covid, the timetable was uploaded on the website and exams were conducted online. The Principal oversees the process of implementation of all aspects of the delivery of

programmes in keeping with the academic terms.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://standrewscollege.ac.in/wp-content/uploads/2022/02/Calendar-of-Events-2020-21.pdf

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

A. All 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	View File

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

9

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)**

10

File Description	Documents
Any additional information	No File Uploaded
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

265

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

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

Our College focuses on holistic growth of the students. Moral responsibility along with social responsibility is embedded in the curriculum.

National Service Scheme (NSS) is an Indian Government-sponsored public service program. The students assist different NGOs in working for the various aspects of activities that they are involved in.

Faith On Campus (FOC) attempts to lay the foundations of ethical and secular values.

College Women Development Cell (CWDC): The main objective is to sensitise students to the issues related to gender with specific

reference to sexual harassment.

Department of Lifelong Learning and Extension (DLLE) focuses on developing a sense of membership of society as well enhancing student employability potential through entrepreneurship and leadership skills.

Life Skills is planned for the first year students as part of perspective planning to educate them in techniques to maximize their welfare and the welfare of the community.

Social Outreach Programme is planned for the second year students (for minimum 20 hours) so that they may understand the concerns of the vulnerable groups in society and reach out to them.

Value Education Programme is planned for the third year students which include sessions on various topics such as building self-image, stress management, etc.

File Description	Documents
Any additional information	View File
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

320

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

2844

File Description	Documents
Any additional information	View File
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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://standrewscollege.ac.in/wp-content/uploads/2022/02/1.4-Curriculum-feedback-final.pdf
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	View File

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://standrewscollege.ac.in/wp-content/uploads/2022/02/1.4-Curriculum-feedback-final.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
950	
File Description	Documents
Any additional information	View File
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	
418	
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	
St. Andrew's College focuses on its motto of holistic development of our students. Student Service Team and Student Council help students	

identify their potential needs and promote better interaction with faculty and learning. The College provides online counselling to cater to the academic and non-academic related issues faced by the students.

Measures in place for advanced learners: -

- Students are encouraged to take up Internship at various Corporates, through the Placement cell.
- Guidance and assistance are offered to students for pursuing research projects at UG/PG level and for participation in various research competitions like In-house Student Seminar, Avishkar Research Convention by University of Mumbai.
- The Indian Civil Service Committee/Coaching for competitive exams in the college regularly mentors and trains students for competitive examination.
- Bridge courses are conducted to help students prepare to train them for specialized courses.
- Learning through MOOC programmes such as SWAYAM, COURSERA is encouraged.
- Students are encouraged to enroll in the various Skill development and Certificate courses offered by the college.

Measures in place for slow learners: -

- Mentoring is offered in all departments, with each staff being assigned students.
- Peer based learning is available for slow learners.
- E-content and lecture recording is available to slow learners.

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
2844	41

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 following measures are operationalized to support, engage and enhance the learning experience of the students.

Experiential Learning

- Research is encouraged through Student Seminars, Publications and Presentations.
- Internship programmes are facilitated by the Placement cell.
- Periodical fieldwork/Rural connect programmes/Industrial visits.
- Sessions are conducted to prepare students for GRE/IELTS examinations.
- Student involvement in administrative affairs is encouraged through Student Council, SMUN and SST.
- Value education and Social Outreach programmes seeks to train students to make morally and socially responsible choices through the various knowledge empowerment programs.

Participative Learning

- Entrepreneurship Cell, Short-term Certification courses and Skill Development programmes make students industry ready.
- The college festival MOSAIC provides opportunity for students to participate as well as trains for commercial operational planning and execution.
- Digital library, Moodle Server, N-List membership, American Library helps students to enhance their learning. Additional resources available are Journals, Magazines, Audio/Video facility, and ICT enabled access to library resources.
- UNESCO Chair for Inter-Religious and Inter-Cultural Dialogue enhances learning through programs, magazines published, research publications and International symposiums.

Problem Solving Learning

- The Women Development Cell is involved in educating students on women empowerment and safety through workshops, lectures and documentaries.

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

- The college is equipped with advanced ICT tools and resources. The total number of teachers on roll are 41 and record a 100% ICT adoption rate.
- The college offers an in-house learning management system (LMS) EDFLY for ongoing online lectures encouraging faculty to use the various tools of the LMS platform to effectively engage and develop interest towards learning amongst students during the pandemic.
- ICT tools and resources that are provided to the faculty are portable projectors, hardware, Interactive projectors, Smartboards, Desktop laptops, LCD projectors, LED TV's, AV recording equipment and software, Google Classroom, YouTube for Live classroom learning during webinars and application software such as Tally, Microsoft tools, Adobe and Visual Studio.
- Departments conduct webinars, guest lectures and workshops to enhance/effect the ICT teaching -learning delivery process.
- College organised training sessions for the faculty to replace traditional teaching methods with tech-enabled teaching and learning tools. Faculty are using ICT in daily online classes to make learning of subjects more Interactive, Impressive and effective. This also prepares students for the current digital revolutionary era.
- Teachers are adaptive and positive towards embracing tech-based teaching and learning process. Dynamic and proactive teaching-learning is enabled/created using ICT.

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

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

31

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
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**

41

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	View File

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**

16

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**

552

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college follows the University of Mumbai Choice Based Credit Scheme (Revised 2016). Under this scheme, the aided programmes of Arts and Commerce have internal assessment only for Foundation Course through Semesters I to IV. In each Semester (I to IV) there is an internal assessment of 25 marks. Elective Courses in T.Y.B.A. and /T.Y.B.Com. programmes have internal assessment of 20/25 marks respectively.

B.M.S., B.A.M.M.C., B.Sc.(I.T.), B.Com.(A&F), B.Sc.(H.S.), and B.Com.(B&I) have internal assessment worth 25 marks. As specified by their Boards of studies; except for B.A.M.M.C. all the programmes conduct a test for 20 marks, and 05 marks are allotted for attendance and class participation. In the B.A.M.M.C. programme a project / presentation / assignment of 25 marks.

In M.Com. Part I, internal assessment is for 40 marks for all courses. In M.Com. Part II, students have three elective courses which also follow this pattern. The fourth paper -Project Work- is considered as a special course involving application of knowledge from the Elective Courses.

Owing to the pandemic situation during the academic year 2020-21, as per instructions from the University of Mumbai, tests were conducted on-line / project presentations were done on the zoom platform and soft copies of the projects/assignments were submitted.

File Description	Documents
Any additional information	View File
Link for additional information	https://standrewscollege.ac.in/syllabus/

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

During the academic year 2020-21, since examinations were conducted in MCQ format on-line, no re-evaluation facility was provided. This was in accordance with instructions from University of Mumbai.

However, we did provide students with an avenue (a dedicated Google form on the college website) to communicate with the college if they faced any technical or internet related issues. The issues raised were taken up by the examination committee and students were given an opportunity for a re-examination. Those who could not access the Google form emailed the college office and even those communications were given due consideration.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://standrewscollege.ac.in/examdates-degree/

2.6 - Student Performance and Learning Outcomes

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

- Course Outcomes are specific and measurable statements that define the knowledge, skills and attitudes that students will demonstrate by the completion of a course. St. Andrew's College is affiliated to the University of Mumbai.
- The Board of Studies appointed by the University of Mumbai for each course is instrumental in designing the curriculum along with their POs, PSOs and Cos through Syllabus Revision Workshops.
- It also formulates the blueprint of the method of assessment for Theory (formalizes paper pattern) and Internals (Examinations/Assignments/Project work/Laboratory/Presentations/Vivas) stated in each Course syllabus.

- This is communicated to the teachers via the University of Mumbai Syllabus Circulars. Heads of Departments/Course Coordinators, along with their faculty members brief the students of POs and COs and internal evaluation tools, during the introductory lectures.
- The Programme and Course Outcomes for some/all Programmes offered by the institution are stated separately on the university/college website.
- The recent pandemic necessitated an inhouse LMS digital platform that required faculty members to share Course Objectives, Outcomes, Structure, Syllabus and Content on the digital platform.
- Curriculum related information is also shared through Google Classrooms and YouTube Video learning.
- The College nurtures students to be globally destined absorbing the best of academic and non-academic experiences.

File Description	Documents
Upload any additional information	View File
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.

- Evaluation processes for different subjects are in accordance with the University of Mumbai regulations.
- The number of students offered placements is an indication of the successful outcomes of the PO and PSO's.
- Quantitative methodology of assessments for the CO's are conducted bi-annually through Internal and External examinations.
- Entrepreneurship cell promotes/aids a culture to incubate or innovate ideas and shape business start-ups.
- Students are motivated to join Alma mater as teaching and non-teaching faculty.
- Alumni committee monitors the post college endeavours of Alumni through various engagements in person and electronically.
- PSO's are attained by exposure to research and writing skills/workshops has helped students express themselves in the media and College publications.
- Continuous feedback is also used as a measure to

evaluate/Measure Program Outcomes. Exit Poll for POs and Cos was conducted for the final year students (2020-21).

- The curricular and co-curricular activities make the students aware of the course outcome
- The teaching methodologies and assessment strategies focus on competency-based education and the programme outcome
- Continuous assessment through sessional evaluation, assignments and seminars provides an opportunity to critically evaluate the learning outcome.
 - Student Progression
 - Feedback from Parents and Students
 - Tutorials and Mentoring
 - Evaluation of the semester results

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

932

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	View File
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://standrewscollege.ac.in/wp-content/uploads/2022/01/wp-1641975896185.xlsx>

RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
0	
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)	No File Uploaded
3.1.2 - Number of teachers recognized as research guides (latest completed academic year)	
3.1.2.1 - Number of teachers recognized as research guides	
3	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
0	

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
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

- Incubation cell organised a series of webinars on following topics 'How to start a business', 'Pitch up Round- Business Ideas' and 'How to suit up before a Venture Capitalist'; E-cell organised a series of webinars on topics like 'Decode Design', 'Entrepreneurship - Idea to Execution, Careers in fashion'.
- A bridge course in psychology was conducted for double major students, to impart knowledge and understanding of research designs and methods of data collection in Psychological research and to acquaint the students with ethics in psychological research.
- Department of English organised an online international conference on 'The Possible and Impossible Worlds of Science Fiction'
- Socio-History annual student seminar was organised on the topic 'Transition of Bombay to Mumbai'.

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

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

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

3

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
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

5

File Description	Documents
URL to the research page on HEI website	https://standrewscollege.ac.in/research-advisory-committee/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

3

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

3

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The extension activities undertaken by college relating to sensitizing students on social issues can be listed under two categories: University of Mumbai initiative and college initiative. The university initiative extension activity undertaken by college are National Service Scheme (NSS) and Department of Lifelong Learning and Extension (DLLE). The college has initiated a compulsory extension activities named Social Outreach Programme (SOP) for students of second year.

The DLLE students of St. Andrew's College through these extension services helped in creating awareness about various anti-social activities which can hamper the growth of an individual and the society as a whole. They participated in various Street Plays and Poster making competitions. The other activities conducted were Tree Plantation Drive, Seed Ball Making, Self Defense for Girls, Food Distribution amongst Poor, Feeding Street Animals, etc.

The year 2021 being a pandemic lock down year, DLLE & N.S.S have organised many activities. Motivational talks were organised. Students provided online teaching support to B.M.C students.

The 'Social Outreach Programme' of St. Andrew's College is for the second year students to sensitize students towards the underprivileged and marginalised by reaching out to them. The mandate for every student is to complete 20 hours of community work.

File Description	Documents
Paste link for additional information	https://standrewscollege.ac.in/nss/
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**

0

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**

83

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

452

File Description	Documents
Report of the event	View File
Any additional information	View File
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

76

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

12

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
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.

Following its vision statement the institute always keeps up the environment that is suitable for students' holistic development.

Our college is committed to provide the best of the infrastructure to our learners through the committed efforts of different committees and institutional bodies like IQAC along with the cooperation of faculty members and management.

We have 41 clean and spacious classrooms equipped with audio-visual facilities in the form of fixed LCD projectors and wall mounted speakers well connected to a dedicated computer system.

We have exclusive facilities provided for the Hospitality Course like different types of kitchens, The front office lab that are well equipped and spacious.

The other facilities include an air-conditioned examination room with CCTV, exclusive CAP (Common Assessment Programme) room , exclusive rooms for The Principal , The Rector , the College Administrator , the Vice Principals of both aided and unaided sections. We have separate staffrooms for aided faculty, unaided faculty and for hospitality and BMS department faculty in the annexure building. All staffrooms are equipped with adequate number of computers and printers.

CCTV cameras in all prominent corners and an electronic display board in the lobby are further facilities.

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.

In the sports domain we have grounds for Outdoor Sports like football , volley ball , Hockey , basketball and facilities for indoor games like table tennis tables , chess boards and carom boards

We have a well equipped gymnasium available from 2000.

Our well equipped conference rooms and the state of the art St. Andrew's Auditorium are a big support for all our co-curricular and extra-curricular activities. Along with these below are the various dedicated spaces that support our extra-curricular activities.

? Sports Director's Room

? Cabin for the Inter-religious Association

? NSS Room

? Boys Common Room

? Girls Common Room

? The gymkhana housed in the Boys Common Room is equipped with the highest model fully automatic treadmill and cycle, leg curl machine, and cross-bar.

Additional facilities in the campus are water coolers, canteen, and wash rooms in adequate numbers.

File Description	Documents
Upload any additional information	View File
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.

41

File Description	Documents
Upload any additional information	View File
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)**

0.56

File Description	Documents
Upload any additional information	View File
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)

Data requirement for year: Upload a description of library with,

- Name of ILMS software : SLIM 21 Library Software
- Nature of automation (fully or partially) : Fully
- Version 3.6.0.31681
- Year of Automation : 2015-2016

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	View File
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)

5.74

File Description	Documents
Any additional information	View File
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

42703

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 college is always giving highest priority to keep up with the latest trends in information technology that are coming into the academic arena. It always strived to maintain state of the computer laboratories and other ICT facilities in the campus. Apart from the 3 computer labs, containing 150 computers all together, exclusively

curriculum practical sessions, college has computers and printers/scanners available in the staffrooms for the facility of teaching staff. The library has 19 computers, completely for the students to browse/read/work beyond their curriculum sessions.

The wi-fi facility is available in all academic and administration corners like classrooms, staffrooms, library, office, CAP room and also with computers that are being used for other facilities. From 1st July 2019 the college has upgraded the internet bandwidth from 16mbps to 50mbps.

The number of computers in the staffrooms, on first and third floors of the main building, is increased to 6 each from 2018 -19.

The staffrooms in the hospitality building has a computer for each staff member along with a common printer / scanner exclusively for the respective department work.

The CAP room has 16 desktops for university assessment work and additionally 6 laptops to accommodate in busy hours.

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

4.3.2 - Number of Computers

175

File Description	Documents
Upload any additional information	View File
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)

113.21

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
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.

To enhance the experience of teaching-learning process the college ensures that adequate resources are provided for reading and research in the college library. The existing collection is updated and enhanced every year. Additional resources are provided through online portals such as INFLIBNET and NDL. In addition, the Library Committee oversees the maintenance and enhancement of library resources.

The college has successfully faced the never before situation of the global pandemic and the subsequent lockdown by immediately adopting to the online platform for the Teaching -Learning - Evaluation process. This has been successful since August 2020 with the support of Edfly LMS system.

General infrastructure in the college, and repairs and maintenance of current equipment and facilities is taken care of by way of

Annual Maintenance Contracts .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

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

55

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

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

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

40

File Description	Documents
Upload any additional information	View File
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

A. All of the above

File Description	Documents
Link to Institutional website	https://standrewscollege.ac.in/wp-content/uploads/2021/06/wp-1624375202892.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

523

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

523

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

5.1.5 - The Institution has a transparent

A. All of the above

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

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

166

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

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

5.2.2.1 - Number of outgoing student progression to higher education

126

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	View File

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

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

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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)

Our student representatives are important members of the college Internal Quality Assurance Cell and the College Development Committee. Their suggestions and feedback allow us to plan and adapt our programs and policies thus maintaining optimum impact and dynamism. The Student Council/ Andrean Student League consists of student representatives from all classes, thus providing a critical link to the entire college student body. The Council is responsible for the coordination of students' activities. It consists of President, Secretary, Technical Secretary, Sports Secretary, NSS representative and Ladies representative. From planning and executing National Day celebrations to organizing activities for the students, the Council is an important component of student life in college. Class and Association representatives provide further student representation. Students also play a vital role in various institute-level committees like the College Women Development Cell and the Anti-Ragging Committee.

Our Class Representatives are the backbone of our department activities. Annual college magazine will show that all the co-curricular programmes we run have students at their core. This is true of our Value Education co-ordinators, Social Outreach Programme group leaders, SA MUN, Faith on Campus, NSS, PR Cell, DLLE, Placement Cell, Entrepreneurship Cell and the UNESCO & Cardinal Paul Poupard Foundation Chair.

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

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

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

53

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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 Alumni Association contributes significantly to the development of the institution through financial and non-financial means during the last five years.

The college has its alumni association called SACA. The Alumnus supports the institution & contributes to the institutional academia and student development. The alumni have been working in their capacities in the interest of the college and have played a crucial role in contributing to the college by being a role model and inspiration to the current students.

They have also provided expertise in developing the occupation of students of college by delivering guest lectures, advisors in committees, industry experts and co-operative partners in projects.

They have successfully transferred knowledge to students and improved the capacity and reputation of the college nationally and internationally.

The alumni association contributed potentially to a stronger network and gave students and opportunity to access professional development.

Voluntary alumni have been the ambassadors of the college who actively involved in student recruitment efforts that are made by faculty of the institution. They basically encourage students, especially their family & friends to consider this college as a provider of higher education.

The Alumni Association Registration Process is in the final stages of Registration.

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)

A. ? 5Lakhs

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

Our vision statement: "A commitment to guide our students to achieve excellence through holistic education."

Our mission statement: "To mold students to be morally upright, socially committed and spiritually inspired, by Christian principles, to be responsible citizens of India and the world. To enable students to realize their full potential in academic, cultural and sporting pursuits. To foster a scientific temper and encourage students to adopt a rational approach to solve problems."

To empower students to be good leaders who will spread the light of knowledge, harmony and equality in all spheres of life. To equip students with the required knowledge and skills to face the challenges of the real world.”

Our Perspective Plan: The Perspective Plan seeks to channelize the institution's efforts into six core areas - (i) Teaching/Learning (ii) Research (iii) Technology (iv) Welfare (v) Environment and (vi) Community Outreach.

Teacher participation in decision-making: The IQAC (Internal Quality Assurance Cell) and the CDC (College Development Committee) ensure that all decisions are made through a process of collective thinking and collaboration.

In 2020-21, we instituted the Staff Council and a Planning and Evaluation Committee to ensure that activities conducted are aligned with our Perspective Plan.

File Description	Documents
Paste link for additional information	https://standrewscollege.ac.in/about-us/
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 Staff Council: The Staff Council was instituted to work in conjunction with the IQAC to ensure decentralized decision-making and participative management. It comprises the Principal as the Convenor/Chairperson of the Council, the Vice-Principals of the Degree and Self-Financed courses respectively, the Registrar, the Librarian, 13 faculty members of the college.

In accordance with its role as a body intended to ensure greater clarity and efficacy in academic and non-academic matters through collective decision-making, the Staff Council focusses on issues such as departmental activities; implementation of university-framed academic courses; new systems to be put in place; recommending training and development programmes for staff and students; enabling staff recognition and appreciation initiatives; and disciplinary matters. In addition to these roles and responsibilities outlined at the introductory meeting of the Council, it also deliberated on matters such as conducting online lectures and examinations,

submission of the SSR, and suggestions for departmental activities. At its second meeting, the Council focussed on quality enhancement measures such as streamlining our mentoring programme, the introduction of 10- hour skill development courses by each department, Google forms to be filled for various activities, alumni progression, and policy documents required by the NAAC.

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

- Faculty members have integrated ICT-enabled pedagogy by way of screening educational videos, documentaries, and TED Talks as a part of their regular teaching methods. Online quizzes through platforms such as Kahoot are also being increasingly employed to engage students in interactive learning.
- The college has three Smart Boards (donated by entrepreneur and IQAC member, Mr. Joseph D'souza).
- Raspberry Pi kits are in use for the subject "Internet of Things" at the third year level in the B.Sc.IT department.
- The college library has a Language Laboratory that was upgraded last year to the latest digital version.
- Online teaching was successfully implemented in the academic year 2020-21 with the help of the LMS platform provided by Edfly. In addition to teaching online, attendance and examination were also managed effectively online. Meetings for academic and co-curricular activities and mentoring sessions for students were conducted regularly using Zoom. Further, co-curricular and extra-curricular activities such as workshops, conferences, guest lectures, faculty development programs, and other collegiate and inter-collegiate events were also conducted online.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://standrewscollege.ac.in/wp-content/uploads/2020/09/Criterria-6-Perspective-Plan-2.pdf
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.

The college is headed by the Cardinal who acts as the Chairperson of the institution. The Chairperson works in conjunction with the Board of Trustees, which includes the Managing Trustees, the Manager and other trustees who collectively oversee the overall administration of the institution and take policy decisions with regard to matters such as infrastructure, appointments, and salaries.

The College Development Committee (CDC) is the governing body that caters to the overall administration of the institution.

The Principal oversees the day-to-day functioning of the institution. The Principal liaises with various academic and government bodies to ensure the continued growth of the institution. In addition, the Principal oversees academic matters with the Vice-Principals of the degree and self-financed courses. The staff works closely with them to plan activities and execute them in the most efficient manner possible.

The Principal also heads other important bodies such as the IQAC, the Examination Committee, the Staff Council, and the Planning and Evaluation Committee.

Administrative responsibilities are fulfilled by the Principal in collaboration with the Registrar and the administrative staff who ensure that the institution functions in accordance with the rules and regulations mandated by the University of Mumbai.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://standrewscollege.ac.in/wp-content/uploads/2021/05/Andrews-College-Organisation-No-names-2.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
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

- St. Andrew's College runs the St. Andrew's College Employee's Co-operative Credit Society with the Principal as its Chairperson. The Credit Society is governed by its Secretary, the Treasurer and 11 committee members which includes six members from the general category, one member from the S.C/S.T reserve category, one member from OBC reserve category, one member from NT/VJNT/SBC reserve category and two members as women representatives. Class A members attend the Annual General Meetings and have voting rights. Class B members are allowed to open an account with the Society and are given the benefit of having a cumulative deposit with the Society. The Society has a total of 36 teaching and non-teaching staff members who are provided with an opportunity to acquire a good return on their investments and avail of loans at low interest

rates. The Society provides mid-term loans to the tune of 25 lakhs with a repayment period of 180 months.

- The expenses of the cell phone bills of some members of the administrative staff were borne by the college.

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

03

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

6.3.3 - Number of professional development /administrative training 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

03

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

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

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

08

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

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

Once every year, staff members of the degree and the self-financed courses fill up the PBAS forms in the university-prescribed format. The forms enable the faculty to record their contribution in academic matters, research projects undertaken, papers presented at local, national and international conferences, seminars and webinars, and papers published in national and international

journals, and their involvement in co-curricular and extra-curricular activities is also duly recorded. Overall, the points garnered each year enable the staff to secure their promotions under the CAS (Career Advancement Scheme). The forms duly filled are then submitted to the Principal. The Principal provides feedback for each faculty member and then forwards the forms to the IQAC which stores them for future reference, especially for the time when faculty members are due for career advancement schemes.

The forms for the administrative staff assess the performance, ability and character of the staff on the basis of parameters such as punctuality, efficiency, technical knowledge, dependability, and skills. The performance appraisal the staff provides is then assessed by the Principal who comments on the validity of the self-appraisal report. The forms are then stored for future reference and for career advancement purposes for the concerned staff members.

File Description	Documents
Paste link for additional information	https://standrewscollege.ac.in/wp-content/uploads/2022/01/wp-1641916114245.docx
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly 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 College conducts regular financial audits to engender habits of discipline and transparency in financial management. The external audit is conducted annually by an approved auditor appointed by the Management. The auditors check the receipts/payments of all college accounts, and submit audited statements of income and expenditure to the Management for consideration. The external audits for our college are conducted by Rao and Ashok Chartered Accounts.

The audit for the year 2020-21 was completed on 27 October 2021.

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)**

6.9

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
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

Resources are allocated in accordance with the needs of the staff and students of the institution. Members of the staff present their requirements to the Principal, whether for conducting curricular and co-curricular activities or for any other infrastructural need that can augment existing facilities in the institution. These requirements are then taken up by the Purchase Committee. Quotations invited from different vendors are discussed at the Purchase Committee meetings. The Purchase Committee deliberates over the invited quotations, either ratifies the proposed requirements and suggestions at the meeting itself or presents them to the management for approval. Where larger expenses are concerned, the management gives their approval wherever and to the extent that the requisite funds are available.

Faculty members who wish to attend professional development programmes are provided the cost of registration for local events and the cost of registration and second-class train fare for national events once a year. In the last academic year, a document outlining elements such as the eligibility criteria for reimbursement, the documents required to avail of the reimbursement etc. was formalized as a Policy for Financial Assistance for Staff to aid in transparency in this matter for the staff as well as the institution.

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

6.5 - Internal Quality Assurance System

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

The institution's commitment to ensuring continuous quality improvement motivated the IQAC to direct its quality enhancement measures towards conducting programs to implement a strong research culture amongst both staff and students. The Staff Advancement Committee and the Research Committee together have conducted a variety of seminars, webinars, workshops and Faculty Development Programs.

1. Staff Advancement Committee: The Staff Advancement Committee organised an online five-day Faculty Development Programme titled 'Empower and Enrich: A Faculty Development Programme for New Age Educators' which included sessions on "Transformational Workshop for 20 the century Educators", "Video Editing for Teachers", "Usage of Storytelling and Visual Communication in the Teaching World", "Chanakya Neeti on Modern Education and Change in Structure due to NEP" and "Mastering Online Teaching through Open Education Resources."
1. The Research Committee conducted
 - A webinar titled 'Publication Ethics and Research Visibility' (19 March 2021) on topics such as 'Take your Research to the Next Level - Web of Science', 'Publication Ethics and UGC CARE List' and 'Build Your Academic Presence: Importance of Research Visibility in the Online Era'.
 - The papers presented presented at the previous year's Annual Staff Seminar were published in the Andrean Research Journal which was assigned an EISSN number (E-ISSN 2582-5143)

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 IQAC proposed the introduction of skill-development courses to enhance students' employability. The suggestion was then deliberated upon at the CDC and accepted by Staff Council. In addition to the skill development courses, the IQAC, in conjunction with the CDC and the Staff Council also decided to enhance ICT-enabled pedagogy in order to improve the quality of teaching, especially in the online mode.

(i) Skill Development Courses: The following skill-development courses were conducted in 2020-2021:

Degree College Arts:

- The Department of English: "Looking at and through Language: A Soft Skills Course by the Department of English"
- The Department of Sociology: Research Methodology.
- The Department of History: "Constructing a Family Tree."
- The Department of Economics: Google Documents, Standard Deviation tests and Basics of Correlation etc.

Degree College Commerce:

- The Department of Commerce: a course on management and life skills.
- The Department of Accountancy: "GST for Beginners".
- The Department of Mathematics: "Statistical Testing using R."

Self-Financed Departments:

- The Department of BMS: sessions on Financial Wellness, Customer Relationship and Marketing.
- The BAMMC Department: Scenography.
- B.Sc IT Department: Sessions on Amazon Web services Basic Tutorial, creating a basic mobile app, Software Architecture etc.

- Department of B.Com (A and F): sessions on Personal Finances.
- The Department of B.Sc (Hospitality Studies): sessions on skills such as sushi demonstration and fruit carving.
- The BBI Department: "Critical Thinking and Problem Solving Skills."
- The M.Com Department: sessions on video editing, advanced Power Point presentations, website designing etc.

(ii) ICT: In 2020-21, the college made a smooth transition to conducting lectures online. Faculty members integrated ICT tools in their teaching by screening educational videos, documentaries, and TED Talks as a part of their regular teaching methods. Online quizzes through platforms such as Kahoot were also employed to engage students in interactive learning.

- The college has three Smart Boards.
- Raspberry Pi kits are in use for the subject "Internet of Things" at the third year level in the B.Sc.IT department.
- Students of the BAF department, TYBMS and M.Com students have access to lectures on a YouTube channel of the BAF department.
- The college library has an upgraded Language Laboratory with the improved i-Lotus Interactive English program using the Linguaphone-21 Curriculum + i Lotus SRS software.
- Online teaching was successfully implemented through the LMS platform provided by Edfly. In addition, attendance and examination were also managed effectively online.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://standrewscollege.ac.in/igac-2/#
Upload e-copies of the accreditations and certifications	View File
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

- An Anti-Ragging Committee, security measures with staff (male and female), gender-segregated common rooms and toilets for staff and students and a gender-neutral toilet for students with physical disabilities on the ground floor.

A counsellor has been available to the students. The college provides mentor-mentee services which allow staff to directly engage with students and their concerns.

National webinar "Impact and role of religious Minorities" under the webinar series "Gender equity and Covid 19", a two-day National Webinar of "Crossroad Identities- Demystifying Identity Praxis" jointly by Department of Sociology and CWDC.

- UNESCO Chair for Interreligious and Intercultural Dialogue conducted a session on the Legal Rights and Remedies against Violation of Women by Ms Kajal Solanki.
- The Equal Opportunity Cell - talk by Deepa Pawar of the Anubhuti Trust on "Introduction to Nomadic and Denotified Tribes- Literatures of Protest".
- NSS students attended the following webinars:
 - 'Breast and Cervical Cancer Webinar"-N.K. College
 - "Human Rights Day India" session by NSS unit of Hinduja college
 - P.C.G.T., a webinar on 'Human Trafficking' by 'The Movement' and NSS.

- A webinar conducted called 'Inspiring Women to be Potential Entrepreneurs' by DLLE.

File Description	Documents
Annual gender sensitization action plan	https://standrewscollege.ac.in/wp-content/uploads/2021/09/Report-of-College-Women-Development-Cell-2020-2021.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://standrewscollege.ac.in/wp-content/uploads/2021/09/CWDC-Facilities-provided-for-Women-2016-2021.pdf

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

In order to address the production of waste on campus, St. Andrew's College has undertaken several initiatives. It follows the principles of Reduce, Reuse, and Recycle. Following are the initiatives undertaken:

- Partnered with Green Star Trust to recycle 3500 kg of waste paper/material that is produced in college in order to reduce the carbon footprint and proceeds of which go to charity.
- An activity called 'Compost in a Bottle' conducted by the Department of Environmental Studies and Nature Club for students to compost at home.
- An online session called 'E-WASTE DRY WASTE MANAGEMENT by MAJHI VASUNDHRA'.

- College-level Beach Cleaning Awareness poster-making session organized by Beach Warriors
- Mega Beach Clean upheld in February 2021 over three days by NSS Beach Warriors
- An activity conducted by the DLLE called 'Plant A Plant' where each participant chooses a plant of their choice to work on planting the seed to watering and nurturing it for one month from their homes and share the results through photographs.
- Tetra packs are collected in a special bin on campus to be recycled.

Increased digitalization and aim to be more paperless with the help of Onfees.

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

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

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

D. Any 1of the above

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

7.1.6 - Quality audits on environment and energy 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

C. Any 2 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

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

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

The UNESCO Chair annually organizes events. The Interreligious Cell has two diploma courses that offer students a chance to engage with a variety of religions and cultures. The college organises SOP program, has an NSS unit and a mandatory Value Education (TY) and Life Skill Sessions(FY).

- UNESCO Chair for Interreligious and Intercultural Dialogue conducted a presentation on "Casteism" by FYBCOM students on the caste system as a remnant of the archaic order of the past.
- Guest lecture by activist Deepa Pawar (Gadiya-Lohar nomadic tribe member) organised by Equal Opportunity Cell provided an introduction to the history and contemporary needs of Nomadic and Denotified Tribes (NT-DNT).
- The Department of English conducted a talk on 'Economy and Caste' with the guest speaker 'Vishal Thakare' on the correlation between caste and economy.
- An Instagram mental health awareness campaign by the Psychology Department to celebrate International Mental Health Day

Life Skills sessions on "Stress and Time Management" by Mr Shane Gomes, Session and on "Conflict Management" by Ms Rohini D'Souza

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

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

St Andrews' college takes initiatives in organizing various events and programmes for moulding students and staff to become responsible citizens. The UNESCO Chair for Interreligious and Intercultural Dialogue annually organises events. The College's WDC conducts sensitisation events on gender equality both on and off-campus. The Student Council celebrates annual celebrations like Independence Day and the Christmas Programme. The activities include:

- Webinar 'Global Freedom Summit' attended by NSS
- CWDC organized webinars on gender equity
- SAMUN conducted 4 sessions which encouraged students to not only think of contemporary global political issues but to work towards building local and international solidarities to tackle major human rights issues across the world.
- Online celebration on social media during the pandemic with patriotic Independence Day videos and 12 days of Christmas posts
- An Instagram mental health awareness campaign by the Psychology Department to celebrate International Mental Health Day.

Training webinar sessions by the Staff Advancement Committee organised -"National Education Policy" with Mr Hargopal and "Chanakya Neeti on Modern Education and change in structure due to NEP" with Dr Radhakrishnan Pillai.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://standrewscollege.ac.in/international-symposium-activities-2020-21/
Any other relevant information	https://standrewscollege.ac.in/wp-content/uploads/2021/07/NSS-REPORT-2020-2021.pdf https://standrewscollege.ac.in/wp-content/uploads/2021/06/Report-of-College-Women-Development-Cell-2020-2021.pdf

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

B. Any 3 of the above

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

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

St. Andrew's College enthusiastically celebrates national festivals like Independence Day which was celebrated online with social media posts due to the pandemic and celebrations of some international festivals and Christmas day celebrations with '12 days of Christmas' posts on social media.

- Department of Environmental Studies with the Nature Club**

celebrated World Wetlands Day. A presentation on 'Wetlands & Water: inseparable and vital for life' In tune with Ramsar Day (day of international significance) and considering Sustainable Development Goal 14 - Life under water.

- The NSS organised an online celebration on International Youth Day and also celebrated International Abolition Slavery Day.
- The DLLE organized an Earth Day Awareness by having a discussion in April 2021 on the occasion of Earth Day.
- The DLLE conducted an activity on the occasion of World Heritage Day. Participants submitted an infographic poster displaying a rich heritage of places around the world.
- An orientation on Kargil Diwas by Civil Service Cell intended to motivate by joining forces to serve the country.

To celebrate the World Mental Health Day on October 10, the Psychology department celebrated with an online Mental Health Awareness campaign.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
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.

Aims and objectives:-

- To promote Congresses, Conferences and Publications.
- To create Chairs in Universities to help students with grants.
- To promote 'Dialogue of Cultures'.
- To contribute peace building, poverty eradication, sustainable development, and Inter-Cultural Dialogue through Education, Sciences, Culture, Communication and Information.

Context:-

The UNESCO Chair aims at global peace and harmony.

The Chair offers a Graduate Diploma course in Religion & Society,

Peace and Dialogue and conducts a PG Diploma in Inter-Religious Dialogue and Water for Sustainable Development in collaboration with the Institute of Indian Culture and Nirmala Niketan College of Social Work in Mumbai. All events and diploma courses facilitate student discussion and gain additional analytical skills to foster critical thinking.

Practice:-

The Executive Committee of the Chair, comprising the Principal, Dr. Marie Fernandes & Adv. Giuseppe Musumeci, Chair Holder, other Committee members and Prof. Sharmila Dhote, Secretary, plans and monitors the activities of the Chair.

The Executive Committee primarily focuses on:

1. Managing the internal and external affairs of the Chair.
2. Looking after the legalities of the Chair.
3. Decisions regarding the activities of the Chair
4. Networking

The International Symposium is the crowning glory of the Chair, constantly sheds light on promoting peace, harmony and tolerance. The theme for this academic year is "Evolving Communities for Greater Solidarity". The Symposium provided a deep understanding of the sustainable approaches, which requires a bedrock of Humanism to foster in our youth.

Events under the banner of 'Saatotsav' (a week of events) conducted online included a Short Story Competition on the topic - "The Role Of Culture In People Of mixed Origin", a Movie Analysis, a Poetry Competition- "Rhyme on Time", Mandala Glass Painting workshop and Presentation and Guest lecture on "Cyber Culture: The New Culture, Cultural Voyage to Four Corners of the World", Essay Writing and Quizzes.

Evidence of Success:

- First and only college in Mumbai to be conferred the UNESCO Chair and Cardinal Paul Poupard Chair for Inter-Religious and Intercultural Dialogue colleges since 2009.
- Successful enrollment of Diploma Courses.
- Grand success of 12th Online International Symposium with

representations of 3 Ministries across the three continents of the globe.

- Successful release of Volume 10, Publication of Ethics and Society: An International Journal Religions and Cultures for Peace and Harmony (PISSN: 2250-3331).
- UNESCO Chair Review

The college was awarded an extension of 4 years of the UNESCO Chair until 8th September 2023 with the Evidence letter issued in 2020-21.

Future Initiatives-

- To facilitate Research Projects among college students related to Religion, Culture and Social aspects.
- To promote the Chair's activities on a broader platform across Colleges, Religious and Cultural Institutions in Mumbai.
- To collaborate with other UNESCO Chairs in India.
- To collaborate with NGOs at the local level.

Best Practice -2) Social Outreach Program

Aim/Objective :-

The program aims to give back to the community and to have a true understanding of the Social and Economic issues of the world. Our college firmly believes in the application of classroom training and understanding of the outside community especially by reaching out to the marginalized sections of society.

Practice :-

SOP for the Academic Year 2020-21 for the Degree & Self-Financed students was conducted online through google meet & whatsapp due to the ongoing COVID 19 Pandemic.

For the Aided section, Ms. Deepika Singh designed the modules and implemented the online mode of SOP. Modules included themes like:

- Each One Teach One
- Helping Aged
- Covid 19 issues
- Climate Change issues
- Farm Laws

- Anti-Ragging.
- Simple fitness at home: during & post lockdown etc

For Self-Financed students, The CSA (Center For Social Action) implemented by Fr. Mario Mendes helped in designing the following groups:

- Self Help
- English Language Class
- Financial Empowerment Program
- Farmers Group, Domestic Workers
- Bal Sabha, Gavki
- Livelihood
- Digital Literacy etc

An MOU is entered between the third party and the college to carry out the Social service work.

Based on the Covid 19 protocol, all SOP activities were undertaken online. Following methods were used for undertaking the SOP:

- Need Assessments
- Online Sessions
- Interviews
- Case studies
- Developing/Initiating online campaign in some themes

Whatsapp groups, Google form, and task tracker were used to keep track of the activities done by the students. The students had to submit reports and documentation through email to the Professor-In-Charge.

Evidence of Success :-

For the Year 2020-21, Out of the 281 SYBCom students who enrolled for SOP, 271 students of SYBCom submitted their reports.

From the Self-Financed Course, 327 students enrolled for SOP. Along with this, a report is submitted by the students expressing their enthusiasm in completing the SOP.

Challenges Encountered and Resources Required :

Conducting the SOP in the given context of the Covid 19 was a great challenge as everything had to be online contrary to the usual practice of SOP where the students are physically present at the

center to undertake their SOP projects.

Family of the students being tested positive for Coronavirus added to the emotional stress. In spite of these challenges faced during the pandemic and the online mode, the SOP work was handled with utmost patience and understanding.

File Description	Documents
Best practices in the Institutional website	https://standrewscollege.ac.in/unesco/
Any other relevant information	https://standrewscollege.ac.in/wp-content/uploads/2021/07/Degree-Aided-College-SOP-Report-2020-21.pdf

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

SOP for the Academic Year 2020-21 for the Degree & Self-Financed students was conducted online through google meet & Whatsapp due to the ongoing COVID 19 Pandemic.

An MOU is entered between the third party and the college. The students need to complete 20 hours. An orientation program is conducted to familiarize the students with the design of SOP programme. SOP for Aided & Self Finance Course was implemented by Ms. Deepika Singh, a social activist, and the NGO-Center for Social Action respectively.

The College stands for academic excellence, skill development, and character formation based on the love of God and service of people. The objective of the program is in sync with the college mission statement which focuses on sensitizing students to the hardships faced by the poor and marginalized, to be aware of social, civic, environmental, and gender issues, and inequities in society.

Some of the activities included Teaching Online Sessions on topics such as:

- Health & Hygiene
- Mobile Addiction
- English language teaching
- Smart Village ideas with Digital literacy

- Need assessment session
- Bookkeeping and Management for SHG
- Online fitness survey
- Assisting the aged
- Group report on Anti-Ragging campaign.

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

7.3.2 - Plan of action for the next academic year

PROPOSED PLAN OF ACTION FOR THE ACADEMIC YEAR 2021-2022

- Library to have more e-books and e-journals so that students can access the available resources from home.
- Provide a list of current indexed journals in each subject to the departments.
- Initiate collaborative research projects with other departments within college.
- Work towards establishing more linkages with industry. This could be done by inviting experts from the industry to enable students to be better prepared to face challenges in their careers of choice.
- Get students to do at least one certificate course from portals like MOOC platforms or SWAYAM during their FY/SY. Get Alumni to sponsor these MOOCs for students who cannot afford them.
- Work towards streamlining placement department and collaborating with recruitment companies.
- Introduce new PG courses.
- Introduce Psychology-based research by students at Avishkar level.
- To popularize 'Cinemanía' - an Inter-collegiate film analysis research contest
- Work on skill development (certificate program on entrepreneurship, IPR, Innovation).
- Organise guest lectures on Research and Research techniques for students and staff.
- Promote the Chair's activities on a broader platform across colleges, religious and cultural institutions in Mumbai.
- Establish a Continuous Internal Assessment Committee and formulate a Policy Document for Internal Assessments.
- Improve and consolidate ICT infrastructure within the college

campus.

- Ensure that policy documents are in place for transparency and fairness with regard to all aspects of administration and governance.
- Provide wi-fi facility in the library (alternatively, make the entire campus wi-fi enabled)
- Introduce welfare measures for the teaching staff and enhance welfare measures for the non-teaching staff and students.
- Pending digitization work be completed.

NAAC