



# YEARLY STATUS REPORT - 2022-2023

## Part A

### Data of the Institution

#### 1. Name of the Institution

Sophia College Autonomous

- Name of the Head of the institution **Dr. Anagha Tendulkar Patil**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
  
- Phone No. of the Principal **02223512642**
- Alternate phone No. **02223523304**
- Mobile No. (Principal) **9322253653**
- Registered e-mail ID (Principal) **principal@sophiacollege.edu.in**
- Address **Bhulabhai Desai Road, Mumbai - 400026**
- City/Town **Mumbai**
- State/UT **Maharashtra**
- Pin Code **400026**

#### 2. Institutional status

- Autonomous Status (Provide the date of conferment of Autonomy) **18/07/2018**
- Type of Institution **Women**
  
- Location **Urban**

- Financial Status **Grants-in aid**
- Name of the IQAC Co-ordinator/Director **Dr. T.C. Roy**
- Phone No. **02223512642**
- Mobile No: **9920210333**
- IQAC e-mail ID **iqac@sophiacollege.edu.in**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

<https://sophiacollegemumbai.com/>

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

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

[https://sophiacollegemumbai.com/cal\\_2022.aspx](https://sophiacollegemumbai.com/cal_2022.aspx)

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	88.00	2003	21/03/2003	07/03/2009
Cycle 2	A++	3.61	2009	08/03/2009	07/03/2014
Cycle 3	A++	3.70	2015	01/05/2015	30/04/2022
Cycle 3	A++	3.70	2018 (Extension)	01/12/2018	31/12/2023

**6. Date of Establishment of IQAC**

**24/11/2003**

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

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Sophia College Autonomous	Enhancing Quality and Excellence In Select Autonomous Colleges	RUSA	29/12/2018	50000000
Sophia College Autonomous	Star Status	DBT	21/01/2022	12600000

### 8. Provide details regarding the composition of the IQAC:

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

### 9. No. of IQAC meetings held during the year 4

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

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

### 10. Did IQAC receive funding from any funding agency to support its activities during the year? **Yes**

- If yes, mention the amount **97288**

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

1] Faculty Development Workshop A RUSA-supported Faculty Development workshop was organized on Integrating Educational Outcomes in the curriculum on 14th June 2022 by Professor Kalpana Chavan, St. Xavier's Institute of Education.

2] Programmes for Students: • SWAYAM course orientation was held on 1st July and 2nd July 2022 for SYBSc, IT and SYBA Div. A, B and C •

A Student Enrichment Program for senior college students was organized on 22nd July 2022. The topic of the program was Strategies for Navigating Uncertain Times, and the speaker was Dr. Fr. Roy Pereira. • A session on income tax 'Responsible Citizenship: An Orientation on Income Tax' was organized in collaboration with The Income Tax Department. It was held for the FYBA students of the college on 30th August 2023. It was conducted by guest speakers Ms. Soumya Anand, the Assistant Commissioner of Income Tax and Mr. Mayank Mishra, the Deputy Commissioner of Income Tax. • The Department of Mathematics & Statistics in collaboration with IQAC organized a RUSA Supported conference on 24 November 2022 on "Legal Rights and Remedies for Women- Fundamental rights, Inclusion, IPR and Matrimonial rights". Resource Persons were Ms. Flavia Agnes, Ms. Vrinda Daga, Ms. Rutuja Shinde, Ms. Shaily Mazoomdar and Ms. Ujwala Shetty. • An Orientation on Add-on credits was conducted for the First year and PG students by in-house faculty Dr. Roshan D'Souza and Dr. Meeta Saxena of the Add-on and the tracking committee on 28th, 29th and 30th November 2022. A session was also organized for TY students on "Tracking Add on credits" on 13th January 2023.

3] IQAC Flagship Events: • The Department of Sociology and IQAC organized a National Conference on Academia and Contemporary Research: Roots and Routes, on 16th September 2022. Resource Persons were; keynote speaker, Dr. (Sr.) Anila Verghese, the Chairperson of the Society of Higher Education for Women in India as well as the director of the Sophia Polytechnic; Dr. Mala Pandurang, Principal/Professor at Dr. BMN College of Home Science; Dr. Kannan P, Scientist E from INFLIBNET and Dr. Ashwin Pundalik, Professor, Department of Geology, St. Xavier's College. • Annual IQAC Conference on Navigating the National Education Policy: Curriculum, Courses and Credits was held on 4th February 2023. Professor Ravindra Kulkarni- Head, Department of Oils, Oleochemicals and Surfactants technology, Institute of Chemical technology, Mumbai, Professor Vinayak M. Sholapurkar- Head, Department of Mathematics, SP College, Pune, and Dr Vijay Joshi- President, Cluster Colleges were the resource people. • IQAC workshop on "National Education Policy: Path ahead for Sophia College" was held on 10th February 2023. The resource person was Dr. Bhalchandra Bhole, Mentor, IQAC Cluster, India.

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5] Some of the other work/activities done by IQAC were: • The Research Policy of the Institute was updated, which is under the research tab on the website. • Under the CAS sub-committee CAS procedures for the applied candidates have been completed and the date of interview is awaited. • An MOU of collaboration was signed between IQAC Sophia College Autonomous and Red Dot Foundation for Safe, Inclusive, and Diverse Campuses (Rainbow Circles) Program. • There were 6 feedbacks that were taken from the stakeholder of the college. They were: Entry-level feedback, Exit feedback, Teacher Assessment Questionnaire, Student Satisfaction survey and Curriculum Feedback. • The college participated in the External College Ranking and Surveys like: NIRF Ranking, The Week Survey and India Today Survey. Sophia College (Autonomous) ranked 3rd the Best College in the Western Region of India, and ranked 3rd Best College in the City of Mumbai by India Today Survey 2023.

**12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:**

Plan of Action	Achievements/Outcomes
1] Faculty Development Workshop	<ul style="list-style-type: none"> <li>• A RUSA-supported Faculty Development workshop was organized on Integrating Educational Outcomes in the curriculum on 14th June 2022 by Professor Kalpana Chavan, St. Xavier's Institute of Education.</li> </ul>
2] Programmes for Students:	<ul style="list-style-type: none"> <li>• SWAYAM course orientation was held on 1st July and 2nd July 2022 for SYBSc, IT and SYBA Div. A, B and C</li> <li>• A Student Enrichment Program for senior college students was organized on 22nd July 2022. The topic of the program was Strategies for Navigating Uncertain Times, and the speaker was Dr. Fr. Roy Pereira.</li> <li>• A session on income tax 'Responsible Citizenship: An Orientation on Income Tax' was organized in collaboration with The Income Tax Department. It was held for the FYBA students of the college on 30th August 2023. It was conducted by guest</li> </ul>

speakers Ms. Soumya Anand, the Assistant Commissioner of Income Tax and Mr. Mayank Mishra, the Deputy Commissioner of Income Tax. • The Department of Mathematics & Statistics in collaboration with IQAC organized a RUSA Supported conference on 24 November 2022 on "Legal Rights and Remedies for Women- Fundamental rights, Inclusion, IPR and Matrimonial rights". Resource Persons were Ms. Flavia Agnes, Ms. Vrinda Daga, Ms. Rutuja Shinde, Ms. Shaily Mazoomdar and Ms. Ujwala Shetty. • An Orientation on Add-on credits was conducted for the First year and PG students by in-house faculty Dr. Roshan D'Souza and Dr. Meeta Saxena of the Add-on and the tracking committee on 28th, 29th and 30th November 2022. A session was also organized for TY students on "Tracking Add on credits" on 13th January 2023.

### 3] IQAC Flagship Events:

- The Department of Sociology and IQAC organized a National Conference on Academia and Contemporary Research: Roots and Routes, on 16th September 2022. Resource Persons were; keynote speaker, Dr. (Sr.) Anila Verghese, the Chairperson of the Society of Higher Education for Women in India as well as the director of the Sophia Polytechnic; Dr. Mala Pandurang, Principal/Professor at Dr. BMN College of Home Science; Dr. Kannan P, Scientist E from INFLIBNET and Dr. Ashwin Pundalik, Professor, Department of Geology, St. Xavier's

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

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing Body	06/10/2023

**14. Was the institutional data submitted to AISHE ?** Yes

- Year



## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	Sophia College Autonomous
• Name of the Head of the institution	Dr. Anagha Tendulkar Patil
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	02223512642
• Alternate phone No.	02223523304
• Mobile No. (Principal)	9322253653
• Registered e-mail ID (Principal)	principal@sophiacollege.edu.in
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<b>2.Institutional status</b>	
• Autonomous Status (Provide the date of conferment of Autonomy)	18/07/2018
• Type of Institution	Women
• Location	Urban
• Financial Status	Grants-in aid
• Name of the IQAC Co-ordinator/Director	Dr. T.C. Roy

• Phone No.	02223512642				
• Mobile No:	9920210333				
• IQAC e-mail ID	iqac@sophiacollege.edu.in				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://sophiacollegemumbai.com/">https://sophiacollegemumbai.com/</a>				
<b>4.Was the Academic Calendar prepared for that year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://sophiacollegemumbai.com/cal_2022.aspx">https://sophiacollegemumbai.com/cal_2022.aspx</a>				
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<ul style="list-style-type: none"> <li>Upload the latest notification regarding the composition of the IQAC by the HEI</li> </ul>	<a href="#">View File</a>	
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**9.No. of IQAC meetings held during the year**

4

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?</li> </ul>	<b>Yes</b>
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**10. Did IQAC receive funding from any funding agency to support its activities during the year?****Yes**

<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	<b>97288</b>
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**13. Was the AQAR placed before the statutory body?**

**Yes**

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
<b>Governing Body</b>	<b>06/10/2023</b>

**14. Was the institutional data submitted to AISHE ?**

**Yes**

- Year



Year	Date of Submission
2021-2022	19/01/2023

### 15. Multidisciplinary / interdisciplinary

The College has planned to introduce a basket of Common Courses under NEP 2020 with effect from the academic year 2023-24. These courses are drawn from both the Humanities and the Sciences. Students from both streams are free to choose any course. This has been designed specifically in keeping with the spirit of NEP so that there may be multidisciplinary and interdisciplinary learning for all students. The students have four semesters in which these courses are run and they are encouraged to choose courses from outside their sphere of knowledge.

<https://drive.google.com/drive/u/0/folders/1W0V-9pfxJvD5xghlaqTyRYC9kpsGrluu>

IQAC had also organized their annual conference on Navigating the National Education Policy: Curriculum, Courses and Credits was held on 4th February 2023. The resource persons were Professor Ravindra Kulkarni-Head, Department of Oils, Oleochemicals and Surfactants technology, Institute of Chemical technology, Mumbai, Professor Vinayak M. Sholapurkar- Head, Department of Mathematics, SP College, Pune, and Dr Vijay Joshi- President, Cluster Colleges were the resource people.

A RUSA-supported IQAC workshop on "National Education Policy: Path ahead for Sophia College" was held on 10th February 2023. The resource person was Dr. Bhalchandra Bhole, Mentor, IQAC Cluster, India. The workshop was organized as a follow-up to the IQAC Annual Conference held on 4th February 2023. All heads of departments, coordinators of courses and members of the Sophia college NEP committee attended the workshop.

IQAC Annual Report

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[https://drive.google.com/file/d/1is12QDSH8-oc\\_tIH8ocfiAk04yAdQbXY/view?usp=drive\\_link](https://drive.google.com/file/d/1is12QDSH8-oc_tIH8ocfiAk04yAdQbXY/view?usp=drive_link)

### 16. Academic bank of credits (ABC):

The college has registered with the Academic Bank of Credits and the process of registering students as well as uploading of students data has been initiated. The college staff has attended training programmes related to ABC hosted by the University of

Mumbai.

### 17.Skill development:

Under the Skill Enhancement Courses and Vocational Skill Courses as per the NEP 2020 structure, the college has introduced a basket of courses, to be implemented during the academic year 2023-24. The courses to be introduced under Skill Enhancement are Creative Writing (Short Story Writing and Blogging), Basic Financial Literacy, Hindi Bhasha Kaushal and the Craft of Social Writing. The titles of Vocational Skill Courses (VSCs) to be offered with effect from 2023-24 include Food additives & food adulteration, Introduction to cosmetology, Cultivation of microorganisms, Control of microorganisms, Introductory Laboratory Skills and Techniques in Biology, Principle and Analytical Techniques of Biomolecules, Basic Instrumentation Techniques & Research, Digital electronics & its applications, Optimization Techniques and Financial Mathematics.

Details of courses offered by the institution that focus on skill development during the year:

<https://docs.google.com/spreadsheets/d/18cxaHWr6jwzvfow3jB2MQqrH3AN5trCF/edit#gid=1270999237>

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

The college is committed to implementing the National Education Policy with effect from 2023-34. The syllabi for the courses under the Umbrella of Indian Knowledge systems to be offered with effect from the academic year 2023-24 has been framed. The courses being launched are Indian Epics, Indian Folktales, Kautilya's Arthasastra: Statecraft, Spies and Subterfuge, The Idea of Bharat : Elements of Political Thought and Structures in Ancient India, Minerals and metals in ancient India, Indian Ecology, Animal Husbandry in Ancient India and Nanotechnology in Ancient India. These courses will be conducted in the offline mode.

[https://docs.google.com/spreadsheets/d/1L9WnXPe5aKvyvZg3b944YQ6rm-nv77-L/edit?usp=drive\\_web&oid=108027670453837061052&rtpof=true](https://docs.google.com/spreadsheets/d/1L9WnXPe5aKvyvZg3b944YQ6rm-nv77-L/edit?usp=drive_web&oid=108027670453837061052&rtpof=true)

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

All departments have outlined the learning outcomes for the courses offered by them. These outcomes are aligned with the goals of college. The pedagogy and assessment strategies conform

to the proposed outcomes. The attainment of the outcomes is assessed by stakeholder surveys.

Feedback report from stakeholders

-

[https://drive.google.com/drive/folders/1RXm8dj30OZWpfTsHoow4z4ISz\\_Hklxtg?usp=drive\\_link](https://drive.google.com/drive/folders/1RXm8dj30OZWpfTsHoow4z4ISz_Hklxtg?usp=drive_link)

## 20.Distance education/online education:

The online mode was used for Add-on Courses and Massive Open Online Course (MOOC). The department of Zoology launched a Four week self paced MOOC on "Scientific Research Communication" developed under UNESCO Open Education for a Better Tomorrow.

[https://drive.google.com/file/d/1rX3zZWpMFPpIaBsnE0XVOpvwSuztM\\_jY/view?usp=drive\\_link](https://drive.google.com/file/d/1rX3zZWpMFPpIaBsnE0XVOpvwSuztM_jY/view?usp=drive_link)

## Extended Profile

### 1.Programme

1.1 23

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2.Student

2.1 2660

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2 649

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3

3998

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

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 3.Academic

3.1

404

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2

59

Number of full-time teachers during the year:

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of programmes offered during the year:	<b>23</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Total number of students during the year:	<b>2660</b>
File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>
2.2 Number of outgoing / final year students during the year:	<b>649</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	<b>3998</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of courses in all programmes during the year:	<b>404</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.2	<b>59</b>

Number of full-time teachers during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	<a href="#">View File</a>	
3.3	000	
Number of sanctioned posts for the year:		
<b>4.Institution</b>		
4.1	122	
Number of seats earmarked for reserved categories as per GOI/State Government during the year:		
4.2	41	
Total number of Classrooms and Seminar halls		
4.3	315	
Total number of computers on campus for academic purposes		
4.4	14235192.40	
Total expenditure, excluding salary, during the year (INR in Lakhs):		

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

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

Keeping to the goals of the college, the curricula focuses on holistic development of the learners to transform them into empowered individuals, sensitive to the societal needs at local level and sensitize them to sustainability at the global level. The curricula is designed to incorporate knowledge of the concerned field with relevant opportunities to generate awareness and sensitivity to the world around us.

The Arts and Humanities departments equip learners with

communication skills and knowledge of discipline specific core concepts. Awareness of the regional, national and world historical, cultural, social, philosophical and psychological contexts forms an integral aspect. The Pedagogy focuses on development of critical thinking, analytical reasoning, problem solving skills through peer discussions within and outside the classrooms through co-curricular and extracurricular activities.

While emphasizing on the core disciplines, the Science departments also focus on a multidisciplinary knowledge base to enable sustainable approaches to issues related to environment, agriculture and medicine. The emphasis is on hands-on training in use of basic laboratory equipment, opportunities to develop research skills in order to meet the requirements of industry and higher education.

Training is imparted to the learners in order to meet the requirements of the industry through various Add-on courses such as Advanced Film Appreciation and Screenwriting by the department of Mass Media, Quantitative Techniques using Python by the Information and Technology, Clinical Research by the Department of Microbiology, etc.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	<a href="https://sophiacollegemumbai.com/naac.aspx">https://sophiacollegemumbai.com/naac.aspx</a>

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

50

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development

**offered by the Institution during the year****124**

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

**1.2 - Academic Flexibility****1.2.1 - Number of new courses introduced across all programmes offered during the year****24**

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System****50**

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

**1.3 - Curriculum Enrichment****1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human**



## Values, Environment and Sustainability, and Human Values into the curriculum

The college strives to offer holistic, unbiased and value based education which is reflected in the curriculum of core courses, add-on courses, extension activities and day to day functioning of the college. Professional ethics have their roots in an unbiased environment. The faculty strives to engage learners in classroom discussions related to these issues. Together, these experiences transform learners into rational and level headed individuals who respond sensibly to matters related to ethics, gender equality, social and economic inequality.

The College is running the MA degree programme in Gender Studies. The NSS department through its outreach activities sensitizes learners to share resources with those in need. The college has adopted a village (Haloli) near Mumbai. Various outreach activities related to awareness of sanitation and hygiene, menstrual health among young women, combating issues of child marriage and problems associated with early pregnancies are conducted each year in collaboration with the village Aasha workers. Our students also teach at Zilla Parishad school during the annual camp at Haloli. The IT department annually organizes an e-waste collection drive.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<a href="#">View File</a>
Any additional information	No File Uploaded

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

22

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

<b>1.3.3 - Number of students enrolled in the courses under 1.3.2 above</b>	
756	
<b>File Description</b>	<b>Documents</b>
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>1.3.4 - Number of students undertaking field work/projects/ internships / student projects</b>	
1481	
<b>File Description</b>	<b>Documents</b>
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>1.4 - Feedback System</b>	
<b>1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni</b>	B. Any 3 of the above
<b>File Description</b>	<b>Documents</b>
Provide the URL for stakeholders' feedback report	<a href="https://drive.google.com/file/d/1DhXlI336hymTOFAIH7tnaIzmaNAI_q9t/view">https://drive.google.com/file/d/1DhXlI336hymTOFAIH7tnaIzmaNAI_q9t/view</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded
<b>1.4.2 - The feedback system of the Institution comprises the following</b>	A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="https://sites.google.com/sophiacollege.edu.in/feedback2022-2023/home">https://sites.google.com/sophiacollege.edu.in/feedback2022-2023/home</a>
Any additional information	No File Uploaded

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment of Students

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

2075

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

122

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

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

Learning at Sophia has always been an inclusive practice. Sensitivity towards a diversity of abilities is reflected best in the system of customized mentoring that is an important aspect of the institution's perspective and focus on the teaching- learning process. This year too, academic

mentoring was made available to students through many ways. In the classrooms, teachers strove to identify the learning levels of students through many ways. Periodic tests helped us

understand the learning levels of students this year as well. Lectures online were often revised using unmarked and marked tests which were conducted periodically using Google forms to understand the pace and quality of comprehension. Students were also integrated as active participants in the teaching learning process. Tasks were allocated complementing the ability and aptitude of the learners. Many departments encouraged students to present research-based presentations, while others encouraged their students to share videos and engage in lively debates in online lectures. The Excellence in Arts and Excellence in Science Programs also helped advanced learners to widen their intellectual horizon. The online medium also allowed departments to use audio-visual resources and integrates application-based learning. Learning was therefore made more inclusive and sensitive to the needs of a diverse and a vibrant student body.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/06/2022	2075	59

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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 teaching- learning processes at Sophia college have been constantly updated and revised given the demands of changing times. This year as well, various innovative pedagogical practices were utilized by teachers to enhance the learning experience for students. In addition to using the conventional lecture-method, the teachers used pedagogical practice aimed at experiential learning to enhance and sharpen the knowledge imparted to the students. Many departments organized field trips

and excursions, conducted workshops in offline and online mode, conducted highly beneficial and popular add-on courses to give students exposures on areas which were related to, and outside their defined curriculum.

New innovating problem-solving methodologies inspired by innovating pedagogical approaches were implemented this academic year. Strategies like flipped classrooms were used by a few departments and others were aided by employing research-based pedagogies. Many departments let students initiate discussions in lectures by inviting them to make paper presentations. Activities were organized by many departments to nurture the interactive element of the teaching-learning process. Peer group activities enabled the students to feel a part of the group and made learning more accessible for them. Therefore, at all levels, the college was motivated by a collaborative and integrative perspective towards learning and problem solving.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional Information	Nil

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

With an endeavour to upgrade out teaching methods, this year, the institution explored a plethora of online resources. The institution enabled its teachers to effectively teach online by organizing workshops on platforms like Google Classroom and Google meet. In these workshops, tools like padlet, jam board etcetera were also discussed. Students too were made comfortable with online mode of learning by both teachers and the institution. Official Google Classroom ensured that the teaching- learning continued in a secure environment. Descriptive and interactive PowerPoint Presentations and PDFs were used to enhance classroom interaction. The college also provided infrastructure with its ICT- enabled classrooms, along with computer labs for teachers. In order to nurture a personalized approach to teaching- learning teachers showed PPTs and also encouraged students to make presentations to be shared during online lecture sessions. Not only did the teachers share videos of lectures with students, students were also encouraged to make videos on topics of their choice. In order to ensure

that learning is thorough but also interesting the faculty therefore devised these new and innovative approaches to supplement traditional pedagogical methods.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

59

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	No File Uploaded

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

The Academic calendar is put together by the Senior Administration in conjunction with various committees like the time-table and examination committee. The Examination Committee prepares a tentative timetable for both semester end and internal examinations. The Academic calendar consists of admission dates, term beginning and term end dates, semester end examination dates, extra-curricular, co-curricular activities, public holidays, vacation dates as well as dates of the last instructional days. The Academic Calendar is prepared at the beginning of the year, and displayed on the college website for the students, teachers and parents to plan their activities for the year in advance.

The teaching faculty creates lesson plans as well as schedules co-curricular and extracurricular activities including field and industrial trips as per the academic calendar. At the college level, the college youth as well as a theme based social fest is planned in accordance with the academic calendar to enable

widespread participation.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

59

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

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

20

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	No File Uploaded

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

608

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	No File Uploaded

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

30

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	No File Uploaded

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

277

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

The following are the Examination Reforms introduced in 2022-23.

1. For all the exams which were earlier held in the Online Mode, this year there was a transition into the Offline conduct of Exams.
2. Students were not allowed to carry pencil pouches and writing boards with them while writing the exam. This improved the overall smooth conduct of exams with a fewer number of unfair means cases being reported.
3. During the processing of the applications for Reassessments, this year the practice of sending the answer paper to the External Referee was introduced in the cases where a higher degree of variation of marks was observed between the marks given by the Examiner and the External Assessor (Examiner).



4. Examiners were instructed to cover the various dimensions of the Bloom's taxonomy while conducting their Internal Assessments.
5. The Foundation Course, Mass Communications Course and Communication skills Course - Internal Assessments were conducted in the online mode.
6. The Centralized Internal Assessment Schedule was prepared by the Exam Committee.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://drive.google.com/file/d/1tFnEgA9P39_SJjkF_GPmeoJNkDhFyWgs/view?usp=drive_link">https://drive.google.com/file/d/1tFnEgA9P39_SJjkF_GPmeoJNkDhFyWgs/view?usp=drive_link</a>

## 2.6 - Student Performance and Learning Outcomes

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

The programme and course outcomes are aligned with the goals of the college. Each student is provided with the college handbook that clearly spells out the college goals. Each department shares a copy of the curriculum that states the programme and course outcomes with the students. Faculty members read out the course specific outcomes to the students during class at the beginning of each semester. These are also displayed on the college website.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	<a href="https://sophiacollegemumbai.com/naac.aspx">https://sophiacollegemumbai.com/naac.aspx</a>

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

The attainment of the Course Specific Outcomes is evaluated by various assessment strategies through Internal assessment and semester end examination. A range of strategies are used for

Internal assessment such as (multiple choice questions, subjective assignments, quizzes, crosswords, seminars, viva-voce etc.)

The POs, PSOs and COs are aligned with the goals of the college. In addition to incorporating these in the curriculum, each department also conducts relevant goals specific as well as annual theme based co-curricular and extracurricular activities. A culmination of these activities is the social theme based annual fest - ANANYA. A report reflecting the execution of these activities is submitted by all departments each year. The theme for the year 2022-23 is "Recover, Discover and Empower."

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

### 2.6.3 - Pass Percentage of students

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

505

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

[https://drive.google.com/file/d/1ZXEdAv53RVL\\_cAQczGrb-hW09xdeglzl/view](https://drive.google.com/file/d/1ZXEdAv53RVL_cAQczGrb-hW09xdeglzl/view)

### RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

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

Sophia College aim to cultivate and nurture a culture of research, and to document ongoing research activities, the Research Development Cell, continued to accomplish its aim. Information shared with staff about new projects helped them in applying for various research grants and schemes. Five of our faculty members are recognized Ph.D. guides. The departments of Microbiology and Zoology also functioned as PhD centres.

Students' research too was promoted through the EXSP and EXAP programmes through which students are encouraged to improve their capabilities by engaging with various research topics. At the end of this process, they are required to write research papers and present them to teachers and students. This year was totally offline. Additionally, students also took part in Aavishkar, the intercollegiate research festival organised by Mumbai University. In all the science PG programmes all students do a research project for their degree. Moreover, Sophia students also remained actively involved in research activities in other colleges. Leading students by example, many staff members too participated in local, state level, national and international webinars and conferences, and published articles.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://sophiacollegemumbai.com/research_all.aspx">https://sophiacollegemumbai.com/research_all.aspx</a>
Any additional information	<a href="#">View File</a>

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

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

80000

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

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

4

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
Any additional information	No File Uploaded

## 3.2 - Resource Mobilization for Research

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

0

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

**3.2.2 - Number of teachers having research projects during the year**

1

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	<a href="#">View File</a>

**3.2.3 - Number of teachers recognised as research guides**

5

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	<a href="#">View File</a>

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

1

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

**3.3 - Innovation Ecosystem**

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

Sophia College has students who come from a varied background. The goals of the college include the need for generating an awareness of women's issues, human rights and environmental

issues and to sensitize students to look at the world from the perspective of the less privileged. These are implemented by an active NSS group and several outreach programs of different departments.

The college has mandated each department to conduct a value-added course each year for students, who are encouraged to join cross-faculty courses to widen their horizons. There is a state-of-art Research Facility as well as high-end equipment (purchased through grants from DST/ DBT) to encourage staff and students to carry out cutting edge research projects. In-house journals, Urdhva Mula, Science Chronicles in Research and Investigation Based Education (SCRIBE) and LUCID reflect the ecosystem for research.

The college has a dedicated Women's Centre (Sophia Centre for Women's Studies and Development) that offers several certificate and diploma courses, has outreach programmes related to women's issues and empowerment and an extensive library open to all. The college offers two flagship programmes (Excellence in Arts Education Programme and Excellence in Science Education programme also called EXAP and EXSP respectively) for undergraduate students which include a mandatory research component.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

12

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

3.4 - Research Publications and Awards	
3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	A. All of the above
File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	No File Uploaded
3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year	
3.4.2.1 - Number of PhD students registered during the year	
0	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	No File Uploaded
3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year	
1	

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	No File Uploaded

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

8

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

#### 3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

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

#### 3.4.6.1 - h-index of Scopus during the year

0

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

### 3.5 - Consultancy



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

0

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

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

0

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

**3.6 - Extension Activities**

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

Haloli tree plantation drive - The NSS Unit of Sophia College did commendable work of planting 360 saplings in a day at the adopted Village Haloli in the Palghar district.

Dengue Malaria Awareness Drive- Skit Performance - The NSS volunteers, in association with Lodha Foundation organized a

skit performance as a part of the Dengue Malaria Awareness Project in Banganga slum.

Blood Donation Drive - The NSS Unit in association with K.E.M Hospital amp organized a Blood Donation Drive at Dadar railway Station.

They also collaborated with TATA Memorial Hospital Blood Centre for a Blood Donation Drive in the Multi-Purpose Hall of Sophia college on The 16th of February 2023

TFI x Sophia: Step into a classroom - The NSS in collaboration with Teach For India (TFI), organized- Step into a classroom where 11 volunteers of Sophia college went to the BMC school, Worli Sea Face.

Keen to Clean - It was a cleanliness drive that was conducted for a week and comprised of various activities.

Voters Registration Drive - The NSS Unit of Sophia College in collaboration with the 185 Malabar Hill Constituency organized a Voter Registration Drive.

The Shiksha Project - The Shiksha Project is a wholesome experience, where NSS volunteers go to teach students in Municipal schools. A total of 41 NSS volunteers went to 2 Government schools.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://drive.google.com/drive/u/0/folders/1rh9uX8-ual8ZtY1PHFgD4DC8rouASvmJ">https://drive.google.com/drive/u/0/folders/1rh9uX8-ual8ZtY1PHFgD4DC8rouASvmJ</a>

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

3

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

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

12

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	No File Uploaded

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

1062

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.7 - Collaboration

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

15

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	No File Uploaded

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

5

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Sophia College building has its heritage structure spreading over 4.5 acres incorporating;

Classrooms - 37

Laboratories for subjects such as Physics, Chemistry, Zoology, Life Science, Biochemistry, Microbiology, IT, QA and Psychology - 18 Preparations rooms - 6 Store rooms for laboratory requirement - 2 1 central library for access of books, e-books, journals and e-journals is automated using Integrated Library Management System (ILMS). The College has also subscribed for ejournals like INFLIBNET, N-LIST, The American Library. Plus one in the Women centre and one departmental library.

3 Digital boards 4 Seminar Halls 4 Computer Labs with 249 desktops, 39 laptops, 57 printers, 18 scanners and 24 Departmental laptops and desktops for the use of students and staff. 1 Research Centre (Suman Tulsiani Research Centre), with 4 research laboratories. Girls Hostel accommodating 105 out station students - 1 Gymkhana with well-maintained equipment along with an instructor and a nutritionist - 1 Canteen - 1 and Coffee Shops - 2 Book Shop and Facilitating Centre - 1 Photocopy Centres - 3 and printing centres - 5 Sophia Centre for Women Studies and Development - the centre is engaged with multidisciplinary activities which happens throughout the year. It runs regular add-on courses for skill development of students - 1 J. N. Heredia Centre for Counselling - The Centre provides

free counselling to the students to promote their well-being and aid development into the best academic and social versions of themselves. Individual therapy sessions are voluntary - 1 Staff canteen - 1 Support staffs changing room/ common room and wash room - 1 Accomodation for teaching staff - Gurukul - 1 Accomodation for support staff now called Aashirwad - 1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophiacollegemumbai.com/facilitie_s_new.aspx">https://sophiacollegemumbai.com/facilitie_s_new.aspx</a>

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

#### Sophia's Major Cultural Events:.

**KALEIDOSCOPE** Sophia College hosts a popular and humongous inter-collegiate youth festival which has the capacity to host at a national level with over 70 colleges participating without-station colleges. The workforce comprises of 20 teams, ie. 400 students.

**MUNSOPHICAL** - Sophia College's Annual Model United Nations Conference was started in the year 2010. MUNSOPHICAL aims to present an ideal environment where delegates can debate and discuss important events and news. Sessions are attended by local, national and international delegates.

**ANANYA** The college has an annual event ANANYA, which usually focusses on the annual theme of the College. Many departments organize extension events and activities culminating in the Annual Inter and Intra-Collegiate Events.

The infrastructure available for conducting the above activities are these: Sophia Bhabha Hall which has a capacity of 813. Sophia has 3seminar halls which are used to conduct meetings, seminars, conferences and other cultural activities. The seating capacity for 150, 200, 204 and 200 people, in the respective halls.

Sophia College has good infrastructural facilities for yoga, sports and games (indoor and outdoor) including gymnasium,

auditorium etc. 1. Indoor Games: Sophia College has a Multipurpose Hall for indoor games such as Badminton, Table-Tennis, Yoga, Fencing and other combat sports.

2. Outdoor Games: Sophia College has one synthetic coated standard-size Basketball Court which can be used for multiple games like Volleyball, Throw-Ball, Tennis, Ball Badminton etc.

### 3. Sports Gymnasium:

Sophia College provides Gym facilities for students and staff, with good instructors and nutritionist. The Gymnasium is facilitated with diverse types of equipment.

File Description	Documents
Geotagged pictures	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophiacollegemumbai.com/facilities_new.aspx">https://sophiacollegemumbai.com/facilities_new.aspx</a>

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

39

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

2131721

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	No File Uploaded

## 4.2 - Library as a Learning Resource

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

#### Library Computerization:

The library has 16 computers of which 4 computers are used solely for data entry, 2 for circulation, 5 for OPAC, 4 for Internet browsing, 2 for viewing AV materials.

The SLIM 21 (System for Library & Information Management) software, 21st version, was upgraded to SLIM 21 3.6.0 in 10 computers in the library. SLIM is a library Software package from Algorhythms, Pune. It is an integrated. multi-user, multitasking library information software for the Windows. It helps in cataloguing books, films, articles, serials publications etc. One can share data with others effectively. Minimal data entry is required. Retrieval of data is simple, fast and efficient. It has multiple selection criteria for reports.

The library has purchased the following modules of SLIM 21.

- Cataloguing System:
- Article Indexing
- Circulation System
- Acquisition System
- Serials Control System
- Web OPAC

Books and other library resources can be searched through various access points, namely, Author, Title, Keywords, Year of

publication, Publisher etc. The library subscribes to several national and international journals, newspapers and magazines. Articles from them are indexed according to the subjects and topics of interest of the users. These articles are then entered in the library software. These indexed articles are useful for students doing projects and seminar work. Various library reports are also generated through the data files stored in the computer. Issue/return of books for staff members are carried out on the computer.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophiacollegemumbai.com/facilitie_s_new.aspx">https://sophiacollegemumbai.com/facilitie_s_new.aspx</a>

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

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

619424

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

**4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)**



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

150

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	No File Uploaded

**4.3 - IT Infrastructure**

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

Sophia College encourages the use of ICT in the learning process. Almost all classrooms, laboratories and in multi-media rooms which are equipped with laptops, computers, LCD screens, projectors and sound system, smart boards, Wi-Fi. Online classes, video-conferencing, LCD presentations, remote access to library e-resources, digital boards are some of the methods used as teaching -learning process.

To enable smooth functioning of teaching-learning process, the College regularly updates all softwares and equipments. Annual Maintenance Contract (AMC) is taken every year where a technician from the company is always available in the college to cater to any technical emergencies.

Computers/equipments/accessories are repaired if possible or are replaced with new ones. <https://drive.google.com/drive/folders/1XZyA-fpG8o0agqaTfoWVB7SP8SOYxj8e?usp=sharing>

A 'Kindle Corner' has been set up in the library and is ready to use for students and faculty.

Room no 29 has been made into a well-equipped 'Studio' for e-content generation, with the RUSA grant.

Photographs: <https://drive.google.com/drive/folders/1sWeUDso8SuMAbk8Szy14LzPbnYH1pwfl?usp=sharing>

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio	
Number of Students	Number of Computers
2075	193
File Description	Documents
Upload any additional information	<a href="#">View File</a>
<b>4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus</b>	<b>A. 250 Mbps</b>
File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
<b>4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing</b>	<b>C. Any two of the above</b>
File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<b>Nil</b>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>
4.4 - Maintenance of Campus Infrastructure	
<b>4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)</b>	
12103471.4	

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

Sophia College building has a heritage maintenance and cleaning of 38 classrooms, 18 laboratories, 6 preparation rooms, 5 administrative offices, library and hostel is carried out by regular support staff. College has an AMC for maintenance of Elevators, Air conditioners, Electrical Fittings & Equipments, Pest-control, Fire Extinguishers, Water Pumping, Computers and IT related equipment and Software, Lab Equipment, Projectors, and Internet facilities etc. The college is extensively covered under CCTV Surveillance and has Security staff (both male & female) 24X7 on duty. Other Facilities: 1. Laboratory attendants along with the students ensure safe disposal of the experimental materials after use. 2. The library undergoes a regular pest control two to four times in a year. There is regular updating of SLIM software, servicing of Photocopying machines, computers and updating of antivirus. 3. The Gymnasium has latest well-maintained equipment.

4. The Computer Centre includes 4 laboratories with computers, internet, printing and scanning facility for all. The computers are installed with antivirus and serviced thrice a year. Log book is maintained. 5. A centrally-located canteen serves staff and student needs. The canteen is cleaned daily and regular pest control is carried out. 6. The bookshop in the college campus caters to the multiple needs of students and staff.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophiacollegemumbai.com/facilities_new.aspx">https://sophiacollegemumbai.com/facilities_new.aspx</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

**5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year****13**

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year****107**

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year****1214**

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	<a href="#">View File</a>

## 5.2 - Student Progression

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

15

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 5.2.2 - Number of outgoing students progressing to higher education

15

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

3

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

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

21

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded

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

The Sophia College Students' Association was originally started in July 1944. The 'College Union Committee' or CUC the is the body which is completely elected and/or nominated by the students of Sophia College (Autonomous). It comprises Class Representatives (CRs), Club Secretaries, Cultural Committee

(PRISM) leaders, and the Public Relations Team. It is headed by a Core team which includes the Student Body President, Cultural Secretary, General Secretary and Treasurer. The Principal, Coordinator of Students, and College Warden are ex-officio members, act as advisors, without the right to vote. The CUC organises and assists the organisation and implementation of any activity that comes under the purview of Sophia College (Autonomous) such as Glimpses, Teacher's Day, Independence & Republic Day College Day, Convocation etc. CUC organised many events online, using the digital medium to engage and connect with artists and speakers across the globe. The CUC plays a monumental role in bridging the gap between the students and the College. The Core Members of the CUC are also apart of various college committees, such as the Internal Quality Assurance Cell (IQAC), Grievance Committee, Anti-Ragging Committee, Placement Cell, Kaleidoscope and Canteen Committee, which ensures appropriate representation of the student's voice at every stage.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

70

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 5.4 - Alumni Engagement

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

As SCESA was not registered formally amumni programmes were not conducted. However for varoius feedbacks alumni were consulted.

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

#### 5.4.2 - Alumni's financial contribution during the year

D. 2 Lakhs - 5 Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The vision of our college is the empowerment of women through a holistic education and our mission is to provide women with higher education of an excellent quality together with opportunities for self-growth. "Recover Discover Empower" was our theme for 2022 - 2023. A well-organized Gender Audit by 3 external auditors was conducted that threw light on our brighter sides and future possibilities towards gender equity. MoU based collaborative Leadership Training Programme (Rainbow Circles) with RedDots was yet another achievement. [https://drive.google.com/file/d/1FgXEhn338Yhmqlhiu6pom2WHv1tpHxVI/view?usp=drive\\_link](https://drive.google.com/file/d/1FgXEhn338Yhmqlhiu6pom2WHv1tpHxVI/view?usp=drive_link)

Mentoring and remedial programs, FDPs, Orientation programmes for students, clubs activities and syllabus revisions through BoS etc were a few to name. During the year 2022-23, our faculties were exhorted to create compelling and interactive online materials that integrate multimedia components like audios, videos, interactive quizzes, and simulations and train themselves in e-content development through FDPs. The newly established studio and kindle corner and continuation of G-suite and zoom licenses ensure pedagogical diversity and effectiveness. The Sophia Research and Development Cell (SRDC) has been reconstituted with five unique sub-committees. [https://docs.google.com/document/d/1bf81DZhGsy0Xq4DeyoQjp9Ea9XxUsBQM/edit?usp=drive\\_link&oid=108027670453837061052&rtpof=true&sd=true](https://docs.google.com/document/d/1bf81DZhGsy0Xq4DeyoQjp9Ea9XxUsBQM/edit?usp=drive_link&oid=108027670453837061052&rtpof=true&sd=true) Excellence Programmes in Arts (EXAP) and Science (EXSP). We



added Sophia Luminous (a multidisciplinary journal for publication of students' research) to our already existing research journals (1) Urdhva Mula (2) SCRIBE (3) Sophia Lucid.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://drive.google.com/file/d/1tOYhhcTWZJck-B Ixbc6OYYNZc 88DuN/view">https://drive.google.com/file/d/1tOYhhcTWZJck-B Ixbc6OYYNZc 88DuN/view</a>

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

Decentralization and participative management are embedded in the structure of various academic and statutory bodies of the institution (IQAC, finance committee, SRDC, Planning & Evaluation Committee, NEP Committee) and clubs and associations for students. Decentralization has been highly effective in taking decisions and implementing them to initiate novelty, improvement and redressals on the basis of feedbacks.

Stakeholders are involved in the process of decision making based on shared insights.

At the students level the College Union Committee is represented in all relevant statutory committees and various clubs for activities are run under their management supervised by respective teachers in charge. To the existing clubs Maharashtra Kala Samiti was added.

Our student flagship event Kaleidoscope and MUNSOPHICAL is planned and managed exclusively by our students. Creative suggestions and feedbacks received from CUC were incorporated into measures for students. A committed management staff as Dean of student's activities.

Under autonomy, Departments carry out various academic, co and extracurricular activities on their own initiative like Ananya events, field trips, Add on courses, conferences and workshops. Individual teachers made use grants available to them to support their researches and attending conferences. For catering to the non-teaching staff there is an Administrative Assistant and wardens.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophiacollegemumbai.com/college_profile.aspx">https://sophiacollegemumbai.com/college_profile.aspx</a>

## 6.2 - Strategy Development and Deployment

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

Our institution follows a strategic plan that caters for excellence in and empowerment of women and strives to achieve it via short and long term plans. Focus was on audits and SWOC analysis to strengthen our teaching learning mechanism, augmenting research and developing effective pedagogies.

Academic audit, Exam audit, Green audit, and gender audit were completed during the year. Under SWOC analysis conducted from feedbacks received we have taken definitive steps towards improvement. [https://drive.google.com/drive/u/0/folders/1ND99iLBkS8\\_SDaBoHYCkUXiMX05X1Gun](https://drive.google.com/drive/u/0/folders/1ND99iLBkS8_SDaBoHYCkUXiMX05X1Gun)

Research is the necessary infrastructure for academic excellence. So, nurturing a research ecosystem is primary in our strategies. Sophia Research and Development Cell (SRDC) has been reconstituted. Setting up of a Research Centre for Humanities and Social sciences is planned out for future. Focusing on Student research we published the first volume of our online multidisciplinary student journal Sophia Luminous. Our already existing research journals (1) Urdhva Mula (2) SCRIBE (3) Sophia Lucid continue their journey.

Our strategy towards Pedagogical diversity with blended learning combined online and in-person instruction using ICT, Google classrooms and online zoom sessions, creating interactive online materials that integrate multimedia components. Establishing a studio and kindle corner were all set to aid this process of creating and designing diverse and efficient pedagogical tools. [https://docs.google.com/spreadsheets/d/1lhfvswXIogyjOIWjhJNhr8LFxsDEdOcb/edit?usp=drive\\_link&oid=108027670453837061052&rtpof=true&sd=true](https://docs.google.com/spreadsheets/d/1lhfvswXIogyjOIWjhJNhr8LFxsDEdOcb/edit?usp=drive_link&oid=108027670453837061052&rtpof=true&sd=true)

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://sophiacollegemumbai.com/research_all.aspx">https://sophiacollegemumbai.com/research_all.aspx</a>
Upload any additional information	No File Uploaded

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

Sophia College (Autonomous) is managed by Society for the Higher Education of Women in India (SHEWI). Its Chairperson, Secretary, Treasurer, and Governing Body oversee its functioning and take policy decisions. The Governing Body of the College, with the Academic Council, Finance Committee, IQAC, College Development Committee, Planning and Evaluation Committee, Boards of Studies, and Examination Committee, work towards the improvement and sustenance of quality within the college. The Principal leads and implements policies to fulfil the College objectives, liaising with various academic and government bodies to ensure the continued growth of the institution. The Vice-Principals of the College, the Coordinators of the self-financed courses, the HODs and staff work together to plan and execute the academic programme and other activities.

The Registrar, Office Superintendent, Head Clerk, Senior Clerks, Junior Clerks, Assistants, and Peons and other support staff carry out all administrative duties. Appointments and CAS promotions are done as per University/Government norms and procedures. The management-paid teaching and non-teaching staff appointments and promotions are done as per the Statutes and management guidelines. Service Books and Leave Records are maintained manually and electronically for all. All employees follow the 'Employees Policy' which provides the code of conduct for everyone.

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://sophiacollegemumbai.com/college_profile.aspx">https://sophiacollegemumbai.com/college_profile.aspx</a>
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://drive.google.com/drive/u/0/folders/1GxtHNxXw8m2GvA6d7lubyHRVVXYWiiO6">https://drive.google.com/drive/u/0/folders/1GxtHNxXw8m2GvA6d7lubyHRVVXYWiiO6</a>

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Following are the welfare measures taken up by the college for the teaching and non-teaching staff for their career and personal development/progression: ? Encouraging teachers to acquire skills in their respective fields by attending; Faculty Development Programmes, workshops and conferences like Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.

? Duty Leave granted for attending various administrative and education-related programs/ events. ? Financial support during medical emergencies. ? Parking space facility given for two wheelers as well as four wheelers of staff.

? Morning tea is provided to all the staff members on every

working day, free of cost.

? Accommodation to staff is also provided on rental basis.

? Computer, internet and printing facilities are free of cost to teachers for their departmental work. Gymnasium membership for teaching and non-teaching staff are provided to at a very nominal rate. ? Special common room for female and male admin staff, along with changing room and wash room for the support staff in the science building.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

3

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

5

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	No File Uploaded
Upload any additional information	<a href="#">View File</a>

### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development

**Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)**

13

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**6.4 - Financial Management and Resource Mobilization**

## 6.4.1 - Institution conducts internal and external financial audits regularly

The College conducts annual financial audits to engender habits of discipline and transparency in financial management. A Standard Operating Procedure is followed by the accounts department for all financial transactions. Government norms are strictly adhered to in audit of accounts. As per norms, the books of accounts are maintained by the accounts staff. All vouchers & bills of expenses and income i.e fees and other receipts and vouchers of daily expenses are checked and verified. The college has well delineated accounting structure for the funds received from government grants and the funds generated by the institute. The external audits for our college are conducted by Chhotalal H. Shah & CO. The auditors check the receipts/payments of all college accounts, and submit audited statements of income and expenditure to the Management.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

1737694

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

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

Funding at Sophia is generated for the purpose of institutional improvement and skill upgradation in order to help us achieve the larger aim of educating and empowering women. Fees collected from students, rents and revenue generated by providing locations for films and TV remain the predominant sources of income. Additionally, admission, services for students, interest on savings/investments, add-on courses, donations, memberships fees and government funds also help us mobilise funds. Since Sophia College Autonomous is a government grant-in-aid college, managed by a charitable educational trust, it has a well-defined financial policy that ensures optimal utilization of finances for academic, administrative, and research activities. Financial planning done at the beginning of every year ensures that the funds are well distributed to support academic activities, general maintenance of college and salaries of the management staff. A regular upgradation of all systems, e.g. examination and assessment, is also conducted. Our staff works tirelessly to ensure that the funds are utilised in the most optimal way.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

### 6.5 - Internal Quality Assurance System

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

Following are the contributions made by IQAC:

1] Faculty Development Workshop was organized on Integrating Educational Outcomes in the curriculum.

2] Programmes for Students:

- SWAYAM course orientation
- A Student Enrichment Program
- A session on income tax 'Responsible Citizenship: An Orientation on Income Tax'.
- The Department of Mathematics & Statistics in collaboration with IQAC organized a conference on "Legal Rights and Remedies for Women- Fundamental rights, Inclusion, IPR and Matrimonial rights".
- An Orientation on Add-on credits was conducted for the First year and PG students.

3] IQAC Flagship Events:

- The Department of Sociology and IQAC organized a National Conference on Academia and Contemporary Research: Roots and Routes.
- Annual IQAC Conference on Navigating the National Education Policy: Curriculum, Courses and Credits.
- IQAC workshop on "National Education Policy: Path ahead for Sophia College ''.

4] IQAC Peer Reviewed Journals:

- The first issue of the student's journal "Luminous" was released online on 28th April 2023. It is available on the College website.
- The 2nd issue of the IQAC Research journal "LUCID" was released at the end of the academic year. The theme was 'Conflicts, Wars, Tolerance, Peace, and the Emerging World Order."

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1eVZg_33JPG6goRwsrlbqgoSXaKAd2fmA/view">https://drive.google.com/file/d/1eVZg_33JPG6goRwsrlbqgoSXaKAd2fmA/view</a>



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

We review the teaching-learning process, structures and methodologies of operation and learning outcomes at regular intervals. IQAC administered feedbacks to our stakeholders: Entry-level feedback, Exit feedback, Teacher Assessment Questionnaire, Student Satisfaction survey parents and Curriculum Feedbacks. Feedbacks based rigorous self-examination by the departments of their syllabi and teaching methodologies was undertaken. The Research Policy of the Institute was updated. Various programmes were conducted to upgrade faculties and students on various aspects of cohesive education:

**Programmes for Faculties:**

- Faculty Development workshop on Integrating Educational Outcomes in the curriculum on 14th June 2022.
- The Department of Sociology and IQAC organized National Conference on Academia and Contemporary Research: Roots and Routes, on 16th September 2022.
- Annual IQAC Conference on Navigating the National Education Policy: Curriculum, Courses and Credits on 4th February 2023.
- IQAC workshop on "National Education Policy: Path ahead for Sophia College" on 10th February 2023.

**Programmes for Students:**

- SWAYAM orientation on 2nd July 2022
- Student Enrichment Program on 22nd July 2022.
- The Department of Mathematics & Statistics in collaboration with IQAC organized conference on 24 November 2022 on "Legal Rights and Remedies for Women- Fundamental rights, Inclusion, IPR and Matrimonial rights".
- Orientations on Add-on credits on 28th, 29th and 30th November 2022.
- Session on "Tracking Add on credits" on 13th January 2023.
- Collaboration with Red Dot Foundation for Safe, Inclusive, and Diverse Campuses (Rainbow Circles).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

**A. Any 4 or all of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://drive.google.com/file/d/1tQYhhcTWZJck-B_Ixhc6OYYNZc_88DuN/view">https://drive.google.com/file/d/1tQYhhcTWZJck-B_Ixhc6OYYNZc_88DuN/view</a>
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## **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

**Many Curricular and co- and extra-curricular activities promoting gender equity and sensitization were conducted:**

- Genderlogues - To instill values of generational equality and its positive effect on the student community, we at SCWSD had planned a Two-Day Genderlogue event in collaboration with FES (Friedrich Ebert Stiftung, New Delhi).
- Training Session: 'Gender Diversity and the need for inclusivity' for Sociology Teachers in Mumbai

- A talk on 'Positive Health: Empowering women' by Dr Mukesh Gupta.
- Conference on "Legal Rights and Remedies for Women-Fundamental Rights, Inclusion, IPR and Matrimonial Rights".
- Talk on 'Protection of Women against Domestic Violence Act, 2005.
- An Intercollegiate and collaborative event happened with Sophia College, Red Dot Foundation and The Consul General of Netherlands on the topic of Toxic Masculinity and challenging harmful norms.
- Students attended two exhibitions 'Changemakers: Extraordinary Lives of Ordinary Women in Bombay Presidency' and 'Early Photography and Archaeology in Western India'
- T-Shirt Painting Competition on Gender Inclusion and Gender Representation
- Annual Symposium on LGBTQ+ Rights Curator of LGBTQ movies: Mr Sridhar Rangayan
- Conference on "Interrogating Masculinities in Contemporary Indian Literature and Culture" for staff and students.
- In Collaboration with Mumbai Research Center, Asiatic Society, Mumbai for International Women's Day. ' conducted (In)Visible Subjects? Pranalal Patel's Women at Work, Ahmedabad, 1937'
- An MOU of collaboration was signed between IQAC Sophia College (Autonomous) and Red Dot Foundation for Safe, Inclusive, and Diverse Campuses (Rainbow Circles) Program.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

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

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

- **Solid waste management**

A 100kg capacity bio - composter converts the biodegradable waste generated into compost with 90 percent reduction in weight.

The compost thus generated is used in the College garden. The surplus is used for distribution.

- **E-waste management**

Students of BSc IT Department had collected all kinds of e-waste from the college and contacted the recycler for its proper disposal. 50 Students participated on 25th and 26th of November, 2022.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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**

E. None of the above

File Description	Documents
Geotagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 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**

**A. Any 4 or All of the above**

File Description	Documents
Geotagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	<a href="#">View File</a>

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

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

- 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	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

<p><b>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.</b></p>	<p><b>B. Any 3 of the above</b></p>
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File Description	Documents
Geotagged photographs / videos of facilities	No File Uploaded
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).</p>
<p><b>The College has an open and completely inclusive approach and environment. There is no discrimination for any religion, region, culture, language, socio - economic condition.</b></p> <p><b>Many classes/clubs celebrate every festival with zeal and</b></p>

enthusiasm.

In fact the approach and the activities organized are geared towards sensitizing the stake holders.

- Activity-based Session on Cultural Contrast and Similarities was conducted by Dr. Ivan John for select students and Visiting Students from the Sacred Heart School (New York, US) and Class Representatives from Sophia Jr. College. (7th December 2022)

Social Outreach for TMH Cancer Patients (1st February, 2023)

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

Every effort is made by the College to instil values, rights, duties and responsibilities as citizens of India. The administration, teachers, student bodies and clubs take active efforts in trying to inculcate human values and professional ethics.

Activities are organized to reinforce and sensitize the stakeholders.

Voter's Registration Drive:

- The NSS Unit of Sophia College in collaboration with the 185 Malabar Hill Constituency organized a Voter's Registration Drive. The aim of this drive was the registration of new Voter IDs as the youth of this nation were also provided with the option of making changes to the old ones. Both online and offline registrations were done. With the help of 10 NSS volunteers, 20 beneficiaries were reported. About 60-70 students of the college were also reported to come and gain information regarding Voter ids. Four Government officials spoke to the volunteers regarding the process of creating a voter ID.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Every year Sophia college organizes various events to celebrate on the occasion of national and international commemorative days.

- On the occasion of International Yoga Day on 21st June, 2022, a session was conducted in the Multipurpose Hall.
- World Population Day was celebrated on 10.07.2022.
- To mark the 75th year of our Independence, Sophia College, in collaboration with Backpackers India Group, trek to



Sodai Fort, on 7th August 2022.

- Azadi ka Amrit Mahotsav, Sophia College celebrated our Independence Day on August 15, 2022.
- Azadi ka Amrit Mahotsav was celebrated at class level on 17th August, 2022.
- "Bee Creative" Henna and Mandala Art competition was organized to celebrate World Animal Day on 4th October 2022.
- International Girlchild Day was celebrated on 11.10.2022.
- International Day against Domestic Violence was celebrated on 26.11.2022.
- Pre -Republic Day was celebrated at class level. (25th January, 2023)
- Marathi Bhasha Diwas was celebrated on 27th February 2023.
- Marathi Bhasha Samvardhan Pandharwada organized two competitions; 17th January 2023 and 20th January 2023, respectively.
- Science Day celebration ( 28th February, 2023)
- Rakshabandhan Celebration with the officers of Gamdevi Police Station (11th August 2022):
- World Aids Day (1st to 3rd December 2022): The NSS volunteers participated in large numbers and actively showed interest in all the activities.
- Safer Internet Day (13th February 2023): On the day of 'Safer Internet Day' the College Conducted an online session on Cyber Security
- World Pulses Day - Cooking and Donation (10th to 12th February 2023)
- Fit India Freedom Walk - From College to Manibhavan (8th October 2022)

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

**Best Practice 1: Catering to Diversity and Openness in Learning and Pedagogy**

**Best Practice 2: Augmentation of research culture and promotion of students' publications**

File Description	Documents
Best practices in the Institutional website	<a href="https://drive.google.com/file/d/1mYoLodEf7Qpo3RNw3u4IaeqpHZF8KwjP/view">https://drive.google.com/file/d/1mYoLodEf7Qpo3RNw3u4IaeqpHZF8KwjP/view</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

#### HIGHLIGHTS OF THE YEAR

1. The college was reopened for all the batches of students after the Covid 19 pandemic. Orientation sessions were conducted for FY, SY, TY, MSc, and MA students in Sophia Bhabha Hall.
2. Infrastructural Changes: The science building, science department laboratories, lab equipment, computers and computer laboratories were inspected for security and safety. Repairs and upgrading were carried out as per the requirements of the respective departments.
3. RUSA: The second installment has been fully utilized. The projected expenditure has been presented to the RUSA authorities. We are awaiting the final installment of RUSA funds.
4. Azadi ka Amrit Mahotsav, an initiative by the GOI has been celebrated by the college in a variety of ways. On the occasion of the 75th year of Azadi ka Amrit Mahotsav, Sophia College celebrated Independence Day on August 15, 2022 by the flag hoisting which was followed by a cultural programme.
5. Preparation of NAAC: Meetings were conducted with NAAC criteria committees. The committees met regularly with their coordinators. The initial rounds of data collection and compilation have been conducted.

6. Preparation for the implementation of the New Education Policy 2020.

7 Audits: Green audit, internal academic audit, examination audit and Gender audit was conducted in this year.

File Description	Documents
Appropriate link in the institutional website	<a href="https://sophiacollegemumbai.com/college_profile.aspx">https://sophiacollegemumbai.com/college_profile.aspx</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

1. Implementation of NEP - As per the guidelines the NEP syllabus has to be implemented.
2. Mentor - Mentee Systems - in a systematically organized manner should be developed and introduced from the forthcoming year.
3. Campus Care Initiative
4. NAAC REACCREDITATION: Final Submission procedures to be completed
5. Feedback Analysis and Action
6. SCESA & Teacher Alumni - steps to be taken to activate SCESA and teacher alumni associations and strengthen their activities.
7. Initiatives towards Green Campus and Energy Conservation to be continued.
8. To continue to conduct Academic Audit. Steps to be taken towards Admin Audit on yearly basis.
9. CAS procedures to be completed in June 2023 with scrutiny session organized in the college for the candidates who have applied for.
10. Constitution of new External IQAC Committee (with 2 Professors)
11. Research Corpus Fund: Building up a corpus fund for research.
12. Training to Non-Teaching
13. Academic PO, PSOs, COs, based Training and Evaluation
14. New Staff - Research Orientation to be given.
15. Focus on Placement and Entrepreneurial Skills with a view to ensure Employability.
16. Various committees have to be further made democratic by

student's inclusion and representation of elected staff.  
For eg. CDC, IQAC.

17. Research and Development Cell needs to be activated as per new guidelines with new subcommittees for research, planning, scrutiny, patents, ethical committee etc.

<https://drive.google.com/drive/u/0/folders/1W0V-9pfxJvD5xghlaqTyRYC9kpsGrluu>