



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**SITARANG CHARITABLE SOCIETY SHRIMATI SITABAI  
RANGUJI SHINDE ARTS, COMMERCE AND SCIENCE  
COLLEGE, BORI, TAL. JUNNAR, DIST. PUNE**

**AT POST BORI, TAL. JUNNAR, DIST. PUNE  
412411**

**[www.sitarangcharitablesociety.in](http://www.sitarangcharitablesociety.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# **1. EXECUTIVE SUMMARY**

---

## **1.1 INTRODUCTION**

Introduction:

Sitarang Charitable Society was founded by a well-known civil work contractor, approved by the Government of Maharashtra, and agriculturist Shri Sitaram Rangiji Shinde in 1997 to promote education to the rural youth. He started social activities through the Swami Samarth Mandir, then started a public Library in the Bori to enhance people's reading habits. The people from the vicinity supported the activities introduced by him in the area. He expanded his work profile and started secondary school affiliated with the Maharashtra State secondary and higher secondary board, Pune, in 2003, from 5th standard to 10th standard. He gained his experience and took the initiative to start Shrimati Sitabai Ranguji Shinde Arts, Commerce and Science College, Bori Tal. Junnar Dist Pune. The college was established in 2006 to fulfill the need for higher education for the young boys and girls of the surrounding areas. In 2013 he started junior college and primarily English medium school. The Government of Maharashtra has permitted the institutions mentioned above on a self-financed basis. He invested his funds in this noble cause and provided educational facilities to the rural youth at affordable fees.

The Shrimati Sitabai Ranguji Shinde Arts, Commerce, and Science College was established with the main to promote higher education of high standards and offer a B. A. degree program in Marathi, English, Economics, History, Geography, and Political Science, and B. Com. program in Banking and Finance and, Costs and Works Accounting. All the courses and programs have been affiliated with the Savitribai Phule Pune University, Pune

The college is built on a sprawling & green campus of 2.00 acres of land nearest the Kukadi riverside and tries to maintain a natural and ecological balance. The college has spacious, producing an impressive infrastructure suitable for effective delivery of the curriculum offered by the college, including spacious classrooms, a seminar hall, a well-equipped computer laboratory, library, playfields, WI-FI, and a quiet, plastic-free, environment-free ambiance.

The college is strategically placed near Pune Nashik Highway and well connected by public transport. At present, approximately 429 students are pursuing their higher education in college, providing students an environment for overall development, nurturing them for a successful career, and contributing to the betterment of society.

### **Vision**

Perceiving qualitative higher education as the medium of bridging the gap between the rapidly developing towns and the most underdeveloped villages and the hamlets of Junnar Taluka, we visualize inculcating small –skill-based and knowledge-based educational values to promote vocational competence, intellectual abilities, humanistic values, and social awareness by adopting changing concepts used in modern educational systems.

### **Mission**

"Our mission is to lead the socially and economically backward inhabitants of the hilly and tribal villages of Junnar taluka and Bori area from the darkness of ignorance to the light of knowledge, wisdom, sagacity, and human values. Education is not perceived as an end in itself but as a means and device to develop the best head, hand, and heart qualities. We aim to provide the students with the best possible facilities to develop their communicative competence, vocational skills, and confidence to face the rapid changes and challenges."

To transform attitudes, values, and priorities by changing mind-sets rejuvenating our learners, and infusing positive energy to take on life's challenges.

To empower learners by providing quality education coupled with leadership and professional skills.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

1. Good reputation for high-quality teaching through job-oriented skill development courses.
2. Driven by the vision and mission of ensuring quality education for the rural youth of the vicinity of the college.
3. Well-equipped infrastructure facilities like a State-of-the-art laboratory, classrooms, and seminar hall.
4. Equal emphasis on co-curricular, extracurricular, and value-added programs on Emerging subjects.
5. Eco-friendly and amicable ambiance for working.
6. Beyond the syllabus, the curriculum prepares the students for the present global scenario.
7. Mentor-mentee System and feedback system of students.
8. Training and Grooming of students to make them ready and enhancing their Employability skills by imparting field visits, project work, and soft skills.
9. Various activity clubs viz. Arts Club, Commerce Club, Cultural Club, Sports club, etc., for overall development and extracurricular activities.
10. The academic achievements of the students in University examinations are exemplary.
11. Strong Alumni base that helps for junior students' job generation and referral drive.
12. Pro-active management.

Experienced and qualified faculty members

### Institutional Weakness

1. There is a scarcity of well-qualified, i.e., Ph.D. holders.
2. The college offers basic programs like B. A. & B. Com.
3. Limited freedom to vertical and horizontal mobility in introducing professional and skills development courses.
4. The students' poor economic and social background and the demography of the place where the college is situated.
5. The lack of ample industry nearby prevents placement drive from the college.
6. Shortage of ample opportunity for Research Activities due to funding problems by the Government and Non-Government & External agencies.
7. Sources of funds are limited due to self-financed programs.

## **Institutional Opportunity**

1. Collaboration with International and National Institutes in the area.
2. Scope for opening post-graduate programs in M. A. & M. Com.
3. Focus on Research activities with institutes and industries.
4. Preparing students in Soft Skills, Aptitude, and competitiveness. examinations

## **Institutional Challenge**

1. Reorienting the students from a rural background with local language as the medium of instruction towards English.
2. Coping and adapting to rapidly changing technologies without comprising the fundamentals.
3. The global recession in the employment scenario
4. To keep pace with emerging trends.
5. To invite more industries for placements, internships, and projects.
6. Students come from various vernacular and ethnic backgrounds, and training the Marathi-speaking students in the English language and developing their communication skills is challenging.
7. Present lack of interest among students in traditional education
8. The lack of funds for the maintenance of infrastructure.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The college is located in the rural areas of Junnar Tahashil, under the Pune district's jurisdiction, and has a beautiful sprawling campus with State of Art Infrastructure. The college provides higher education to the socially underprivileged and financially weaker students in undergraduate programs in Arts and Commerce streams. The curriculum at the U.G. level is designed and developed by the affiliating University, namely, Savitribai Phule Pune University, Pune. The college ensures the effective implementation of the curricula and observes the completion of the course from time to time. There is a practice of evaluating the student's achievement during each academic session through continuous internal evaluation methods. In addition to that, the college offers 35 hours of add-on-courses for the benefit of the students. The affiliating University has introduced the CBCS at the U.G. level from 2019-to 2020, and the college follows it meticulously.

The college comes under the co-educational type; therefore, gender equity is well maintained, and the students' grievances are well taken up. Mental peace, discipline, and tranquillity are well preserved on the college campus. The students' social responsibility is well invoked through N.S.S which is very active in giving the college campus a clean and green face. The college follows the rules and regulations of the Government of Maharashtra, affiliating University, and statutory bodies. The college supplements the curriculum with value-added courses, human values, and professional ethics to sensitize students to the cross-cutting issues relevant to gender, environment and sustainability, human values, and professional ethics. For the holistic development of the students, the college's primary purpose is to introduce mandatory non-credit courses on human values and professional ethics. However, the formal mechanism to take feedback on curriculum from stakeholders is missing, which needs to be developed.

Head of departments' faculty members identify the requirement for the department in the semester, and the

Academic Calendar is formulated and notified. The academic routine for all departments are prepared and finally handed over by the head of the departments to the Principal for notification to students and faculty members. The subject, wise Course File is designed by faculty members containing, Topic-wise notes, and Course Outcomes are ready. Mapping is done with Program Outcomes, and the gap, if found, is fulfilled with remedial classes, Assignment sheets, sessional examinations. Relevant PPT, a Question bank, etc., are prepared. Lesson Plan/Course Files are compiled topic-wise. Review meeting by the head of the departments with faculty members for syllabus coverage and attendance monitoring is done. Internal tests are conducted, and marks are notified to students. At the end of the academic year, feedback on the curriculum is collected from the students, teachers, parents, and alumni and analysed. Accordingly, the action was taken on the feedback collected. The action taken on collected feedback is uploaded on the college website.

### **Teaching-learning and Evaluation**

Student intake is a structured and well-defined process. Admission adheres to the guidelines of the entrance examinations through an online counselling process and satisfies the eligibility criteria. The students throughout the area enrol in the courses. The college offers various scholarships for students from the economically challenged category. The college provides skill development programs like Soft Skill, Aptitude, and Group Discussion.

The college can maintain high standards of the conducive academic environment, processes, procedures, quality of faculty members, and technical infrastructure for effective learning and self-development. The college encourages faculty members to improve their qualifications, attend workshops, conferences, refresher courses, faculty development programs, etc. During the teaching of various courses, emphasis is on imparting procedural and cognitive aspects and on providing factual and conceptual knowledge.

The evaluation system strictly follows the affiliating university guidelines, including two internal examinations for theory subjects, a sessional assessment for practical, and a University at end semester examination. Fair practices and transparency are maintained in the examinations, and the students are encouraged to follow strict attendance criteria. Teachers deliver their lectures and practical lessons in a student-friendly manner to learn and develop an interest in the subject and skills.

Almost all students complete their courses with a good grade points. Good academic records, value addition courses, and extracurricular activities attract reputed organizations for placement, and 15%-20% of students pursue higher studies.

### **Research, Innovations and Extension**

The college has good infrastructure regarding the number of laboratory equipment and library resources. The college management makes the budget available to procure state-of-the-art equipment valid for curriculum study, project work & research, etc. Some high-end laboratory types of equipment are available to provide opportunities beyond the syllabus skill development and innovative research work. The college library has a good collection of books and journals to facilitate study. Faculty members are encouraged to attend seminars, conferences, workshops, and refresher courses to publish articles and papers in journals. They pursue higher studies like Ph.D., which has resulted in many publications in conferences and journals.

The college promotes various community engagement activities like blood donation camps, providing clothes,

food to the needy and oppressed, educational amenities like books & copies to the poor, and various other activities. The college students and faculty members participate in activities like Swatch Bharat Mission. These activities lead to creating students' awareness on social problems, improving communication skills, teamwork, and growing students as socially sensitive human beings.

### **Infrastructure and Learning Resources**

The college provides an adequate infrastructural facility that meets the norms of regulating bodies and satisfies functional needs. The college has spacious classrooms. Rooms are well furnished, well lit, and airy, equipped with LCD projectors for interactive learning and a smart class facility. Seminar Halls with a capacity of 150 seats are used for a seminar, workshops, conferences, recruitment drives, etc. Laboratory equipment is as per the syllabus requirement.

The college has a well-equipped computer laboratory. An adequate no. of computers is available to enable students to acquire practical knowledge and help them with activities and projects.

Adequate audio-visual amenities help students in interactive learning and develop an interest in the subject.

The library has rich resources in the form of books and journals that fulfil the syllabus criteria for students and faculty members, facilitate gaining comprehensive knowledge, and provide opportunities to go to the depth of a subject.

Other facilities are a playground, basketball, volleyball and badminton court, gymnasium, cafeteria, and a first-aid facility.

### **Student Support and Progression**

The college provides several mechanisms for student support and progression. We have a unique mentorship system where one faculty facilitates a group of 20 to 25 students in all aspects. Mentors look after their studies and the overall well-being of the students viz. attendance, result, need for remedial classes, discipline, training, counselling, etc.

The students are extended all support for various Scholarship schemes such as:

Also, the college provides half and full free scholarships. Principals, Heads of departments, mentors regularly interact with students to help to identify student issues and problems and give solutions.

The college conducts soft-skill development, aptitude, and Group Discussion & personality enhancement sessions for the students by inviting external experts.

Training and placement cell provides pre-placement guidance for placement activities. The cell coordinates vocational training, special software and core department training, and need-based training for placement activities and internships. More than 95% of students complete the degree in the stipulated time. Around 15% to 20% of students pursue higher studies. Approximately 70 % to 75 % of students get job offers in their final year.

The student representatives are present as members of committees like anti-ragging. The college collects feedback on curriculum and other related issues from all the students to improve these services

### **Governance, Leadership and Management**

Our vision is to train the students to become quality executives with high professionalism, morality, and ethics standards using our excellent resources, infrastructural and technological support in all the professional streams.

Similarly, we also believe in the overall development of the student's personality. In this era of economic liberalization, globalization, and technological super-advancement, our effort is to put quality education in the light of Swamiji's vision of spreading education throughout society.

The college's leadership believes in participative management and strives to bring excellence through the structured organizational system with the involvement of all the stakeholders. Various stakeholders of the Institute are members of the statutory bodies, and their meetings are conducted regularly.

The college has a well-defined plan involving various focus areas and a definite action plan to achieve the goals and measures to verify the achievements. Under the Principal's leadership, Academic council, head of the departments, these plans are executed to better the institutes and perform their academic and administrative activities.

Since the college is private and self-financed, tuition fees are the primary source of income. The college makes budgetary provisions for recurring and non-recurring expenditures in advance, and financial resources are made available for the functioning of the college as per the budget.

Financial Management and Resource Mobilization, follow Internal Quality Assurance System through several meetings to review and improve the quality of the overall functioning of the Institute.

### **Institutional Values and Best Practices**

The college is built on a sprawling & green campus of 2.00 acres of land amidst a quiet, plastic-free, smoking-free ambiance to maintain a natural and ecological balance.

The presence of a large number of teak wood trees on the campus helps to reduce air pollution.

The college makes conscious efforts to create awareness about energy conservation and renewable energy usage among students. Use of L.E.D and bulbs are encouraged for the purpose. The use of renewable energy is the need of the hour for sustainable development to ensure fossil fuel conservation. The college has planned to install a solar panel roof to compensate for non-renewable energy.

The college follows many best practices for students and staff. Some of them are – mentorship of the students for their all-round development, employability enhancement program, soft-skill development program, aptitude development program for students at no cost, financial assistance to the students as various kinds of scholarship, provisions for bus concession, placement service long after graduation, book bank facility, skill development programs, sports facilities.

Faculty members are also encouraged by various schemes aiming at faculty development, such as paid study leave for attending conferences, seminars & workshops, fee concession for employees' wards, and statutory benefits like: and Leave as per norms, etc.

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	SITARANG CHARITABLE SOCIETY SHRIMATI SITABAI RANGUJI SHINDE ARTS, COMMERCE AND SCIENCE COLLEGE, BORI, TAL. JUNNAR, DIST. PUNE
Address	At Post Bori, Tal. Junnar, Dist. Pune
City	Junnar
State	Maharashtra
Pin	412411
Website	<a href="http://www.sitarangcharitablesociety.in">www.sitarangcharitablesociety.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Shinde Reshma Sarang	02132-282136	8888467373	-	ssrscollegebori@gmail.com
IQAC / CIQA coordinator	Mahale Mahesh Ramdas	02132-282130	8888687373	-	gholapreshma1@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

<b>Establishment Details</b>				
Date of establishment of the college		01-01-2006		
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Maharashtra	Savitribai Phule Pune University	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC				
12B of UGC				
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	At Post Bori, Tal. Junnar, Dist. Pune	Rural	1.25	2411.87

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Marathi	36	HSC	Marathi	120	59
UG	BA,English	36	HSC	English	40	15
UG	BA,History	36	HSC	Marathi	120	59
UG	BA,Economics	36	HSC	Marathi	80	44
UG	BCom,Banking And Finance	36	HSC	Marathi	60	54
UG	BCom,Cost And Works Accounting	36	HSC	English	60	54
UG	BA,Geography	36	HSC	Marathi	120	59
UG	BA,Political Science	36	HSC	Marathi	120	59

### Position Details of Faculty & Staff in the College

**Self Study Report of SITARANG CHARITABLE SOCIETY SHRIMATI SITABAI RANGUJI SHINDE ARTS,  
COMMERCE AND SCIENCE COLLEGE, BORI, TAL. JUNNAR, DIST. PUNE**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				13			
Recruited	0	0	0	0	0	0	0	0	5	5	0	10
Yet to Recruit	0				0				3			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				6
Recruited	0	0	6	6
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

#### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	4	5	0	9

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Self Study Report of SITARANG CHARITABLE SOCIETY SHRIMATI SITABAI RANGUJI SHINDE ARTS,  
COMMERCE AND SCIENCE COLLEGE, BORI, TAL. JUNNAR, DIST. PUNE

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	308	0	0	0	308
	Female	81	0	0	0	81
	Others	0	0	0	0	0
Certificate / Awareness	Male	85	0	0	0	85
	Female	40	0	0	0	40
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	12	13	13	8
	Female	2	4	4	6
	Others	0	0	0	0
ST	Male	14	15	17	12
	Female	1	2	3	6
	Others	0	0	0	0
OBC	Male	44	74	96	99
	Female	8	15	11	23
	Others	0	0	0	0
General	Male	89	156	300	305
	Female	39	49	74	94
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>209</b>	<b>328</b>	<b>518</b>	<b>553</b>

## Extended Profile

### 1 Program

#### 1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
62	53	52	52	52
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	2

### 2 Students

#### 2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
429	553	518	328	209
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
119	119	119	119	119

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.3

### Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
163	134	84	60	44

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
11	13	17	21	23

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
11	13	17	21	23

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 15**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
15.49	27.13	36.10	17.27	9.65

**4.3**

**Number of Computers**

**Response: 20**

**4.4**

**Total number of computers in the campus for academic purpose**

**Response: 14**

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

###### Response:

Response:

Sitarang Charitable Society's Sitabai Ranguji Shinde Arts, Commerce, and Science College has affiliated with Savitribai Phule Pune University(SPPU). The SPPU designs and develops the curricula of all the programs offered by the college. The college has freedom for effective delivery of the curricula in the classrooms. The IQAC monitors individual teachers' academic planning for effective curriculum delivery and ensures that the college curriculum is properly executed, implemented, and monitored.

The college follows the following structured mechanism for effective curriculum delivery.

##### 1. Distribution of Workload:

The head of the departments distributes the workload to their colleagues according to their specialization and preference. The same information has been submitted to the IQAC for further necessary action.

1. Time-Table Committee: The timetable committee prepares class-wise and program-wise timetables before the commencement of the academic year. The schedule has displayed on the notice board for the students' information. The faculty members are informed about their timetables through the WhatsApp groups.
2. Academic Calendar Committee: The college has constituted an academic calendar committee, and the committee prepares the college's academic calendar with the tune of affiliating university academic calendar. The committee monitors the progress of the teaching schedules and guides the faculty members in the proper implementation of the educational plan of the college.
3. Plan of Lecture: The IQAC informs the individual faculty members to prepare their micro-teaching plan and submit one copy to the IQAC office. The IQAC reviews the micro-plans prepared by the faculty members and communicates its final decision for its proper implementation.
4. Work Diary: The faculty members are prepared to work daily regularly. The faculty members maintain diaries as per the plan of lectures and engaging lectures in the classrooms.
5. Induction programs: The college organizes induction programs for newly admitted students. The principal, Heads of the Departments, IQAC coordinator, committee, chairpersons, NSS Program Officer, are guided the students about the college discipline, examination patterns, curricular, co-curricular, and extra-curricular activities, field visits, study tours, feedback, and seminars, and conferences organized in the college.
6. ICT-enabled Pedagogy: the college introduces ICT-enabled pedagogy in classroom teaching. The faculty members are motivated to use ICT tools, and the necessary equipment is provided to the faculty members.
7. Library Committee: The Library Committee has been constituted, and the librarian coordinates the

committee's functions. The new books and Journals are purchased as per the requirement of the curriculum.

8. Meetings: The Principal regularly conducts meetings of teaching and non-teaching staff and IQAC and guides them in their influential role in the academic planning and execution for better outcomes from the college.
9. Feedback Collection: The college collects feedback from the students, teachers, parents, and alumni on the curriculum, and especially the teaching-learning process undertaken by the college. After collecting the feedback, its analysis was done, proper action was taken on the input and comments, and the action taken report was uploaded on the college website for the people's information.

### **1.1.2 The institution adheres to the academic calendar including for the conduct of CIE**

#### **Response:**

Response:

The college is affiliated with the Savitribai Phule Pune University, and hence the programs prescribed by the University are strictly followed.

The University provides an academic calendar that specifies the date of commencement and end of the teaching-learning process for each semester, along with the government holidays. Based on the norms set by the University, the Principal, HODs, and examination committee decide on the internal examination dates and the dates for other academic activities like workshops/ seminars/cultural/ sports events, and NSS regular and special camp activities.

Regular staff meetings are conducted to ensure adherence to the schedule given in the academic calendar. In case of any untoward and unexpected occurrence, a working day is lost, and the day is compensated on holiday. Each department prepares the Department timetable, facilitating the teachers to allow sufficient time for each subject as per the workload allotted by the University.

This timetable is given to every departmental student to adhere to the schedule. The calendar is well planned and is prepared in a detailed manner.

The college functions and adheres to the minimum number of working and teaching days. On average, the college worked for 180 days per year in the past five years as per the norms set by the University.

A work diary is maintained every day by the teachers individually according to their classes as per the college calendar. Departments follow different evaluation outcomes throughout the semester as an indicator of student performance.

The continuous internal assessment and evaluation pattern for the undergraduate students is as follows.

The timetable for each internal assessment is prepared well in advance as per the calendar schedule- the mid-semester exam is held every academic year.

The subject teachers are given ample time to set the question paper according to university norms.

The internal assessment papers are corrected quickly, and answers are discussed with the students to understand better how to approach the question properly if the evaluator does not meet their expectations. Students are assessed based on seminars, assignments, practical tests, and projects.

A seminar week is allotted for each department wherein the students are encouraged to participate in a topic of their choice.

Students are encouraged to select topics for classroom presentations outside the syllabus but related to the subject to help them gain additional knowledge.

The college has developed an excellent work culture and has a team of dedicated faculty guided by an efficient and effective Principal; therefore, it seldom faces difficulties in

completing the curriculum within the stipulated time frame as prescribed in the academic calendar.

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** D. Any 1 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.2 Academic Flexibility

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

**Response:** 100

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

Response: 2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 1.2.2 Number of Add on /Certificate programs offered during the last five years

**Response:** 30

#### 1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2020-21	2019-20	2018-19	2017-18	2016-17
6	6	6	6	6

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

**Response:** 41.71

#### 1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
150	150	150	150	150

## 1.3 Curriculum Enrichment

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

**Response:**

Response:

The college has taught the courses and programs approved by the university. The concerned Board of Studies has included cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment, and Sustainability in the Curriculum. The undergraduate programs within the college represent a rich diversity of the students whose needs are shaped and addressed by the various programs imbibed in the Curriculum, like Personality development. Professional ethics, gender equity, human values, computer fundamentals, innovation and creativity, Environmental studies, and Sustainability.

The college has made efforts to integrate the cross-cutting issues through various measures.

<ul style="list-style-type: none"> <li>•</li> <li>▪</li> </ul>	<p><b>Institutional Efforts</b></p> <ol style="list-style-type: none"> <li>1. The college has taught gender-related issues to the students by organizing workshops and lectures.</li> <li>2. Initiatives are taken for women's empowerment through the Ladies' forum and the cooperation of other non-government organizations.</li> <li>3. Beti Bachoo and Beti Padhao campaigns are organized every year in the college vicinity.</li> <li>4. The women Empower Cell of the college has organized lectures on women's rights and specific gender issues.</li> <li>5. The college is organized guest lectures by experts, spiritual gurus, and luminaries on topics like equality of women in society, empowerment of women, the progress of women in today's world.</li> </ol>	
<p><b>Environmental Awareness</b></p>	<p>N.S.S and Students' welfare Units have organized several programs like:</p> <ol style="list-style-type: none"> <li>1. Tree plantation drive.</li> <li>2. Swachha Bharat Mission is conducted at the campus and adopted village.</li> <li>3. Creating awareness about environmental pollution.</li> <li>4. Rallies were conducted to create awareness about environmental pollution.</li> <li>5. The Second Year B. A. &amp; B. Com students are taught the Environmental Awareness Cell as a core course, and the passing is compulsory.</li> </ol>	
<p><b>Human Rights</b></p>	<ol style="list-style-type: none"> <li>1. Rights to education awareness programs are taught to the students.</li> <li>2. Grievance Redressal cell takes an active part by complying with the grievances found in the grievance box monthly and finding the solution for the grievances.</li> <li>3. Workshops are regularly conducted on Human rights.</li> <li>4. Legal advice is provided to the students by inviting lawyers.</li> <li>5. The students are encouraged to participate in debates, quizzes, group discussions, model preparation, or chart presentations, and they take an active part in various activities created for them.</li> </ol>	
<p>1.</p>	<ol style="list-style-type: none"> <li>1. Computer-related courses are introduced in the college like Micro Soft Office and Tally which professional ethics are taught to the students.</li> <li>1. Internet facility is made available to the students and teachers.</li> <li>2. Teachers use teaching aids like maps, ICT-enabled pedagogy, and PowerPoint presentations.</li> </ol>	

Others	<ol style="list-style-type: none"> <li>1. Health Check-up camps are organized for the benefit of the students.</li> <li>2. Personality development and Yoga and Meditation courses are taught along with the C</li> </ol>
--------	---

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 19.37

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
15	11	9	9	9

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 79.95

#### 1.3.3.1 Number of students undertaking project work/field work / internships

Response: 343

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni**

Response: A. All of the above

File Description	Document
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

- 1. Feedback collected, analysed and action taken and feedback available on website**
- 2. Feedback collected, analysed and action has been taken**
- 3. Feedback collected and analysed**
- 4. Feedback collected**
- 5. Feedback not collected**

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 56.44

##### 2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
429	553	518	328	204

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
720	720	720	720	720

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 41.68

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
25	55	70	64	34

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

### 2.2 Catering to Student Diversity

### **2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners**

#### **Response:**

Response:

The college admits the students in B. A. & B. Com programs as per the affiliating university guidelines. The affiliating university does not arrange a standard entrance test for admission and permits the colleges to give entries based on a first-come, first-serve.

At the time of the admission process, the admission committee assesses the learning level of the students through their previous qualifying examination marks. After the teaching session began, 20 marks written test was conducted. The test includes multiple answer questions based on the program opted by the students. The result sheet was prepared and analyzed, through which slow and advanced learners were identified.

The college uses the following method to evaluate the slow learners and try to co-up them with their curriculum and help students better understand the subject.

1. To repeat the complicated themes, concepts, and topics.
2. To arrange remedial coaching.
3. To help students with supplementary books and study material.
4. To contact tutorials and tests for challenging subjects.
5. To interact One-on-one time with subject matter
6. To provide Mentor-Mentee support and guidance.
7. To enhance their courage, self-esteem, and confidence.
8. To involve them in curricular, co-curricular, and extra-curricular activities.
9. To provide access to participate in cultural and sports activities.
10. To provide unique guidance regarding ICT-enabled pedagogy.
11. Advanced learners are motivated to participate in college activities in the following ways.
12. To enhance their participation in the college activities.
13. To provide them with experts guidance for enhancing their capacity-building skills.
14. To involve them in the competitive examinations.
15. To arrange poster presentation competitions for them and increase their participation in the contests.
16. To avail facility for them to be involved in the college's internal committees like IQAC, CDC, NSS, Cultural, and sports committees.
17. To provide them with ICT-related training.
18. To introduce Add-on-courses to enhance their employable skills.
19. To arrange brainstorming sessions.
20. To provide advice on how to acquire a better job.
21. To participate in video conferences, seminars, and workshops.

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

**Response:** 39:1

File Description	Document
Any additional information	<a href="#">View Document</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

**Response:**

Response:

The college practices a teaching pedagogy that focuses on imparting education through a student-centric approach. The pedagogy helps to transform the students from being relegated to the role of passive recipients to active and apart from boosting their confidence and encouraging independence. Since students vary in their ability to comprehend and absorb, it is impossible to address the needs and expectations of individual students and expect a uniform learning outcome from them all in a teacher-centric class. The teacher facilitates learning by allowing each student to comprehend at their level. by ensuring their involvement in-class activities so that they can absorb and grasp information at their own pace.

The affiliating university is defined course objectives, program-specific objectives, and program outcomes. It provides a comprehensive understanding to the student right at the beginning of the course as to what should be the primary focus.

It helps them in self-evaluating their performance after the course. Feedback of the Course given by students at the end of each semester provides an opportunity to identify any cavities, which can then be addressed.

Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Audio- Visual methodology, Google Classroom, Industrial Visits, Field Work, and Projects are some of the means utilized by the Departments to provide experiential and participative learning.

Internal assessments are planned to encourage students to work independently. The students must submit written assignments to enhance confidence, develop writing skills, and hone style, apart from teaching interest in research activities. Seminars, which form the second component of internal assessment, help students present their assignments before the entire class helping them overcome stage fear and develop oratory prowess.

The subjects/courses involve fieldwork, and project work, which help students acquire experiential learning and problem-solving ability.

Discussions and debates on contemporary issues are encouraged so that students can reflect and analyze by eliciting responses to the subject under discussion. Ability Enhancement, Generic, and Skill Enhancement courses are offered to provide and prepare students for life. The courses include sports, and NSS Cell has been set up for the students to participate, integrate and learn.

Student representation in administration is an important initiative taken by the college. Representatives of students on committees like Internal Quality Assurance Cell, Internal Complaints Committee, Student Council, Sports Events, Cultural Events, NSS, Library, and Grievance Cell to involve them in the decision-making process and maintain transparency apart from inculcating a sense of responsibility in them.

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:

Response:

The college has a well-equipped Computer laboratory, motivating the teachers to use ICT-enabled tools for effective curriculum delivery in the classes. The teachers are using traditional pedagogy chalk and talk methods and ICT-enabled learning tools such as PPT, Video clippings, YouTube videos, Audio systems, and online sources to expose the students to acquire knowledge and practical experience. The classrooms are fully furnished with computers, laptops, LCD projectors, and internet connectivity. The teachers use interactive teaching methods for B. A. & B. Com. Programs and emphasize presentations, seminars, debates, group discussions, assignments, quizzes, project work, field visit reports, practicals, and journals to strengthen the teaching-learning process effectively. The computer laboratory with an internet connection has been provided to promote independent learning, and access is provided on mobile devices.

The college has the following ICT-enabled Tools and uses in the teaching-learning process.

1. Computers, laptops, and LCDs projectors are made available in classrooms.
2. The computers and laptops are arranged in the computer Laboratory and head of the departments' offices.
3. The Printers are installed at the Laboratory, head of the department's cabins, principal office, library, administrative office, and prominent places.
4. The photocopier machines, scanners, and multi-functional printers are available in the examination substantial room and administrative office.
5. The seminar hall is digitally equipped with a mike, sound boxes, computer system, internet connectivity, and LCD projector.
6. During the Covid-19, the Online Classes are conducted through Zoom, Google Meet, Microsoft Team, and Google Classroom.

Use of ICT by the teachers:

1. PowerPoint presentations: The teachers are encouraged to use power-point presentations in their teaching by using an LCD projector.
2. Digitally Connect: The seminar and Conference room are digitally equipped, where guest lectures and expert talks are regularly organized for students.
3. Online quiz: The teachers prepare online quizzes for students after completing their curriculum with the help of Google Forms.
4. Video Conferencing: The students are counseled with the help of Zoom Google Meet applications.

5. Video lecture: Recording of video lectures is made available to the students for long term learning and future referencing

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

**Response:** 39:1

**2.3.3.1 Number of mentors**

Response: 11

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
Mentor/mentee ratio	<a href="#">View Document</a>

**2.4 Teacher Profile and Quality**

**2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years**

**Response:** 100

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

**Response:** 2.05

**2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	1	0	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

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

**Response:** 23.18

#### 2.4.3.1 Total experience of full-time teachers

Response: 255

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

Response:

The college follows affiliating university guidelines regarding the Mechanism of internal assessment, and it is transparent, robust, and frequently updated. The affiliating university was prescribed an annual examination pattern for the B. A. & B. Com programs from 2016-17 to 2018-19. Then, the Choice Based Examination System has introduced from the year 2019-20 for first-year B. A. & B. Com classes, and subsequently, it has applicable to second-year B. A. & B. Com in the year 2020-21, and third-year B. A. & B. Com from the year 2021-22. The annual examination pattern included Term End Examination for 20 marks and Annual Examination for 80 effects.

On behalf of the university, the college organized the Term End Examination. The subject teachers set the question paper to 60 marks for two hours. The Term End Examination was conducted once a year by the end of the first term. The passing term-end examination was made compulsory, and students must earn a minimum of 8 marks in their subject. The term-end examination marks were sent to the university.

By the end of the second term affiliating university conducted an annual examination of 80 marks for each subject. The affiliating university conducts central assessment programs and declares examination results as per the schedules.

The affiliating university frequently up-dates the examination mechanism in terms of transparency and robustness. Since 2019-20, the university has introduced a Choice Based Credit System (CBCS), there is a provision for internal and external examinations. The college conducts the internal examination on behalf of the university, and assessment results are sent to the university.

The college takes the following initiatives regarding the internal assessment of the students.

1. The entire Mechanism is widely published among the students through their meetings, notifications in the prospectus, display on notice boards, and the college website.
2. The dates of each internal examination for each semester are communicated to the students through SMS, email, WhatsApp, and Google classroom.
3. The timetable, internal evaluation, and assessment methods have informed the students and oriented them through the sessions.
4. The student's attendance and participation records are meticulously reviewed.
5. The heads of departments and the teachers are ensured that question papers are made up according to university guidelines and rules.
6. Within a week, the results of all internal assessments are announced, and model responses to the test are discussed with students.
7. Any issues, grievances, or objections about the results of the internal evaluations, the students are provided with convenient opportunities.
8. The students' performance is reliably evaluated.

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

#### **Response:**

Response:

The college follows the rules and regulations laid down by the affiliating university regarding the Mechanism to deal with internal examination-related grievances is transparent, time-bound, and efficient. The Examination Committee constituted for smooth conduct of the internal examination has decided rules regarding the students' grievances settlements. The Mechanism adopted in this respect is mentioned below.

#### **A) The college-level Grievances Settlement Mechanism:**

Every teacher is responsible for overseeing the evaluation process at the college level, and new changes to the evaluation should be brought to the notice of the students at the beginning of the academic year. The students are informed of any modifications by their class teachers. The College Examination Officer is readily available to the students' to dissolve their complaints.

#### **B) The University level Grievances Settlement Mechanism:**

The students can request a photocopy of their answer sheet for University examinations. Revaluation of answer booklets can be requested from the University's Controller of Examinations if the student shows the hardcopy to the course instructor, discusses their concerns, and seeks assistance. It is governed by these rules that university exams are administered, and answer papers are evaluated.

C) The SPPU Ordinances of Savitribai Phule Pune University, Pune. The college examination committee (CEC) supports the Principal in implementing evaluation improvements in a timely and effective manner and ensuring that University examinations are conducted orderly. The CEC meets regularly to address students' concerns about evaluation objectively and effectively.

Grievance Redress in evaluation is handled as follows:

- 1.The student complaints about paper marks are submitted to the university by the college in a stipulated form.
- 2.Re-evaluating and verifying an answer sheet is an option for students who have studied the answer sheets.
- 3.It is sent to the university by the college. Within 30 days of applying for revaluation, the college will notify the applicant of the outcome.
- 4.The students who fail to show up for the exam may have their marks recalculated, provided the college sends a copy of their attendance sheet to the university.
5. When there are issues with online examination forms or hall tickets, the college examination officer communicates with the university to fix them quickly.
- 6.The university's CEO reports any complaints about the question paper to the university, and the institution's decision is instantly communicated to the student.
- 7.The first-year B. A. & B. Com. The respective subject teachers assess university examinations' answer booklets at the college level. If necessary, moderation work is to be done as per university norms. The following is how these types of complaints are addressed:
- 8.As a student, they will need to talk to College Examination Officer.
- 9.The students must apply to the College Examination Officer.
- 10.Each department's head and teacher will meet with the College Examination Officer to discuss the issues.

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

#### Response:

Response:

The Savitribai Phule Pune University has established the Programme Outcomes (PO), Course Outcomes (CO) Programme specific outcomes (PSO) for each program and course, which clearly states the objectives and outcomes. Program outcomes and course outcomes for all Programmes offered by the college are stated and displayed on the notice boards and communicated to the teachers and the students through the prospectus notices. Website, Class Rooms, Student Induction Programs, Meeting with employers, Parent meets, Teaching staff Meetings, Alumni Meetings, and Library Committee Meetings.

The respective teachers motivate the students toward course outcomes throughout the program. While addressing the students, the Heads of Departments create awareness of POs, PSOs, and COs. The subject teacher, class guardians, mentors, Faculty In-charge, and Examination Officer also inform the students, create awareness, and emphasize the need to attain the outcomes.

Program-specific Outcomes (PSOs) are the specific skill requirements and accomplishments to be fulfilled by the students at a micro-level. Program Outcomes (POs) are broad statements that describe the professional achievements of the students at the time they complete the program. Course outcomes (COs)

are direct statements that describe the essential and enduring disciplinary knowledge, abilities that students should possess, and the expected depth of learning upon completion of a course.

The college deputed teachers for workshops, seminars, conferences, and FDPs to enrich them to attain the outcomes. Learning outcomes form an integral part of the college's vision, mission, and objectives.

### **2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**

#### **Response:**

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

#### **Response:**

The college has affiliated with the Savitribai Phule Pune University, Pune, and offers undergraduate programs and courses under the Faculty of Arts and Commerce. The affiliating university has designed the curriculum for these programs and courses. By way of classroom discussion and notice boards, make students aware of program outcomes, specific program outcomes, and course results.

#### **Course Outcomes and Assessment Process:**

1. The attainment of course outcomes is assessed with the help of direct and indirect assessment methods.
2. Internal examinations are a direct assessment tool.
3. The assessment is periodically done, covering all course outcomes.
4. The assessment is done in a semester, covering one or two-course outcomes in each examination, and at the end of the semester, all course outcomes are tested.
5. The questions are framed according to course outcomes, and the result is analyzed.
6. Course end examination is considered an indirect assessment tool for assessing Course Outcomes.
7. The analysis is interpreted to find the level of attainment of COs and compared with pre-defined targets.
8. The average results of CO attainment of all the courses in a semester mapping to a particular PO are compared with the pre-defined target of PO.
9. Program Outcomes and Program Specific Outcomes are mapped to Course Outcomes. A performance criterion is set for all the COs.

The results of university examinations are used to compute CO attainments. The college level determines the attainment levels, then forwarded to IQAC via the Internal Examination Committee. To calculate each CO's achievement level, the following formula is used:

Weight	Benchmark
1	Number of students securing below 35%
2	Number of students securing above 36 to 45 %
3	Number of students securing above 46 to 60 %

4 Number of students securing 61% and above %

### 2.6.3 Average pass percentage of Students during last five years

Response: 67.18

#### 2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
119	96	64	35	10

#### 2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
151	118	73	54	43

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

#### 3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

##### 3.1.2.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

##### 3.1.2.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
8	8	8	8	8

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

**3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years**

**Response: 2**

**3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**3.2 Research Publications and Awards**

**3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years**

**Response: 0**

**3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

**Response: 0**

**3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.3 Extension Activities

**3.3.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.**

**Response:**

3.3.1. Extension activities are carried out in the neighborhood community, sensitizing students to social issues for their holistic development and impact thereof during the last five years.

Response:

The college has affiliated with Savitribai Phule Pune University, Pune, and the university has sanctioned one NSS unit of fifty volunteers to the college. Through the NSS unit, extension activities have been carried out in the neighborhood community, sensitizing the students toward social issues for their learning, gaining knowledge, and holistic development.

The majority of the non-NSS students participated in the extension and outreach activities.

The NSS volunteers and non-NSS students were undertaken following activities during the assessment period.

1. Tree plantation drive.
2. Swachh Bharat Mission
3. International Yoga Day
4. Road Safety
5. National Youth Day
6. Dealing with Gender Equality
7. Save the earth

8. Save Water
9. Save the Electricity
10. Birth and Death Anniversaries of the Indian Icons.
11. Women International Day
12. Seven Day NSS Special Camp
13. Cleanliness Drive.
14. Helmet Awareness Week Celebration
15. Blood Donation
16. Traffic Rule Awareness Program
17. Edu-Socio Connect Program
18. Teacher's Day Celebration
19. Gender Equity Program
20. Police Friend Program
21. Social Awareness Program during Covid-19
22. Fundraising activities for flood-affected people
23. Save the Girl Child
24. Protect the Environment
- 25 Campaign on Control the pollution
26. Protests against criminal attack
27. Common diseases,
28. Social Awareness program during Covid-19
29. Stay at home, take care, and stay safe.
30. Wash the hands frequently with the sanitizers.
31. Maintain social distance in public places.

32. Wear the face mask

33. Help the needy and Covid-19 affected families.

34. Provide necessary help to senior citizens.

**3.3.2 Number of awards and recognitions received for extension activities from government/  
government recognised bodies during the last five years**

**Response:** 0

**3.3.2.1 Total number of awards and recognition received for extension activities from Government/  
Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description**

**Document**

Institutional data in prescribed format

[View Document](#)

**3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC,  
Government and Government recognised bodies during the last five years**

**Response:** 111

**3.3.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC,  
Government and Government recognised bodies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
7	26	26	26	26

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

**Response:** 512.1

#### 3.3.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
740	1999	1999	2120	2078

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

## 3.4 Collaboration

### 3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

**Response:** 0

#### 3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**

**Response: 0**

**3.4.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

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

**Response:**

Response:

The college has been built on a sprawling & green campus of 2.00 acres of land nearest the Kukadi riverside and tries to maintain a natural and ecological balance. The college has spacious, producing an impressive infrastructure suitable for effective delivery of the curriculum offered by the college, including an adequate infrastructural facility that meets the norms of regulating bodies and satisfies functional needs. The college has spacious classrooms. They are well furnished, light, airy, and equipped with LCD projectors for interactive learning and LCD facility. The seminar Hall, with 150 seats, is used for a seminar, workshops, conferences, recruitment drives, etc. Laboratory equipment is as per the syllabus requirement.

The college administrators want to continually improve the learning environment for the students by providing facilities that are comparable to other colleges in the vicinity. With this policy, the college can be flexible and adaptable to serve our students better, ensuring that we are always meeting their needs.

The details of the available infrastructural facilities are given below.

Sr. No.	Facility	Quantity
1	Classroom	15
2	Classroom with ICT	02
3	Computer laboratory	01
4	Seminar Hall with ICT	01
5	Central Library	01
6	Reading Room	01
7	Faculty room	01
8	Principal room with all facilities	01
9	Common rooms for girls and boys	02
10	Washrooms	Adequate as compare to the stu strength
11	Pure Drinking Water System	01

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

**Response:**

Response:

The college has adequately provided cultural, sports, gymnasium, yoga center, and playfields activities. The students are utilizing these facilities for their daily practice under the guidance of expert coaches.

For the conduct of cultural events, an open-air theatre is built. The theatre is open to the sky, but an awning could be drawn over the audience to protect against sunlight and rain. It has a stage well adapted for debates, public functions, annual social gatherings, flag hoisting at the time of Republic Day, and Independence Da, where the audience's imagination could be stimulated.

The performance in cultural activities has been outstanding in the last five years. The students participate in different events like mimicry. Folks dance, one-act plays, and street plays in youth festivals organized at various places by the affiliated colleges. The college has realized that cultural activities are not only to entertain skills, but they can provide ample career opportunities and an effective tool for community awareness.

The college has its playground on the college campus and grooms the students in the sports activities. The vacant portion of the campus is utilized as grounds for Kabaddi, Volleyball, Kho-Kho, Cricket, Football, volleyball, and handball; the boys and girls can be played separately. The Multi-purpose Hall is used to play indoor games such as Table Tennis, Wrestling, Chess, and Carom. The students have been represented in the inter-collegiate, inter-group, and university-level events.

The college provides traveling allowance and dearness allowance to the athletes and players to participate in the sports activities.

Yoga, Health, and Hygiene classes are conducted, and experts are invited for the training purpose.

**4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**Response:** 13.33

**4.1.3.1 Number of classrooms and seminar halls with ICT facilities**

Response: 2

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**Response:** 114.82

**4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
29.53	37.22	24.19	11.70	10.76

File Description	Document
Upload audited utilization statements	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

**Response:**

Response:

1. The college has a library, and a qualified librarian has been appointed.
2. The Library is opened at 9.30 am and closed at 3.30 pm every day.
3. The book issuing and receiving activities are done every day.
4. There is an Open Access Catalogue for the students and teachers.
5. The reading room is well furnished to accommodate 40 students at a time and provides a conducive environment for study.
6. The reading room is open during the examination period from 8.30 am to 9.30 pm.
7. Books exhibition is organized every year, and librarian and students take the initiative for the grand success of the book exhibition.
8. The reference section is available in the Library for students and teachers.

9. A visitor's book is maintained for the students and teachers. They sign on to the visitor book and note the entry and exit time.
10. New arrivals of books and journals are displayed on separate stands and racks.
11. The CCTV surveillance system is installed in the Library for security and safety purposes.
12. One separate computer is made available in the main Library for the OPAC facility.
13. The Library subscribes to e-journals and Periodicals.
14. The issue and return of books have been activated with the software.
15. Facilities are available in the Library like a printer, scanner, Bar Code Printer, Bar Code Scanner, Photocopy Machine, Internet

#### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

#### 4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

**Response:** 0

##### 4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0.00239	0.00198	0.0024	0.0008

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

#### 4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year

**Response:** 11.36

##### 4.2.4.1 Number of teachers and students using library per day over last one year

**Response:** 50

### 4.3 IT Infrastructure

#### 4.3.1 Institution frequently updates its IT facilities including Wi-Fi

**Response:**

**Response:**

- 1.The college plans and strategies for deploying and upgrading the IT facilities and associated facilities.
- 2.The rapid progress in technology has resulted in upgraded computer software annually.
- 3.The college makes provision in the annual budget for updating its computer system.
- 4.The college intends to upgrade PCs with the latest configuration available.
- 5.The college intends to provide LCD projectors with internet connectivity in the classrooms to facilitate an effective teaching-learning process.
- 6.A computer facility is provided in the Library for using the E-resources.
- 7.Smartboards with LCD projectors and internet connectivity are provided in the Laboratory.
- 8.The college has adequate IT facilities for strengthening the teaching and learning process.
- 9.The computer lab is equipped with required software and antivirus computers, and UPS powers the computer lab to ensure uninterrupted usage.
- 10.The college has a broadband connection and 20 Mbps to provide a high-quality network speed.
- 11.LCD projectors are available to provide effective teaching for the student. The teachers use PowerPoint presentations, videos, etc., to enhance the teaching-learning process.
- 12.Scanners, printers, and Xerox facility is available, and teachers make use for the benefit of students.
- 13.The students are encouraged to use IT infrastructure in the best possible way to augment their learning and hone their IT skills which is a must in today's environment.
- 14.The college has installed CCTV on the campus to ensure the security and safety of people and property.

15.The computers, peripherals, and related equipment and accessories are regularly updated and replaced to meet the increasing demand of the teaching-learning process.

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 31:1

File Description	Document
Student – computer ratio	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution

**Response:** D. 5 MBPS – 10 MBPS

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

**Response:** 48.24

##### 4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
16.58	14.13	14.96	3.12	2.18

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

**Response:**

Response:

1.To create a healthy environment for excellent delivery of the learning process, the physical environment has to be kept in good condition.

2. The classrooms are cleaned regularly, and persons are earmarked for this purpose.
3. The lab has an attendant who regularly keeps all the inclusive furniture equipment and cleans.
4. The college has well-established systems to attend to all types of infrastructure.
5. The HODs conduct a parallel meetings with their respective department colleagues.
6. Generally, the college conducts the meets at the beginning of the Team/Semester and announces the maintenance policy to the teaching and non-teaching staff.
7. The head of the departments makes a detailed checklist of the items that require maintenance.
8. The items include lighting, paintings, LCD, Xerox, and Lab. Equipment, Boards, Fans, Water-Supply, ups, and other teaching aids are repaired by the agencies appointed.
9. Some of the supportive staff who the college appoints are also trained in electrical, plumping work to meet any immediate emergencies.
10. Similar is the case with other rooms and halls and corridors etc.
11. The maintenance of equipment, furniture, and fixtures is outsourced to agencies/persons who do regular check-ups as preventive and breakdown maintenance.
12. The library is kept dust-free, and also books are well maintained. The old books used are sent for binding at the end of the year.
13. The indoor sports equipment is well maintained and replenished when worn out or lost.

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 21.44

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
224	145	149	0	0

#### File Description

#### Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Institutional data in prescribed format

[View Document](#)

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

#### 5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

**Response:** 62.66

##### 5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
315	295	308	205	135

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** C. 2 of the above

## 5.2 Student Progression

#### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 0

##### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 35.58

#### 5.2.2.1 Number of outgoing student progressing to higher education.

Response: 58

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

#### 5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response:** 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

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

**Response:**

Response:

The college performs its daily work by adopting democratic and participatory principles, adheres to all the norms set by the regulating and facilitating bodies regarding the nomination of students on various college committees, and ensures their active participation.

In the latest statute of the SPPU, an alumnus has to be a member of the College Development Committee. A student has to be a member of IQAC as per the directives of NAAC. This college

The college has Student Council. Students of each class elect class representatives, and class representative elects the members of the Student Council. The Student Council consists of a President, Vice-President, and Secretary.

The college constitutes internal committees for the smooth conduct of the college activities.

Sports committee- The Sports Committee is headed by the Director of Physical Education. The committee organizes Annual Sports Meet. Student representatives from senior classes are actively involved in the committee planning and executing all the indoor and outdoor competitions.

Cultural committee- The Cultural activities are planned by the Cultural committee every year. It involves interclass cultural competitions and cultural programs conducted during college celebrations like College Day, Graduation Day, etc. The Cultural committee members include faculty members and the student cultural secretary. The committee identifies students good at cultural programs and trains them for college activities and inter-college cultural fests. Intercollege cultural activities/competitions involve student representatives and class monitors.

College fests and celebrations- Committees are formed for all college celebrations involving faculty members and one or two student representatives. National festivals include NSS students and Student Council members. Celebrations like Teachers' Day, Investiture Ceremony, College Day, Graduation Day, etc., involve class representatives and committee members.

Grievance Redressal committee: - Grievance Cell addresses all kinds of grievances of the students. The cell addresses the grievances related to examinations, infrastructure, harassment, ragging, etc. Suggestion Boxes are placed in the college at a prominent location, and the suggestions given by students are implemented if possible/necessary. Some grievances are directly brought to the Principal's notice or the committee members, the student president, and other student office bearers of the college. Thus the committee, directly and indirectly, involves students in the college's administration.

Feedback- Students are given feedback forms every year to assess the teachers, and teachers are given suggestions to improve or adapt their teaching methodologies to the student's needs. Thus involving them in the administration process.

Various committees- Student representatives are involved in all college committees, including the Women's Cell, Anti-Ragging Cell, Commerce Club, and Anti-Sexual Harassment Cell.

### **5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**Response:** 0

#### **5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 5.4 Alumni Engagement

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

**Response:**

Response:

1. The college has a non-registered Alumni Association, and the registration process is underway.
2. The alumni help the college in the following ways:
3. The Alumni come as guest lecturers, share their experiences, and motivate the students.
4. They help identify guest lecturers and resource persons for workshops, seminars, and visiting lectures.
5. They help in the placement of the students in their organization or through their contacts in other organizations.
6. They help in organizing industrial tours and arranging internships for the students.
7. They give opportunities to students to do projects in their organizations and provide references for the same through their network.
8. The Alumni Association plays an essential role in the following activities:
9. From the college point of view, the most critical function of the Alumni Association seems to be to fund rising
10. Alumni Association helps in placement activities, Internship and Externship Opportunities, Community service programs involving both alumni and students, and held with admissions.
11. Alumni Association encourages and motivates the students to high performance in Sports, NSS, and academics by giving away Prizes.
12. Association Organizes Alumni meets to plan its future course of action regarding contribution to Industrial and Infrastructural development.

### 5.4.2 Alumni contribution during the last five years (INR in lakhs)

**Response:** E. <1 Lakhs

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Response:**

Response:

The vision of the college:

Perceiving qualitative higher education as the medium of bridging the gap between the rapidly developing towns and the most underdeveloped villages and the hamlets of Junnar Taluka, we visualize inculcating small –skill-based and knowledge-based educational values to promote vocational competence, intellectual abilities, humanistic values, and social awareness by adopting changing concepts used in modern educational systems.

The mission of the college:

"Our mission is to lead the socially and economically backward inhabitants of the hilly and tribal villages of Junnar taluka and Bori area from the darkness of ignorance to the light of knowledge, wisdom, sagacity, and human values. Education is not perceived as an end in itself but as a means and device to develop the best head, hand, and heart qualities. We aim to provide the students with the best possible facilities to develop their communicative competence, vocational skills, and confidence to face the rapid changes and challenges."

To transform attitudes, values, and priorities by changing mindsets rejuvenating our learners and infusing positive energy to take on life's challenges.

To empower learners by providing quality education coupled with leadership and professional skills.

The college addresses the needs of society and students by imparting quality education through Teaching-Learning, Evaluation process, and Extension Activities.

The college creates awareness of human rights, cultural heritage, Scientific temper, and concern for ecology through Workshops, Seminars, and Guest Lectures.

Project Work, Study Tours, and Visit Laboratories and industries to develop Knowledge Capital among students.

Curriculum and Co-curricular activities develop leadership qualities and help in the holistic development of the students.

Skill Development Courses empower the students to face local and global challenges.

The establishment of IQAC ensures quality education in the college.

Mentoring system discovers the weakness and strengths of the students.

Learning Recourses like smart boards, computers, and internet use develop technical skills among the students.

Students' Presentations of papers, posters, and publications of articles in journals develop confidence among them.

NSS and Sports help students teach values like sharing and caring, empathy, the dignity of labour and harmony, and preservation of monuments.

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

#### **Response:**

Response:

The trust, registered with the charity commissioner of Pune, has established the college. The authorities of the registered trust and the college principal run the college and monitor its day-to-day curricular, co-curricular, and extra-curricular activities. The principal is a responsible authority to grow the college vertically and horizontally. For smoothly functioning of the college principal has constituted internal committees as per the Government of Maharashtra, UGC, and Affiliating University guidelines. The principal monitors the academic and non-academic activities performed by the committees.

The college follows democratic principles and delegates the power and authority to the committees and head of the Departments. Their details are given below.

The Principal delegates authority to the Heads of Departments to conduct the departmental activities such as allocating the work-load, subject allocation, internal examination, evaluation of answer sheets, and the recommendation for purchasing library books.

The college constitutes various committees at the beginning of the academic year, and the principal meets the faculty members periodically to consider the activities planned in a given academic year.

The principal and IQAC coordinator monitor the overall progress of the different committees and render suggestions from time to time.

The principal pursues the recommendations and is forwarded to the management for necessary action and implementation.

For decentralization and participative management at various levels, the principal delegates the authority and responsibility to the HODs and HODs further delegates the power to the respective faculty as required.

All functional committees are given authority to conduct the activities independently, and the management provides resources.

The administrative work is delegated to the office superintendent.

It is an essential step in aligning the college's activities with the Institutional Vision and Mission.

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

Response:

The college has a self-financed institute. The Government of Maharashtra, UGC, and other Funding agencies are not providing financial assistance to pay salary and non-salary expenditures incurred by the college. The college collects fees from the students as decided by the affiliating university. The college performs its academic work in remote and rural areas. The students are coming to the college from the site. Their financial condition is not sound, and they cannot pay prescribed admission fees due to their economic inabilities. The students coming from good economic conditions families cannot pay entire admission fees at the time of admission. They requested the college authority and demanded to grant two/or three installments to pay admission fees.

By considering present situational pros and cons, the college authorities prepare their budgets and estimates before the commencement of the academic year. Accordingly, they perform the educational activities of the college. The college Strategic/ perspective plan is effectively deployed, and strategic Planning is given below.

The college develops plans to comply with the broad guidelines issued by the parent University and the government from time to time for the successful conduct of the academic program. The College Development Committee is the supreme planning body that discusses and develops college plans to match the university and governments. The following things are considered for inclusion in the perspective/ strategic development plan.

1. Growth in terms of academic programs that focus on skill-based education.
2. Promote extensive use of ICT in all academic and administrative activities.
3. Automation of library services and digitization of rare books.
4. Upgrading the physical infrastructure in terms of modification, repairs, and maintenance of laboratory, working tables, and shortage facilities in the classrooms and library for the students.
5. Strengthening the computer laboratory by purchasing new computers and ICT facilities.
6. Focusing on Training Programs like English Communication Skills, MS- Office, Tally, Entrepreneurship Skills, Commodity Markets, and Share Market to enhance the students' employability skills.
7. Development in Sports facilities.

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

**Response:**

Response:

The college has constituted several internal committees as per the UGC norms. The objectives and operational policies have been decided before the function of the particular committee. During the assessment period mentioned, committees' roles are enumerated as follows.

Sr. No.	Name of the Committee	Resolution	Implementation / Decision
1	IQAC	<p>Resolved to get college accredited from the NAAC.</p> <p>To apply for IIQA</p> <p>To prepare SSR</p> <p>To make awareness regarding DVV</p> <p>To create awareness regarding SSS</p> <p>To motivate the students to create their e-mails and share them with the college.</p> <p>To prepare for Peer Team Visit.</p> <p>To upload several documents on the college website.</p>	<p>The IQAC has been constituted, and the IQAC, the decided activities performed. The IIQA has submitted to NAAC, and an accepted reply from NAAC was received.</p> <p>Preparation of SSR and Document is in progress.</p> <p>The faculty members have motivated students to create their e-mail IDs with the college.</p> <p>Other remaining work is in progress. Faculty members are doing the work under the guidance of the principal</p>
2	CDC Meeting	<p>Confirmation of the minutes of the last meeting.</p> <p>Approval of the Budget Estimates of the college.</p> <p>Approval of the recruitment of teaching and non-teaching staff.</p> <p>Approval of the new courses and programs to be taught in the college.</p> <p>Approval of curriculum, co-curriculum, and extra-curriculum activities.</p>	<p>The College Development Committee is the college's apex body and was formed under the Maharashtra Public Universities Act, 1974.</p> <p>The CDC has the absolute power to manage the college.</p> <p>Under the control of the CDC, the college performs its day-to-day routine work.</p>

		Approval of fees concessions to the deserving and needy students.	
		Sanction scholarships to the meritorious students	
3	Set up Alumni Association	CDC has suggested establishing Alumni Association	As per the CDC, the Alumni registration process is going on.
4	Bio-metric punching machines	CDC has suggested installing Bio-Metric Punching Machine for daily e-attendance.	As per CDC Bio-Metric, Punching Machine has been installed and used for attendance of the teaching and non-teaching staff.
5	CCTV camera	CDC has suggested installing a CCTV surveillance system	As per the guidelines of the CDC, CCTV surveillance has been installed.
6	Issuing Identity Card for Students	CDC has suggested providing Identity cards to the students	As per the guidelines of the CDC, Identity cards have been issued to the students and employees of the college.
7	Staff Academy	CDC has suggested constituting Staff Academy and arranging programs to benefit the students and staff.	As per the guidelines of CDC, Staff Academy programs were arranged for the benefit of students and employees.

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

**Response:**

Response:

The college is affiliated with a public university. It has a compulsion on the college to fulfill all the norms, rules, and regulations of the affiliating university and the Government of Maharashtra. The Government of

Maharashtra has lifted the ban on teaching and non-teaching staff recruitment. They permit the appointment of staff on an ad-hoc basis for one year. The staff appointed on an ad-hoc basis are not eligible to receive the benefits decided by the Government. After fulfilling the Government norms, they get the benefits sanctioned by the Government.

The teaching and non-teaching staff appointed on an ad-hoc basis get the following welfare benefits from the college.

1. They get a salary as per the government rules.
2. They get Group Life Insurance for teaching and non-teaching staff.
3. They get in an emergency, advance from the college.
4. They get free computer awareness training from the college.
5. Felicitation by the management for achievements of the employees.
6. Teaching and non-teaching staff are sent for various workshops and conferences. The college borne T A and D A expenses.
7. Provident fund as per rules, and loan facility thereon.
8. Medical Leaves/ Casual Leaves/ Compensatory Off facility.
9. However, the non-teaching staff gets an ex-gratia payment equal to their one-month pay during the Diwali festival.

**6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.**

**Response:** 0

**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

**Response:** 0

**6.3.3.1 Total number of professional development /administrative training Programmes organized**

**by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

**Response:** 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:**

Response:

The college has an affiliated institute and comes under UGC norms. Therefore, the college follows the Performance-Based Assessment System (PBAS)of UGC as prescribed in its regulation of June 2009. Savitribai Phule Pune University has developed its ‘Academic Performance Indicators (API) based on the performance Based Assessment System designed by the UGC.

The API is divided into three categories:

Category I: Teaching, Learning, and Evaluation related activities.

Category II: Co-curricular, Extension, and Professional Development related activities, and

Category III: Research, Publications, and Academic contributions: No maximum score is defined at the beginning of the academic year. Every teacher submits his/ her duly filled PBAS+API and supporting documents to the IQAC. The IQAC cell scrutinizes and assigns scores under various categories. The scores are compiled and submitted to the University authorities at the time of validation under the advanced Career Scheme. (CAS)

The college IQAC addresses all the issues related to the appraisal of the staff and regularly evaluates it, and then forwards it to the University Authorities for final validation of API scores.

The college was established in 2006 with Arts and Commerce streams. After three years of college became a full-fledged institute. Students' strength was insufficient in the beginning phases because the full-time workload was unavailable in several subjects. The Government of Maharashtra has lifted the ban on teaching and non-teaching staff recruitment. The full-time permanent teaching and non-teaching staff have been appointed too late. Till today they are not acquired basic eligibility for the career advancement scheme.

The college has appointed a qualified principal through the appropriate selection committee constituted by the affiliating university. For the appointment of the principal, the PBAS+API of all the candidates were got checked by the university authorities. A qualified principal has been appointed to the college.

## 6.4 Financial Management and Resource Mobilization

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

#### Response:

Response:

The college runs by a charitable trust; therefore, it must maintain several financial statements and books of accounts. The college has classified in the category of non-trading organizations. Consequently, the college prepares A) Receipts and Payments Accounts or Incomes and Expenditures Accounts as per the choice of the Chartered Accountant Firm, B) Balance Sheet as on the year-end.

The college maintains a Cash Book, Ledger Accounts, Vouchers of Payments, cheque register for issuing and receiving cheques, fees register, monthly salary payment sheet, and month-wise non-salary payments sheets and vouchers.

The senior person from the non-teaching staff prepares accounting documents and statements. The principal controls all the functions of the college's cash receipts and cash payments.

The principal assigns duty to another non-teaching employee to conduct an internal audit once a quarter. The person designated for the internal audit submits his report to the principal. If the information submitted

by the internal auditor has specific objections, then the principal monitors the objections and finds out the solutions with the help of the account-keeping person.

The college conducts internal and external financial audits regularly. The college has a well-formulated monetary policy for generating resources and utilization. The college has Specific norms and rules for utilizing funds and grants aligned with the rules laid down by the government. The accounts are checked regularly. Stock registers have also been maintained and audited by the management of the college internally.

The external audit is carried out with the help of the Chartered Accountant firm; the management has made their appointment of the college. They submit audit reports and audited financial statements to the college authorities. Necessary compliance is done by the college management from time to time as and when required.

#### **6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)**

**Response:** 0

##### **6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:**

Response:

The college is functioning its academic activities on a self-financed basis and working under the control and supervision of Sitarang Charitable Society. Society has a systematic policy for mobilizing funds and ensuring the optimal utilization of resources, ensuring that the budget is prepared in advance every year

after considering the requirements. The financial resources and needs of the college are taken into account while preparing and presenting the annual budget to the Sitarang Charitable Society. The Accounting Department reviews the Income and Expenditure well in advance every year. It is expected that every year the department should provide a list of requirements such as equipment, computers, books, stationery items, etc., required for the next academic year. The budget estimates are reviewed by College Development Committee, which approves the same after necessary changes. Sitarang Charitable Society makes a provision for advance funds whenever needed. The trustees and the Principal are generating/managing the financial resources effectively.

The College Development Committee decides priorities while allocating monetary funds to the academic departments. The College Development Committee studies the annual incomes and expenditures, scrutinizes the budget, and provides feedback for the effective use of financial resources. The primary source of funds is the admission fees from the students.

Mobilization of Resources:

Fee Collections:

According to Savitribai Phule Pune University's principles and guidelines, the college collects admission fees from the students.

Term Loan from the Banks:

Sitarang Charitable Society takes loans from Banks with the decreased pace of revenue by keeping up with the liquidity.

Corpus Donation of Trust and Trust Contribution:

The college is working under the Sitarang Charitable Society, and the Trust gets corpus donations from well-wishers and corporates.

## 6.5 Internal Quality Assurance System

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

**Response:**

Response:

The college faces NAAC for cycle one and established IQAC in the college very recently. The established IQAC has adopted several policies and implemented the following quality measures in the college.

The IQAC collects reports from all the departments and committees of the college.

The IQAC plays an essential role in helping the college administration make appropriate decisions when required.

The IQAC is established to focus on functioning towards quality enhancement and facilitating quality culture.

The IQAC monitors the various activities like the admission process, preparation of work plans, examination process, and co-curricular and extra-curricular activities.

The IQAC organizes Seminars, Conferences, Workshop, NSS Camps, and Sports activities to develop a sense of responsibility among students.

Every student is offered an equal opportunity to participate in academic and other activities that bring the talent and hidden talent and abilities to the foremost.

The IQAC has been working successfully and the staff taking care of the subjects sets one up question paper for each issue and hands over something very similar to the assessment cell, assessment cell apportions the invigilators and the invigilators overall are from various divisions

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

Response:

The principal delegates their powers and authorities to the IQAC, the head of the departments, and internal committees; through this system, they enhance the college's quality.

The college has a systematic method to review its teaching-learning and evaluation process. The IQAC has constituted in the college, and it monitors the entire curricular, non-curricular, and extra-curricular activities.

Heads of the Departments: The head of the departments manages the entire work of their departments. They conduct their departmental colleagues' periodical meetings and implement the plans and policies decided by the college.

Examination Committee: The committee monitors the Continuous Internal Evaluation process and External

University Examinations. The committee tries to conduct all examinations smoothly and friendly environment.

Tours and Field Visit Committee: The committee prepares plans before the actual commencement of the lectures. Field visits, project work, and industrial visits are organized as per the curriculum requirement.

Time-Table Committee: The Time-Table Committee prepares the master time-table of the college. The committee also prepared the college's academic calendar, in tune with the affiliating university's academic calendar.

#### OUTCOMES:

To focus on the completion of the curricula on time

To increase the daily attendance of the students.

To improve the examination results of the students.

To provide experiential learning through the field visit and project work.

To identify the slow and advanced learners.

To arrange remedial coaching and bridge courses for the slow learners.

To motivate the advanced learners for their participation in the extra-curriculum activities.

To introduce ICT-enabled teaching pedagogy in the college.

#### 6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**Response:** D. 1 of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

NAAC

## Criterion 7 - 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 last five years.

##### Response:

Response:

1. Safety and Security
2. Counselling
3. Common Room

The college has a co-educational institute, and almost 50 % of girl students are admitted every year. The college is touchy towards orientation correspondence of its students and consistently attempts to make various offices accessible. The college tends to be concerned about security and well-being through multiple means.

##### 1. Well-being and Security:

**Safeguarded Campus:** The college ground is wholly fenced, and outsiders are not permitted without authorization.

**CCTV Surveillance:** The CCTV Surveillance system has been installed in the college, and all prominent places are brought under the CCTV system. The recordings are observed in the Principal's office, and the CCTV film reinforcement of 30 days is accessible to the screen.

**Safety faculty:** 24x7 hours of security are provided in the college. Security-related issues are taken care of by security guards and the college discipline committee. Protest confine was introduced to the college and followed up by the Student Grievance Council. A helpline number is given to Marshall, which consistently gathers the ground.

**Welfare Committee:** Under the Board of Student Welfare, different mindfulness programs are organized about Personality Development programs for girl students. Nirbhay Kanya Abhiyan incorporates Self Defense Training, Physical Hygiene, and Emotional Counselling, and so on

**Different Committee:** Women Redressal Cell and Women Anti-sexual Harassment Cell put a separate program for Women Empowerment like HB examination and Rubella Vaccination camps and Complaint box introduced with the coordination of nearby police.

##### 2. Advising:

**Advising Cell:** The Counselling cell resolves the issues related to physiological, enthusiastic, social, and family matters, stress connected with study and fear, and so forth. The college advising cell works under

the direction of the Head Department of Political Science, and its administration is openly accessible to the students and concentrates primarily on girl students.

Guiding Workshops: Student Council sorts out projects of early and passionate directing as a team with the Student Welfare Department under the Nirbhay Kanya Abhiyan. Self-protection studios are sorted out for girl students.

### 3. Common Room:

The college gave separate regular rooms to girl and boy students, and it has a seating limit of 25/30 students each.

### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: B. 3 of the above

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

Solid waste management:

The college has been working towards a paperless office and has minimized paper usage by carrying out most of its functions using computer facilities. The dustbins have been installed in places where biodegradable and non-biodegradable waste are segregated, and the NSS unit conducts awareness programs. The use of plastic is banned, and the campus has been declared a "No Plastic Zone". The Wet and Dry waste Dustbins are kept inside and outside the campus, and the dry & wet waste so collected in these dustbins is shifted to village authorities.

Liquid waste management:

Liquid waste is divided into three main streams, sewage, trade waste, and hazardous liquid waste. Liquid

waste, wastewater, rainwater, and sewage water are sent through pipelines connected to the village panchayat sewage pipelines

Biomedical waste management:

The all-out strong waste gathered on the grounds is 20 Kg/day on a normal, from tree droppings, cups, paper, etc. The waste is isolated at the source by giving separate dustbins to Bio-degradable and Plastic waste. Single-sided pieces of paper are reused for composing and imprinting in all divisions. The office produces less plastic waste (typical 0.1Kg/day). It is gathered and given to the merchant consistently. For additional handling, metal and wood waste are put away and given to approved piece specialists.

E-waste from labs is appropriately gathered and given to the authorized recycler, reused at every possible opportunity, and sold if conceivable. Non-working PCs, screens, and printers are disposed of and rejected on an efficient premise. A few sections helpful for different frameworks are saved aside for some time later. Understudies have likewise bestowed mindfulness regarding E-Waste. Our foundation has a CII E-Waste Collection community, and they gather a lot of E-Waste.

#### **7.1.4 Water conservation facilities available in the Institution:**

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

**Response:** B. 3 of the above

#### **7.1.5 Green campus initiatives include:**

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

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

#### **7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

- 1. Green audit**

2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

**Response:** C. 2 of the above

#### **7.1.7 The Institution has disabled-friendly, barrier free environment**

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

**Response:** C. 2 of the above

#### **7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

Response:

The organization has faith inequity in all societies and customs, as is evident from how understudies having a place with various standing, religion, locales are contemplating with practically no separation.

However, the organization has an assorted socio-social foundation and different phonetics. The college has no narrow-mindedness towards social, territorial, etymological, expected financial, etc. With extraordinary enthusiasm, the public celebrations, birth commemorations, and dedications of incredible Indian characters like Mahatma Gandhi, Sardar Vallabhbhai Patel, Pandit Jawaharlal Nehru, Dr. Bhimrao Ambedkar, Sarvepalli Radhakrishnan, Lal Bahadur Shastri. On the birth commemoration of Sardar Vallabhbhai Patel on October 31, the organization observes Rashtriya Ekta Diwas (a promise is made by staff and understudies on National Integration Day) consistently.

The organization puts together two days Youth and Cultural festival. NSS of the college takes part in different projects connected with social issues coordinated by various universities.

The third-year college understudies of B.A. and B.Com are expected to finish the undertaking obligatorily. It is a four-credit course that opens the door to the understudies to deal with social issues. Ex: Department of Economics: Projects attempted on Working ladies; Crime rate: An Economic concentrate in Selected taluka, Women in the casual area: A contextual analysis of families in Bori; Department of History: Projects embraced on Women in Junnar Taluka:

Transforming Challenges into Opportunities; Department of Geography: Project embraced on A Comparative Study of Menstrual Hygiene among Tribal Women in the college vicinity. Departments of Geography, History, and political science coordinate Seminar/Conferences/chats on the topic Interdisciplinary International Conference on Regional Cooperation, Workshop on Field Techniques, and Village Survey.

**7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

**Response:**

Response:

The organization sharpens the understudies and the workers to the established commitments about values, privileges, obligations, and obligations. It continually works to sustain them as better country residents through different curricular and extra-curricular exercises.

The college educational plan is outlined with courses like Introduction to Constitution of India, Gandhian Economic Thought, Moral Philosophy, Practical Ethics, Value Education, Reasoning of Human Rights, and Applied Philosophy as a bit of advance to teach protected commitments among the understudies. The branch of Economics likewise outlined a declaration seminar on Legislative Assembly.

The organization raises the banner during public celebrations. It welcomes prominent people to move understudies and staff by advising the characteristics regarding political dissidents and underscoring the obligations furthermore obligations of residents. The college lays out strategies that reflect fundamental beliefs. Code of direct is ready for understudies and staff, and everybody ought to comply with the lead rules. The establishment supports the interest of understudies in Sports and Games and NSS at the Public level.

The college takes pride in raising influential pioneers among the understudies by consistently directing the Student Council's political decisions. The chosen agents are given administration preparation and delegate the obligations of getting sorted out college programs with the help of other understudy volunteers. Staff individuals are interested in the public festivals, and Flag Day also makes vows for the country's reasons.

The organization takes numerous drives like directing mindfulness crusades, arranging direction programs, preparing projects, classes and studios to sharpen what's to come pioneers to acquire human qualities adapting to the protected commitments. Moral Values, freedoms, obligations, and obligations of residents are a portion of the themes enrolled in Address/Debates activities. The establishment has strived forward with incredible work to increment the degree of mindfulness and reasonable practices among the understudies in the accompanying regions:

Crucial Duties and Rights of Indian Citizens: The Faculty of Geography and History has coordinated

different intellectual and co-curricular exercises to spread the Central Duties and Rights of the Indian residents. The understudies have excitedly partaken in other training like courses, gatherings, master talks, banner-making rivalry, and contests on contemporary lawful issues. Legitimate mindfulness camps to grant consciousness of such problems and so on. Blood donation camp, studio on Human rights, Van Mahotsav day, mindfulness on Nutrition and Healthy Eating habits, Extension/local area outreach program to make understudies mindful residents.

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** C. 2 of the above

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

Response:

The college observes National and International days energetically consistently. Republic day is praised each year on the 26 January in the college with extraordinary energy and pride. It was a memorable day when India's constitution came into force on 26 January 1950, finishing the nation's change toward turning into a free republic.

Independence Day is celebrated on 15 August in the college with incredible energy. It was commended on 15 August, recognizing the country's freedom from the United Kingdom on 15 August 1947. It is a day when all staff individuals and understudies give recognition to their chiefs and the people who battled for India's opportunity previously. Other than these two public days, various other public and worldwide days are additionally celebrated in our foundation, so understudies get information about the extraordinary characters in our political, social, social, and logical history, for example, Mahatma Gandhi, Sardar Vallabhbhai Patel and so forth Global Women day is likewise celebrated in the college on 8 March consistently.

The day is utilized to perceive ladies who have made a massive commitment to the headway of their orientation. The day is commended under the support of the ladies' cell. Worldwide Yoga day is additionally celebrated on 21 June consistently in the college. The day brings issues to light and many advantages of rehearsing yoga. It is praised to spread mindfulness regarding the significance and impacts of yoga on the soundness of individuals.

Instructor day is likewise celebrated on 5 September consistently to commend the birth commemoration of Dr. Sarvepalli Radhakrishnan. This day is praised for advancing the qualities and standards of a genuine

educator. On educator's day, understudies perform various exercises like singing rivalry, discourse contest, sonnet recitation, and so on to engage teachers. Students offer gifts to the instructors, and at last, they thank instructors by offering their thanks.

Hindi Diwas is additionally celebrated on 14 September by the Hindi division. On this day, various exercises like singing rivalry, discourse contest, sonnet recitation, and so on are coordinated in the college. The typical birthday of Mahatma Gandhi and Lal Bahadur Shastri on 2 October is recognized as Swachhta Diwas.

The birth commemoration of Sardar Vallabhbhai Patel on 31 October is commended as National Unity Day. It is a day of exceptional event to support and build up the public authority's devotion to protecting and fortifying the country's solidarity, honesty, and security. 26 November is likewise celebrated as National Constitution day to recognize the reception of the constitution of India by the constituent gathering of India. The constitution maker, Dr. B. R. Ambedkar, is recollected on this day. The government of India announced it on 19 November 2015 to celebrate 26 November as constitution day consistently. Along these lines, the understudies are given a valuable chance to know the occasion and battle and penance made to accomplish this through their festival.

## 7.2 Best Practices

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

#### Response:

Response:

Best Practice: One

1. Title of the Practice: The petition is the Best Practice.

2. Objectives of the Practice:

- To make the social propensity among the students.
- To keep up with discipline.
- To keep the brain and the spirit peaceful.
- To pray led each Friday morning to shape the students to give the otherworldly
- To instill moral and moral qualities among the students and foster their conduct.

3. The Context:

An advisory group has been framed to screen the prayer, so individual consideration of the students is supported. The two students and trainers are significant members of the event of the petition. It is directed to give potential open doors to the students to design, pray, assemble, and execute the petition. The college centre on solidarity and group building quality through prayer by the students.

The award champs of different rivalries in sports and social exercises are valued in the prayer gathering for improving their uplifting perspectives. Insight about the week peruses the day to enhance the students' comprehensive knowledge.

#### 4. The Practice:

Each Friday, the prayer meeting is coordinated to work on the nature of training. The prayer committee directs and urges students to plan and lead petitions consistently. Brief quiet is seen to make the petition program office savvy each Friday. A brief silence is seen to make tranquillity, and a feeling of trustworthiness is created. The propensity for perusing is created among the students. The standards of self-restraint and certainty are instilled, the students are educated regarding the everyday exercises, and they are regularized in their scholarly work.

#### 5. Proof of accomplishment:

The petition gathering opens doors for the students to move along with relational abilities and eliminate the stage dread. The petition upholds the students to have quite what's the more intelligent state of mind. Pray creates a feeling of satisfaction in the students, and it ingrains fearlessness. It melds students to have an amicable methodology with neighbors, relatives, and the general public to petition a feeling of harmony. Through supplication, moral, social, and otherworldly values are taught effectively. Via directing the petition office savvy, and daily exercises are finished effectively. Individuals from a petition advisory group will make the students understand their social obligations, make them confident and assist them with moving along with their abilities.

#### 6. Programs experienced and assets required:

Directing the petition to the college ground by keeping the students and staff stand will make medical conditions like leg agony and energy. Unfavorable environmental conditions likewise may influence the students. Consequently, the students remain in shadow, leading the prayer for the most extreme ten to fifteen minutes. If the petition is delayed, make the students sit on the ground.

#### Best Practice: Two

1. Title of the training: Diploma in Yoga and Communicative English.

2. Objectives regarding Yoga: Yoga instruction helps in self-restraint and poise, prompting a tremendous sum of mindfulness, focus, and a more elevated level of cognizance.

1. Yoga further develops pose, builds oxygen admission, and upgrades the whole body framework elements to have excellent well-being.
2. To further develop breath, energy, and imperativeness.
3. To forestall and ease the pressure.
4. To expand the strength of the body.
5. To increment adaptability in all angles.

#### Objectives about Communicative English:

##### I) Listening

1. Take on the course to tune in.
2. Pay attention to discourse and get the theme and central matters.
3. Tune in for data expected for a particular reason.
4. Comprehend and answer suitably to guidance exhortation, solicitation, and caution.
5. Comprehend and decipher unconstrained spoken talk in recognizable circumstances.

#### I) Reading:

1. To peruse quietly at different speeds is contingent upon the motivation behind perusing.
2. To take on various procedures for various sorts of text, both abstract and non-scholarly.
3. Perceive the association of a text.
4. Distinguish the primary concern of a text.
5. Expect and anticipate what will come next in the text.

#### III) Speaking:

1. Talk utilizing proper word pressure, sentence pressure, and sound designs.
2. Describe occasions and episodes genuine or fanciful in an intelligent grouping.
3. Express and contend a perspective plainly and successfully.
4. Pass on messages successfully face to face or by telephone.
5. Take an active part in bunch conversation, showing a capacity to communicate understanding.
6. Present oral reports or rundowns, make declarations, obviously and certainly.

#### IV) Writing:

1. Express thoughts in clear and linguistically correct English are utilizing proper accentuation.
2. Write in style proper for informative purposes.
3. Compose a reasonable portrayal of place, individual, and so forth
4. Thoroughly analyze thoughts and come to results.
5. Sum up or make notes from a given text.
6. Record data were starting with one text type and then onto the next.

#### 3. The Practice of YOGA:

1. In the current setting of struggles emerging among countries, races, networks,
  1. ideological groups, and different sections, each person is stacked with extreme pressure in
  2. The course of their endeavors to defeat the physical and mental difficulties. Accordingly, there is a nonattendance of congruity between psyche and body in a large portion of the people.
  3. Yoga serves as a panacea for every one of the ills tormenting us. Whenever Yoga is drilled well, it will achieve harmony, smoothness, quietness, and serenity in us. It gives us the solidarity to see the world and
  4. Individuals in the correct viewpoint with a feeling of peace.

#### The Practice about Communicative English.

1. English as a worldwide language is broadly spoken in the local business area all over the planet.  
This course aims to improve our capacity to talk with others in English, both as a supervisor in our

association and as an understudy in our college. The

1. The system will assist us with fostering the capacity to peruse and get archives in English and make reports of our own that fit the worldwide business climate. It will likewise help us
2. Foster the capacity to take part in business circumstances where English is spoken. Then, at that point, we might have the option to embrace the number of exercises, including tuning in, talking, perusing, and composing.
3. Open English empowers understudies of humanities, science, and innovation to communicate ideas and thoughts in familiar English.
4. The act of Gandhian idea. A reasonable comprehension of Gandhian concepts will assist understudies with confronting difficulties in

#### 5. Success Evidence about YOGA

1. There is express proof of achievement of this seminar on Yoga in creating the character of every understudy who is effectively prepared to do the actual activities and followed by profound contemplation.
2. The amicable mixing of brain and body empowers the understudies to be liberated from actual suffering and mental aggravations.
3. There is express proof of achievement of this seminar on Yoga in creating the character of every understudy who is effectively prepared to do the actual activities and followed by profound contemplation.
4. The agreeable mixing of brain and body empowers the understudies to be liberated from actual suffering and unsettling mental influences.
5. Yoga associates the old honorable customs with the present empowering the understudies to be aware of the congruity of the informative part of the great past.
6. The medical advantages of Yoga are on with vigorous exercise as perhaps everything thing you can manage for psyche, body, and soul.

#### Success Evidence about Communicative English

1. In the current period of mechanical progression and modernization of corporate areas,
  1. Relational abilities possess a noticeable spot. Our course, open English, once effectively finished, empowers the understudy to get chosen for significant situations in
  2. Public and worldwide organizations.
  3. Abilities in tuning in, talking, perusing, and writing to get shown at the hour of meeting
  4. In a typical discussion, the understudies feel comfortable utilizing English.
  5. The understudies can be capable in compose.

#### 6. Issues experienced and assets expected about YOGA:

1. A portion of the understudies might be genuinely feeble, and they might track down troubles in doing all the endorsed Asana. The arrangement lies in excluding them from specific troublesome activities.
2. Understudies might not tend to get into the field of Yoga. Such understudies might be convinced to get the upsides of Yoga.
3. A portion of the understudies might have propensities that are not helpful for the successful act of

Yoga.

Issues experienced and assets expected about Communicative English:

- 1.The principal Problem in this course lies in preparing the Marathi medium understudies. The arrangement reassures them with good guidance and gives them unique instructing classes until they join the standard.
- 2.The arrangement is to prepare the understudies to talk in English while on the grounds from morning to evening.

### 7.3 Institutional Distinctiveness

**7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

**Response:**

Response:

Sitarang Charitable Society Shrimati Sitabai Ranguji Shinde Arts, Commerce and Science College, Bori Tal. Junnar Dist Pune was established in remote and rural areas. The founder has thought of providing higher education to rural youth, especially girls. Generally, the parents of the girl students believe that to stop their daughter's education after the tenth or twelfth examination passed. Several parents perform the marriage function of their daughters instead of motivating them to join higher education in the nearby cities. The girl students continue their higher education and become graduates in B. A. & B. Com. Programs due to the establishment of the college. Few have completed their post-graduation and serve in higher educational institutes and government organizations.

The management tries to be known as an organization that advances the accompanying:

- 1.The Government of Maharashtra has permitted the management to start the college on a self-financed basis.
- 2.The Government of Maharashtra has permitted starting the college with Arts, Commerce, and Science streams, but science stream has not been created due to financial burden. Soon Science stream will be activated, and science education will be made available to the rural youth.
- 3.The college has an affiliated institute with a public state university.
- 4.The college has state-of-the-art infrastructural facilities.
- 5.The students from the vicinity are admitted to the college,
- 6.The SC/ ST/ OBC category students are especially taking admission to the college.
- 7.The management provides financial support to the poor and weaker students.
- 8.Advancing understudies' intellectual, physical, moral, and social advancement makes them liable residents.
- 9.Advance instruction of young lady understudies.
- 10.Taking special care of the requirements of the nearby local area.

11. To make a decent person who can acknowledge new demands.
12. To transform youthful alumni into progress arranged business people.
13. The college has been working reliably in the accompanying regions to accomplish the concurrent objectives.
14. Accentuation on quality training.
15. To give an agreeable scholastic climate and improve the scholarly advancement of the understudies.
16. To sustain the soul of social obligation in understudies.
17. To give open doors to the general advancement of the understudies.
18. To reinforce the worth base by instilling morals and virtues in the understudies, consequently making great people. The exceptionally qualified and experienced employees of the school attempt to investigate quality instruction by utilizing conventional and current techniques.
19. The college has been working reliably in the accompanying regions to accomplish the objectives above.
20. The college's profoundly qualified and experienced employees utilize customary and current strategies to investigate quality instruction. Aside from literary greatness, the college additionally gives earnest consideration to the social improvement of the understudies, and it ensures that understudies can take an interest in different social projects.
21. The college has a library and an adequate number of athletic gear, urging our understudies to draw in themselves in various social and sports exercises.
22. The college proportion of poor/monetarily frail/ghetto regions understudies/various SC/ST understudies is generally high, notwithstanding being a co-instructive college. The college broadens its assistance regarding the need of the nearby local area. During the flood, the college gave asylum to many regional individuals in earlier years. In any event, for those understudies who have any issue paying their college expenses, management supports those understudies monetarily decisively at their level.

## 5. CONCLUSION

---

### **Additional Information :**

Shrimati Sitabai Ranguji Shinde Arts, Commerce and Science College, Bori Tal. Junnar Dist Pune has emerged as a pioneer in providing higher education to rural aspirants who cannot continue their higher education due to financial crunches. The college has aimed to empower individuals (especially underprivileged youths) through improved skills, knowledge, and qualifications to access decent employment.

We have experience of 15 years in imparting education, and skill development are one of our strength. Development Programs.

Our students have excelled in their university results, and the college has recognized their merit.

The rooftop solar panel will be installed shortly to encourage renewable energy usage as part of the green initiative.

### **Concluding Remarks :**

The following was revealed while concluding the study that needs to be addressed or given more attention.

The curriculum is conventional and cannot be deviated from the affiliating University, which needs to be periodically updated and modernized to suit the present market trend.

Lack of interest of highly qualified and experienced teachers to come to academics in private self-financed colleges despite continuous search and advertisements.

Management is constantly aspiring to bring highly learned and experienced Professors from renowned universities to continuously interact with the students in the form of lectures, seminars, workshops, etc., to upgrade their knowledge.

The gap between the course curriculum and recent market trends is filled by organizing industry visits and workshops by highly knowledgeable professionals from industries.

We face some problems and challenges, but management gives all support to overcome these difficulties.

The plan is to expand the infrastructure, modernize the labs and bring in more highly qualified and experienced faculty members.

We hope to overcome some of our challenges and emerge as one of the best colleges for imparting technical education in Maharashtra.