



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

## **SANSKAR MANDIR SANSTHA'S ARTS AND COMMERCE COLLEGE**

S.NO.44/1, GANESH HEIGHTS, GANPATI MATHA, WARJE MALWADI  
411058

[www.smacollege.org](http://www.smacollege.org)

**SSR SUBMITTED DATE: 05-10-2022**

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**October 2022**

# 1. EXECUTIVE SUMMARY

---

## 1.1 INTRODUCTION

Sanskar Mandir Sanstha was established in 1988 with the broader aim of providing enlightenment, education and rehabilitation of people by counseling and educating them. The objective of the Sanstha is “Prabodhan, Shikshan and Punarvasan”. Till today the Sanstha has tried to help as many people as possible to educate themselves and make them good citizens of the country. The Sanstha conducts different activities, programs and camps with the help of the Pune Municipal Corporation and other institutions in order to achieve their objective of educating people. For the purpose of providing education to all the people, which is the objective of the Sanstha, the Sanstha has started two high schools and one senior college in different areas of Pune. The area in which the college is situated, Warje-Malwadi, was a rural area when the Sanstha was established. The area was outside the Pune Municipal Corporation limits. Within a radius of 5 km of the college area, there were no colleges present at that time. The establishment of the college by the Sanstha in the year 2000, proved to be the most beneficial activity done by the Sanstha as it helped the nearby people living in the same area in getting higher education. In the year 2001, the area where the college is situated was brought within the Pune municipal corporation limits.

The college is located in Pune urban area and offers two undergraduate programs i.e. B.A.) under the Faculty of Arts and B.Com under the faculty of Commerce. The college is approved by the Government of Maharashtra and is affiliated with Savitribai Phule Pune University. Presently, there are a total of 639 students enrolled in the B.A. (276) and B.Com (363) programs in the college. Most of the students attending classes in this college are from the nearby rural and hilly areas and some students are from the urban areas as well. The academic plan of the college is made annually and it has been implemented by different departments. The College has 22 staff members consisting of 05 Associate professors, 05 Assistant professors, 1 Physical Director and 1 Librarian.

### **Vision**

Sanskar Mandir's Arts and Commerce College was established in the year 2000, to quench the thirst of higher education of the people residing in the nearby areas of Haveli Taluka, Pune. The vision statement of the Sanstha is “Prabodhan – Shikshan – Punarvasan”.

The word ‘Sanskar’ which is a part of the Sanstha’s name itself portrays the mission of the institute which is to create good citizens for the country who understand their responsibilities and play their part in the nation building. The vision statement of the Sanstha means:

**Prabodhan:** It means enlightenment or providing guidance to the people.

**Shikshan:** It means education.

**Punarvasan:** It means rehabilitation.

In short the Sanstha aims to enlighten, educate and rehabilitate the students and make them better and

responsible citizens in the future.

## **Mission**

To provide quality education to the young generation and inculcate the value system in them and strengthen their economic, social and cultural life, make them responsible citizens of tomorrow.

On the basis of vision and mission following objectives have been set

- To spread the light of education to the unprivileged and underprivileged sections of society.
- To provide quality education to the students with the use of Information and Communication Technology.
- To prepare the students to face the challenges that lay in front of them.
- To inculcate confidence, decision-making ability and a better code of conduct (sanskar) among the students.
- To make the students responsible citizens of India.
- To help the students in developing a positive attitude and instill ethical, moral and social values in them.
- To develop the research culture among the staff members and students.
- To build the overall personality of the students through curricular, co-curricular and extra-curricular activities through various programmes.
- To prepare the students for employment through various initiatives.

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

### **Institutional Strength**

- Well Qualified and dedicated Staff, involved in teaching, learning, research and extra cocurricular activities with sporting spirit and social approach
- Imparting Education in Urban as well as Rural area
- Giving opportunities to the working students as well as left-out students
- Actively involvement in administration in one of the prestigious literature programme of Maharashtra such as Sahityik Kalawant Sammelan
- Active Participation in the SPPU Board of Study and Syllabus making committees

### **Institutional Weakness**

- Not much Infrastructure Facilities
- MOU are not signed with Industries and Research Institutes
- No digital library
- No Vocational Courses

### **Institutional Opportunity**

- To provide opportunities to Economic weaker section Students

- To sign MOU with Industries and Research Institute
- To provide more guidance to students for getting job, to clear competitive exam and to develop own business.
- To start M.A. and M.Com. and Research Centre
- To start Post Graduate Diploma in Income Tax (PGDIT)
- To start Diploma in Banking and Insurance.
- To start computer course with practical exposure

### **Institutional Challenge**

- To motivate the students to take up professional course and adapting to developed techniques.
- To improve their communication skills.
- Motivating and enhancing the students' merit is a challenge.
- Improve infrastructure facilities.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The college has a sanctioned UG program in Arts and Commerce faculty i.e. B.A. and B.Com. The college has implemented a curriculum set by Pune University. Accordingly, the academic planning and faculty meetings were called by the principal at the beginning of every academic year. Time table committee prepares an academic calendar and timetable for every academic year. Every year induction program is arranged for new entrants and information related to the scholarship benefits, practicals, internships, etc., is provided to the students. Faculty members adopt different teaching methodologies and strategies. E-Resources are used by the faculty members. The college provides certificate courses such as Accounting in Computerised Environment (Tally), Basic Computer Uses Programs, Soft Skill Programs for students' employability/skill enhancement. Different assessment techniques are used for assessing the performance of the students for example internal exams, assignments, projects, etc. The college collects feedback from all the students and teachers and an

attempt is made to take care of the grievances shared by them. Students, teachers, and alumni feedback help the improvement of all college functions and activities. The institute has organized a bridge course to enhance the employability skills of the students in association with Edu Bridge.

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

The college prefers Student-centric teaching learning process. As per vision of the institute the admissions are given to those who are economically backward, students who want to pursue higher education after a gap, married women, working students etc. The college follows the reservation policy of the Government of Maharashtra. The institution assesses the learning levels of the students, after admission and organize special programmes for advanced learners and slow learners. The slow learners are provided extra guidance by faculties while Advanced learners are encouraged to participate in curricular and extracurricular activities.

The college prepares Academic Calendar at the beginning of the academic year which includes the teaching time table, tentative schedule of examination, dates of commencement of conclusion, holidays declared by

Government and SPPU. The college runs the Mentor-Mentee system to develop the communication between teachers and students. Every class has two mentors who maintain the attendance record & academic progress of the mentees. Out of 13 teachers in the college, 08 are Ph.D. holders. The ratio of teachers to student in the college is 1:52. College uses ICT in education to support, enhance, and optimize the delivery of education through Zoom/google Classes, PPT, online study material, online MCQ question papers for mid-term exam etc.

As per CBCS system 70 marks are allotted to University examination and 30 to Continuous internal assessment per year. The college has appointed the College Examination Officer (CEO) to monitor and ensure the University examination related work. The institute has devised an efficient mechanism to deal with examination related grievances which transparent in the pattern and rectification of grievances is time bound. Students can apply for re-evaluation of their answer scripts within a week from the declaration of results & after that the result will be announced again as per university norms. The college has clearly stated learning outcomes of the Programs and Courses and uploaded on the website of the college for reference. The average result for the last five years is 77.87%. The college conducts a Student Satisfaction Survey at the end of each academic year.

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

The college has a well-defined policy for promoting research, consultancy & IPR culture. Faculty members are encouraged to be actively involved in research and consultancy work to carry out societal impact and, interdisciplinary projects by providing seed money and other incentives

The college has 14 staff members of the Arts and Commerce faculties. Out of those 6 faculties are recognized as research guides and 23 students have been doing Ph.Ds. and 8 students M.Phil. awarded under their guidance. The institute has a strong ecosystem for innovation through technology and a business incubator. A total of 55 research articles in Journals, 45 research articles were published in UGC-listed journals. Moreover, 12 books were published by National and International publishers. 65 presentations in conference and 2 National level conferences arranged by our college.

The college has a policy of rewarding the recipients of national and international awards with felicitate.

Extension activities like:

street plays, tree plantation,

collect plastic abhiyan,

Blood Donation

Check dam Construction,

Hum Fit to India Fit Programme,

Eco-friendly family (*Harit Mitra Parivar*),

Environmental Awareness,

Youth Week,

International Yoga Day,

College Campus Cleaning Program,

Poetry Reading Competition,

Plastic Free Campus,

Cycle Rally,

World Human Right Day – Lecture,

Road Safety Week,

Cultural, Economical and Health Survey,

Create Awareness of COVIDI 19,

Making Paper and Cloth Bags – One day Workshop,

visits to old age homes are conducted to create an awareness about various issues of Swachhta and gender equity. All the Students spend quality time in nearby villages and sensitise people on many issues. Many recognitions have been received for the extension activities conducted by NSS and The SD department.

The institute has 4 number of functional MoU's with institutions of national, industries and corporate houses.

### **Infrastructure and Learning Resources**

The college has taken a building on a rental basis hence the maintenance and cleaning activity is implemented as per the agreement between the owner and college. Well-equipped library with an OPAC facility and semi-automated library gives open access facilities to the students. The computer lab and departments is maintained and clean with the help of supporting staff. The computer lab and various computers of colleges are maintained as per the repairs and maintenance contract. For wrestling, the college has made a tie-up with kusti sankul. Development of classroom infrastructure viz. and audio-visual facilities is in process. Providing additional classrooms and other facilities to enable the introduction and implementation of the above-mentioned courses is challenging. The college has subscribed GPTL broadband connection and provides WIFI connections to all the faculty members for their online lectures and presentations. All computers are connected through LAN and the computer laboratory is well developed for training purposes.

### **Student Support and Progression**

- In any HEI the Students are considered as the primary stakeholders and thus possess the highest place when it comes to the overall evaluation of the institute. Students taking admission in our college belong to the diverse backgrounds. Most of them are from socially and economically underprivileged class and

have varied interests and priorities. Many of our students engage themselves with part-time employment opportunities in the vicinity to accomplish their day to day expenses. Thus our college makes sure to cater to the needs and aspirations of these students. Along with regular academic programmes, the college also provides a platform of co and extra-curricular activities for exploring various capabilities of our students. Various committees (such as NSS, NCC, Student Development Department, Cultural Programme Committee, Placement Cell, Extra mural committee, Sports etc.) and other co and extra associations are working hard to explore the talents and potentials of these students.

- In our college, we offer various scholarships/ freeships to SC, ST, NT, OBC, SBC, and EBC, PTC, students as per the government norms.
- A senior doctor practicing in the vicinity of the college is appointed as the official health consultant for the students of our college.
- In our college we believe that special efforts should be taken to develop entrepreneurial skills among our students. The college, therefore, organizes several programs / activities, industrial visits, carrier oriented courses etc. The college has a Competitive Examination Guidance Cell and Placement cell which provides all the necessary support, orientation and guidance for the students.
- The overall percentage of the students progressing from UG courses to PG courses is significantly increasing in recent years. It is observed that nearly 12-15 % of our students opt for various PG and professional courses.
- As far as Students' achievement in Sports and various, extra-curricular activities is concerned it is certainly remarkable. Our students have bagged many prizes and awards at various national, state and intercollegiate events.

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

Our college have established various committees and quality strategies to fulfill administrative procedures and also engaged with various industries in the territory of Pune city. The college has signed MOUs with the different types of organizations. Our faculty members are engaged in various conferences, workshops research oriented works. Almost 80% staff has already done PhD in there respected subject. Our Exam department is having personal interaction with the student and staff through sms, whatsapp and mail. The college has arranging teacher parent interaction scheduled. We have regularly conducting internal and external audits through Chartered Accountants. All the examination forms have filled with online way

We have followed various administrative, cultural and professional activities for the uplift of the students. The college is following all the norms and regulations of SPPU and UGC. which is available for the betterment of college activities. The college has given various Scholarship schemes for students as EBC, and Krantijyoti Savitribai Phule Scholarships especially designed for girls students. The college has undertaken a special Committee for the quick formulation of such Schemes. They have indulged in minor and major research projects, and research papers. Some of our teaching staff have the responsibility of Ph.D. Guide in their respective subjects. Our faculty members are engaged in the exam works, workshops, seminars and conferences. Every faculty member having the potential to complete syllabus of the subject which is formed by SPPU Pune within the prescribed time.

The required documents such as Minutes, Cash books, ledgers, purchase registers, asset register are prepared in the allotted time. Exam department, Bahishal Shikshan, NSS and students welfare Schemes are duly audited and submitted to authorities of SPPU Pune. Every year our college has arranged one-day seminar for the parents of the students.

The college has a self-performance appraisal for teaching and non-teaching staff as per SPPU and UGC norms, self-appraisal forms were distributed to teaching and non-teaching staff. Performance-based self-assessment system (PBAS) is monitored under the guidance of the principal and IQAC head of the institution.

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

Apart from academic courses, the institute implemented holistic development of the students through various extra-curricular activities. The college organizes gender equity programs such as Girl's personality development program, Save Girl child rally etc. A separate common room for girls is available in the college. Women Redressal Cell and Anti-Harassment Committee is also active in the college. The institute has used LED bulbs in the classroom. The institute NSS department constructed check dam at "Chinchechi Vasti", which is situated in Agalmbhe, the adopted village. The college promotes plastic free campus, tree plantation in Warje area. The college initiates Paperless Work through Online admission form, exam forms and fees of SPPU, challan of Income tax, Biometric attendance for staff, etc. The College follows the code of conduct as per UGC Guidelines and SPPU. The hard copy of the handbook is maintained by Principal for Teaching Staff Students and Registrar for non-teaching staff. The college initiates contribution to local community through the Covid-19 Disaster Management family survey under the government's scheme of "My Family, My Responsibility". The college organizes birth and death anniversaries of great personalities.

The college has initiated various Best practices like Practical Exposure to the students to enhance their employability, confidence, placement, field work and team work, Fostering Social Responsibility to encourage the students to work with society, Laptop Repairing Workshop to provide requisite skills of knowledge of laptop repairing, Industrial Fostering Skill Development Course to promote interest of industrial knowledge among students, Workshop on Making of Paper and Cloth Bag to encourage the students for self-employment, Use Computer Technology in academics and administration to improve academics by using web based information, Mentor-Mentee Scheme, to develop the communication between teachers and students.

Add-on courses of SPPU such as accounting in Computerized environment, Gender Sensitivity, Democracy, Election and Governance, Physical Education, Environmental Awareness, Generic Elective, Cyber Security, Rural Development Community are also offered for skill-development, language and communication-skill development for enhancing employability. Elocution competitions, film-shows, You-tube screening and other such activities make learning interesting and participative. A proactive placement cell organizes placement counselling for supporting students in career development.



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	SANSKAR MANDIR SANSTHA'S ARTS AND COMMERCE COLLEGE
Address	S.No.44/1, Ganesh Heights, Ganpati Matha, Warje Malwadi
City	Pune
State	Maharashtra
Pin	411058
Website	<a href="http://www.smaccollege.org">www.smaccollege.org</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Rajendra Thorat	020-25292851	9689944613	-	sanskarmandircollege@gmail.com
IQAC / CIQA coordinator	Devendra Bhave	020-25292750	8484075223	-	bhavedg@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Maharashtra	Savitribai Phule Pune University	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	S.No.44/1, Ganesh Heights, Ganpati Matha, Warje Malwadi	Urban	0.1274	515

## 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,Arts	36	HSC	Marathi	360	276
UG	BCom,Commerce	36	HSC	Marathi	386	363

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

<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	1				4				10			
Recruited	0	0	0	0	3	1	0	4	9	1	0	10
Yet to Recruit	1				0				0			
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				8
Recruited	8	0	0	8
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
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/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	3	1	0	2	3	0	9
M.Phil.	0	0	0	3	0	0	1	0	0	4
PG	0	0	0	3	1	0	7	3	0	14
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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
UG	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/DM/MCH	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
UG	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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	438	0	0	0	438
	Female	201	0	0	0	201
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	79	55	72	62
	Female	35	35	31	42
	Others	0	0	0	0
ST	Male	9	8	9	8
	Female	8	9	7	6
	Others	0	0	0	0
OBC	Male	60	56	59	48
	Female	22	28	33	28
	Others	0	0	0	0
General	Male	237	211	242	248
	Female	94	77	90	108
	Others	0	0	0	0
Others	Male	69	72	46	56
	Female	33	39	28	25
	Others	0	0	0	0
<b>Total</b>		<b>646</b>	<b>590</b>	<b>617</b>	<b>631</b>

### **Institutional preparedness for NEP**

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>The institute is affiliated with Savitribai Phule Pune University, Pune. Hence the institute doesn't have academic autonomy to design the curriculum. The institution is planning to introduce interdisciplinary certificate courses to benefit students. The students will be encouraged to undertake multidisciplinary projects. Most of the students belong to economically weaker sections, therefore they undertake part-time jobs. In order to equip them to get into employment. We are planning to begin various vocational certification programmes for our students. The institute will focus on collaborative learning. The institute is planning to make collaborations with eminent institutes to strengthen the teaching-learning</p>
--	--

	process.
2. Academic bank of credits (ABC):	<p>The institute is affiliated to Savitribai Phule Pune University, Pune. Hence the institute doesn't have academic autonomy to design policy on depository for credits. The affiliating university has implemented a choice-based credit system (CBCS) in all the programs with effect from 2019. In CBCS, students have to earn 8 credits in addition to the compulsory credits received from their core courses. In this regard, the institute has appointed faculty-wise coordinators to look after the additional credits earned by the students. These coordinators encourage students to take extra credits from various online platforms. The credits earned by the students are then verified and communicated to the university through an internal marks entry system.</p>
3. Skill development:	<p>Skill and knowledge are the motivating forces of the growth and economic development of the country. Today the industry is facing a severe shortage of skilled Manpower. The accelerated growth has only increased the demand for skilled manpower. The vision to make the youth self-reliant through skill-based education makes the National Education Policy 2020 a revolutionary document and in continuation of this vision, the institute has decided to form Skill Development Cell/Committee through which the following programmes will be conducted.</p> <p>1. Communication Skills 2. Personality Development 3. English Language Skills 4. Computing Skills 5. Entrepreneurship Development 6. Yoga skills</p> <p>The Skill Development Cell Coordinator shall work in coordination with team members, the Placement cell and HODs of the institute. There is a budgetary provision for activities related to the Skill Development Cell as it is important in light of National Education policy-2020. The tentative responsibilities and functions of the Skill Development Cell include</p> <ol style="list-style-type: none"> <li>1. Providing the platform which will cater the services in professional skill development, will be helpful to industries to get skilled manpower.</li> <li>2. To provide the platform to learn online skill-oriented courses under various schemes of Govt. of India and other National and International Platforms such as Swayam, Coursera, Udemy, edX, etc. This provides the opportunity for all students in the society to learn various skill-oriented courses. This is helping them in their placements.</li> <li>3. To</li> </ol>



	<p>evaluate the performance of the skill development programs in an objective manner. Apart from this, the institute offers the Skill Enhancement Courses (SEC) in each programme as per the Choice Based Credit System (CBCS- 2019) pattern curriculum introduced by the affiliated University.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>The promotion of Indian arts, language and culture is important not only for society but also for the individual. Cultural awareness and expression are among the major competencies considered important to develop in students, in order to provide them with a sense of identity, belonging, as well as an appreciation of other cultures and identities. It is through the development of a strong sense and knowledge of their own cultural history, arts, languages, and traditions so that students can build positive cultural recognition and self-esteem. Thus, cultural awareness and expression are important contributors both to individual as well as societal well-being and for keeping these views in mind, the institute has established a language Association and Cultural Department from the A.Y. 2021-2022 for promoting the regional languages, cultures in society and integration of Indian knowledge system. Following are the tentative objectives of language association and cultural department in the light of NEP-2020. Language-teaching shall be more experiential and to focus on the ability to converse and interact in the language and not just on the literature, vocabulary, and grammar of the language. Regional Languages must be used more extensively for conversation and for teaching-learning purposes. Teaching in the home/local language wherever possible to understand the subject related concepts. Conducting more experiential language learning through language software and language laboratory. Inclusion of traditional Indian knowledge system including tribal and other local knowledge throughout into the curriculum designed for arts and humanity related Add-on, certificate courses and value added courses at institute level. To provide a much greater flexibility in the curriculum across humanities, sciences, arts, commerce, and sports in higher education, so that students can choose the ideal balance among courses for themselves to develop their own creative, artistic, cultural, and academic paths as per the guidelines of affiliated</p>

	University and in the light of National Education Policy-2020.
5. Focus on Outcome based education (OBE):	<p>The traditional education system primarily functions upon the model wherein the knowledge is passed on to the new generation by the teacher. It enhanced theoretical-based learning with a focus on memorizing skills rather than practical skills. It is highly essential to remodel and reconstruct the system where the teacher was the key player and design a system which is outcome based for the new generation. Outcome Based Education or the OBE System is implemented by our institution as per the guidelines provided by Savitribai Phule Pune University. The college has set it as its goal to design outcome-based education which shall be student-centric teaching-learning method. In a nutshell, the institute intends to standardize and promote the OBE system in such a way that students will be able to develop new skills essential to match up with global parameters. Regarding this, the college follows the credit system pattern for F.Y./S.Y./T.Y. B.A., B.Com. In accordance with the rules and regulations provided by the Savitribai Phule Pune University, the college has introduced skill enhancement courses for the students from the academic year 2021-22. As a part of the outcome of the degree programs, a placement cell is formed by the college which plays a crucial role in career opportunities to the students. With the permission of the college development committee (CDC) new skill-oriented and activity-based courses will be introduced by each department of the college. Learning outcomes are the point of reference for conducting achievement surveys. Hence it is necessary that the defined Learning Outcomes should survey in the form of creating feedback mechanism for present as well as Alumni of the students. In this context, the college has developed a feedback mechanism to understand the strengths and lacunae of the course outcomes and program outcomes.</p>
6. Distance education/online education:	<p>The National Education Policy (NEP-2020) emphasizes distance education and online education. The new policy has opened a new set of opportunities for students as well as teachers. Especially, online education enables flexibility for both teachers and students. The Covid-19 pandemic has affected our lives and opened the gate of online education for the</p>

first time, which was useful to ensure imparting of education to students of all streams from school to college. Across the globe, with the advent of digitization in the education systems, online classes have become the need of teachers and students. During the pandemic situation like every institute, the college too went through a phase of learning and teaching through online platforms. By following guidelines provided by Savitribai Phule Pune University, Pune and the Principal teachers at our college used various free software (such as ZOOM, Google meet, Google classroom etc.) to deliver the lectures and notes. Also, teachers have used online platforms such as google forms to conduct and evaluate students through internal exams. Teachers of all the faculties grabbed the opportunities to attend various faculty development programmes, refresher courses and webinars on e-contents and MOOCs courses etc. Hence, the adoption of these cutting-edge technologies results in enhancing the immersive teaching-learning methods for teachers as well as students. Considering this futuristic approach, the college has decided to make a policy that aims to make the online teaching-learning process accessible to every student in the college. This technology-oriented policy will surely create new methods to transfer the knowledge effectively to students from rural as well as urban areas of Warje and will create employment opportunities.

## Extended Profile

---

### 1 Students

#### 1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
639	646	590	617	631
File Description		Document		
Institutional data in the prescribed format		<a href="#">View Document</a>		

### 2 Teachers

#### 2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 14

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

#### 2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
14	15	15	15	15

### 3 Institution

#### 3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
32	29	39	35	34

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

##### Response:

The college has a sanctioned UG program by SPPU (2013 and 2019 pattern) in Arts and Commerce faculty i.e., B.A. and B.Com. The college has implemented a curriculum set by SPPU. Accordingly, the academic planning and faculty meetings were called by the principal at the beginning of every academic year. Time table committee prepares an academic calendar and timetable for every academic year. The academic calendar has been prepared at the beginning of the academic year to achieve the set objectives of the fulfillment of the curriculum. The time table committee and the IQAC coordinate together and provide information regarding the time table to the teachers and the students of the college. The teaching plan and academic calendar have considered different initiatives like teaching methods, use of ICT facility, orientation and motivation of teachers, inviting guest lectures, co-curricular and extracurricular activities and organization of seminars, conferences and workshops. Every year induction program is arranged for new entrants and information related to the scholarship benefits, practicals, internships, etc., is provided to the students. Faculty members adopt different teaching methodologies and strategies. E-Resources are used by the faculty members. The college provides add-on and certificate courses. Different assessment techniques are used for assessing the performance of the students for example internal exams, assignments, projects, etc. IQAC plays an important role in the effective implementation of curriculum. In the beginning of the academic year, the Internal Quality Assurance Cell (IQAC) calls for meeting of the faculty members and discuss the activities and programmes that are planned for the year. Teachers maintain diaries regarding the syllabus taught by them so that the prescribed syllabus is covered in time. The college collects feedback from the students and teachers. Students, teachers, and alumni feedback help the improvement of all college functions and activities. From 2019 onwards SPPU introduced the CBCS pattern syllabus and accordingly college implemented such a pattern in the following way.

- 2019-20 onwards FYBA and FYBCOM,
- 2020-21 onwards SYBA and SYBCOM,
- 2021-22 onwards TYBA and TYBCOM.

Add-on courses introduced as per CBCS pattern 2019(as per the instructions of SPPU) were implemented and executed by the college. Such add-on courses are implemented at FY/SY/TY level. Name of the courses are Gender Sensitivity, Computerised Accounting, Democracy Election and Governance, Field Visit, online course Environmental Studies/Science, Physical Education, Rural Community Development, and Cyber Security.

Preparation of Academic Calendar, Departmental Meetings, Preparation of Timetable, Lesson Notes, use of ICT tools, Field projects and Feedback mechanism, etc. are used for effective implementation of the curriculum.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years	
Response: 11	
File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

### 1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 75.89

#### 1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
639	242	488	494	507

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

## 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:

Gender sensitivity Add-on course introduced by SPPU in 2019- 20. Our college is implementing the same for F.Y.B.COM Students. Lecture series, Assignments, audio, and video clips are the ways of delivering the curriculum. Same time Environmental awareness program was introduced by SPPU in CBCS pattern also in the second year of BA and BCOM and the same has been implemented by our college as per SPPU norms. It includes assignments, field visits, video clips, projects, etc.

**1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)****Response:** 18**1.3.2.1 Number of students undertaking project work/field work / internships****Response:** 115

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

**1.4 Feedback System**

**1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)**

**Response:** Yes

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Enrolment percentage

**Response:** 81.25

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

2021-22	2020-21	2019-20	2018-19	2017-18
639	646	587	617	631

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

2021-22	2020-21	2019-20	2018-19	2017-18
768	768	768	768	768

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

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

**Response:** 94.47

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

2021-22	2020-21	2019-20	2018-19	2017-18
302	300	286	271	258

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



2021-22	2020-21	2019-20	2018-19	2017-18
332	332	308	320	208

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

## 2.2 Student Teacher Ratio

### 2.2.1 Student – Full time Teacher Ratio (Data for the latest completed academic year)

**Response:** 45.64

## 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 using ICT tools

**Response:**

For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, project and field work method, computer-assisted method, experiment method etc. Teaching and learning activities are made effective by these practices. Many teachers use the conventional black-board presentation methods, especially in commerce, economics, and geography where they teach mathematics and statistics as numerical solving. Also, some teachers use power point presentations and computer-based materials. Some Student centric methods are given below:

**Project methods:** The project work stimulate student's interest on the subject and provide student an opportunities of freedom of thoughts and free exchange of different views. As per the requirement of syllabi, the project work is done. For example, the Projects are done in SYBCOM and SYBA – Environmental Awareness and also in FYBA/BCOM – Physical Education.

**Interactive methods:** The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, discussion and questions and answers on current affairs, etc. Class room discussion in various topics are done under features.

**ICT Enabled Teaching:** The institution adopts modern pedagogy to enhance teaching-learning process. The institution has online classes through Zoom or Google meet in Covid-19 pandemic situation. Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication

Technology (ICT) in education to support, enhance, and optimize the delivery of education.

The following ICT tools are used by the Institute:

1. Projectors- 01
2. Desktop and Laptops- Arranged at Computer Lab and Faculty members have their own laptops for ICT teaching in the campus.
3. Printers- 06
4. Scanners- 01
5. Auditorium- It is digitally equipped with mike, projector, etc
9. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)
12. Digital Library resources (OPEC)

**A. PowerPoint presentations-** Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

**B. Online quiz-** Faculties prepare online question papers of MCQ for students after the completion of syllabus of each semester the help of GOOGLE FORMS.

**C. Video Conferencing-** Students are counseled and online lectures also done with the help of Zoom / Google meet applications.

**Group Learning Method:** Group Learning method is now being adopted through WhatsApp group. Student share their notes and study material through this method. WhatsApp group are made by Mentor of the respective class.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

**Response:** 98.67

#### 2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year

wise during the last five years:

2021-22	2020-21	2019-20	2018-19	2017-18
15	15	15	15	15

File Description	Document
Upload supporting document	<a href="#">View Document</a>

**2.4.2 Percentage of full time teachers with NET/SET/SLET/ 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:** 5.41

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

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	02	02	00

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

## 2.5 Evaluation Process and Reforms

**2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient**

**Response:**

The college is affiliated to Savitribai Phule Pune University. The college follows the SPPU syllabus and examination pattern. The CBCS system is implemented at the undergraduate level from June 2019 as per the guidelines of Savitribai Phule Pune University. Accordingly, 70 marks are allotted to University examination and 30 to Continuous internal assessment per year. As per the guidelines from SPPU, continuous internal assessment for theory is carried out as Home assignment, Written test, Viva-voce, Projects. The college follows evaluation schedule of Savitribai Phule Pune University, Pune (SPPU, Pune). The college has appointed the College Examination Officer (CEO) from the teaching faculty to monitor and ensure the University examination related work.

The University question papers are made available through the online method. College has the entire required infrastructure available for accessing these question papers, printing and conducting the examination smoothly. The college strictly follows the examination code of conduct.

### **Savitribai Phule Pune University Examination:**

The students, who are not satisfied with their marks at the University examinations can obtain photocopy of their answer sheets from university on request. Further, they can apply for Revaluation/ Reassessment of their answer sheets to University as the case may be. If necessary, the examination department communicates with University Examination section.

Relevant Links for Revaluation: <http://exam.unipune.ac.in/pages/photocopyreval.html>

For Redressal of Unfair Means: <http://exam.unipune.ac.in/pages/unfairmeans.html>

### **Internal Examination:**

The institute has devised an efficient mechanism to deal with examination related grievances which transparent in the pattern and rectification of grievances is time bound. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

Within a time bound the Internal Assessment marks are entered in the University web portal, by teacher's login. Revaluation facility is made available for the students. Student's queries are collected in a common format. These grievances are analyzed and forwarded to concern teacher for resolving in time by CEO of the college. If there is any change in marks, a new mark list is provided to the student.

Students can apply for re-evaluation of their answer scripts within a week from the declaration of results if they are not satisfied with their results. The results of re-evaluation will be announced as per the university norms. The entire process is maintained transparent and time bound by the college.

## **2.6 Student Performance and Learning Outcomes**

### **2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated**

#### **Response:**

The college has clearly stated learning outcomes of the Programs and Courses. The Programme Specific Outcomes are closely related to the content of the syllabus. Course Outcomes as well as Learning Outcomes depend upon the nature of course and the subject concerned. They are also defined by university and are clearly mentioned in the syllabus of particular class and subject. They are syllabus oriented and may vary as per the subject. All these outcomes are explained to students in the classrooms directly or indirectly. Hard Copy of syllabi is available in the departments for ready reference to the teachers and

students. Soft Copy of Learning Outcomes of Programme and Courses are uploaded on the website of the college for reference. The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting. At the beginning of a course along with the syllabus, students are made aware of the outcome of the course by the respective course teachers.

The course outcomes are measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, and result. At the Departmental level the Heads of the Department and the teachers who are engaged in any class strive to complete the courses in time.

The program outcomes and Program Specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods. Direct methods are provided through direct examinations or observations of student knowledge or skills against measurable course outcomes. The knowledge and skills described by the course outcomes are mapped to specific problems on University Examination, internal exams and home assignment. Average attainment in direct method = University Examination (70) + Internal assessment (20) + Assignment (10). Indirect assessment strategies are implemented by embedding them in Student Satisfaction Survey, Employer Survey and Alumni Survey.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6.2 Pass percentage of Students during last five years

**Response:** 50.97

### 2.6.2.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
00	174	79	48	66

### 2.6.2.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
170	192	113	117	128

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

## 2.7 Student Satisfaction Survey

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

**Response:**

File Description	Document
Upload database of all students on roll	<a href="#">View Document</a>



## 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

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

2021-22	2020-21	2019-20	2018-19	2017-18
0.3	0	0	0	0

**File Description**

**Document**

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

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

**Response:**

An ecosystem has been created in the institution to promote innovation and the transfer of knowledge. As part of innovation, the Placement Cell has been set up in the year 2016 for nurturing innovative ideas from the students. Entrepreneurship is increasingly recognized as an important driver of the economic growth of the country. The aim of the Placement Cell at the College is to develop and strengthen entrepreneurial qualities among the students for their own ventures.

The government of India has recognized the importance of skill development and Entrepreneurship and has introduced programs like 'Make in India' & 'Start-up India'. The College is committed to providing infrastructure, technical support, guidance, and mentoring to the students for innovative products and services for the welfare of society and the nation. The Placement Cell was constituted in the college with a dedicated team of actively working faculty carrying industry exposure along with student representatives. The result is that 30 students of our college received vocational training from "Light House", a training institute for various vocational courses set up by Pune Corporation. EduBridge Organisation conducts a training and development programme in our college for enhancing the employable skill of the student.

We encourage the students to consider self-employment as a career option, providing necessary training. The cell also organizes different activities and events frequently to train and motivate the students on placement and entrepreneurship.

Being an undergraduate college we offer B.A. and B.Com. to our students as per the current market condition students having these degrees do not have significant scope when it comes to getting employment. However, in our college with the help of guest/ demo lectures and class discussions, we make sure to inculcate a sense of entrepreneurship and employability among our students. We help them explore various PG courses diplomas and various certificate courses from the various colleges around. Many of our students have completed M.A., M.Com, M.B.A., D.T.L, B.Ed., CA, LLB, and many such professional degrees. Besides some of our students have tried their hands at setting up where their own business venture and prove their abilities really well. In short, we can proudly say that the field of innovation and creation sowed by us becomes fruit-bearing trees when we look at are past students.

Our College shares that a memorandum of understanding (MOU) is made by some Professionals and social organisations. Due to this students are encouraged to take up industrial-based projects as part of their project work.

Some of the faculty members have published textbooks as a part of an initiative for knowledge creation and transfer. The faculty have been encouraged to take up minor and major projects, and conduct seminars/conferences/workshops on current issues to gain and transfer knowledge. The faculty delivers guest lectures and expert lectures to other institutions as part of knowledge sharing. Our Faculty members are on the editorial board of different publications.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

### **3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years**

**Response:** 0

#### **3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

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

## **3.3 Research Publications and Awards**

### **3.3.1 Number of research papers published per teacher in the Journals on UGC care list during the last**



*five years*

**Response:** 3.21

**3.3.1.1 Number of research papers in the Journals notified on UGC CARE year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
07	13	07	09	09

**File Description**

**Document**

Institutional data in the prescribed format

[View Document](#)

**3.3.2 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:** 1.57

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

2021-22	2020-21	2019-20	2018-19	2017-18
05	06	07	02	02

**File Description**

**Document**

Institutional data in the prescribed format

[View Document](#)

### 3.4 Extension Activities

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

**Response:**

Extension activities are encouraged to be taken up by the students in order to fulfil the aspiration of the Vision and Mission statements of the institution. The college believes in the holistic development of the students and in sensitizing them to the prevalent social issues . We make our budding aspirants grounded and humane by performing various social activities. We encourage students to participate in co-curricular and extracurricular activities.

The institute has an active NSS wing, which has taken on projects like keeping the nearby villages clean and green by plantation drives. The institute also celebrates various National and International Days like Republic Day, Independence Day, Yoga Day, Environment Day, Women's Day etc. Our College NSS and Student Development Department conducted different Extension activities like; street plays, tree plantation, collect plastic Abhiyan, Blood Donation, Check dam Construction, Hum Fit to India Fit Programme, and Eco-friendly family (*Harit Mitra Parivar*). Environmental Awareness, Youth Week, International Yoga Day, College Campus Cleaning Programme, Poetry Reading Competition, Plastic Free Campus, Cycle Rally, World Human Right Day – Lecture, Road Safety Week, Cultural, Economical and Health Survey, Create Awareness of COVIDI 19, Making Paper and Cloth Bags Workshop, etc.

To create awareness among people, our NSS wing arranged One-Act-Play “Gandhi ka Marat Nahi”. Which shows arranged in various places of Pune like Warje, Karve Nagar, etc. NSS wing of the institute facilitates visits to villages (Pimpri, Kudaje, Aagalhambe) and does some social work like cleaning villages and schools, tree plantations, education and health survey, awareness rally etc. All these activities were done by the students under the guidance of our faculty members.

The College has organised 7 different lectures on the various aspect of the constitution by expert speakers such as lawyers, Professors, social workers, and founders of the NGOs under the workshop on Constitution morality. Moreover, College’s various departments like Economics, Commerce, Marathi, and English arranged extra lectures and invites the expertise to enhance the knowledge among the students and faculty. All these programs are performed in Institute with the sense to develop a sense of responsibility, accountability, and integrity among students and staff members. To inculcate moral Human Values towards achieving the vision and mission of the institution various workshops, and guest lectures are conducted. During Pandemic Covid 19, the situation our students make banners to create awareness among people, moreover, some students provided food to beggars.

All these endeavours ensure that our students emerge as good human beings with feelings of compassion and nationalism as the hallmark of their personalities to become responsible citizens.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

### 3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

#### Response:

This is the list of various Awards and recognitions that our College and Teachers have received for various extension activities in last five years.

#### Awards received

- 1.State Level Third Prize for Street Play – “Gandhi Ajun ka Marat Nahi”, 2021-22
- 2.Best NSS Programme Officer – Dr. Sanjay Arun Giri by NSS Department SPPU, 2021-22
- 3.Best Teacher Award – Dr. Sanjay Arun Giri by Rashtriy Bandhuta Sahitya Parishad and

Maharashtra Vikas Kendra, 2020-21

4. Shri Vatsa Puraskar – Dr. Rajendra Thorat, Maharashtra Sahitya Parishad for Book ‘Sahityakritiche Madhyamantar’
5. State Level Sant Namadev Puraskar – Dr. Rajendra Thorat, for a Book Warkari Sant Charitratmak Kadambari 2019-20
6. State Level Shabdganndh Puraskar - Dr. Rajendra Thorat, for a Book Kunku te Duniyadari 2019-20
7. Matoshri Haranabai Jadhav State Level Vagdmay Puraskar - Dr. Rajendra Thorat, for a Book Warkari Sant Charitratmak Kadambari 2018-19
8. Awards Received from various Government recognised bodies for a Short Film called ‘DHADA-The Lesson’ 2021-22. Which is educational Short Film Directed by Dr. Deepak D. Shinde, Story by Dr. Rajendra Thorat and Screenplay by Dr. Deepak D. Shinde and Dr. Rajendra Thorat

Sr.No.	Award	Institution	City	Name of the Av
01.	Best Short Film Special Mention	Dadasaheb Phalake Award 30/04/2022	New Delhi	Film- DHADA The Lesson
02.	Best Director	Filmysea International Film Festival 26/03/2022	Mumbai	Dr. Deepak D. S
03.	Excellence to the Director	Creative Shorts	Kolkata	Dr. Deepak D. S
04.	Best Director	NexGen International Short Film Festival	Ichalkaranji, Kolhapur	Dr. Deepak D. S
05.	Best Screenplay	Mumbai Entertainment International International Film Festival	Kalyan, Thane	Dr. Deepak D. S Dr. Rajendra Th
06.	Best Screenplay	Bharat International Film Festival	Mumbai	Dr. Deepak D. S Dr. Rajendra Th
07.	Best Screenplay	Pune International Short Film Award 05/01/2022	Pune	Dr. Deepak D. S Dr. Rajendra Th
08.	Best Screenplay	Goa International Film Competition	Goa	Dr. Deepak D. S Dr. Rajendra Th
09.	Best Writer	MITEE 29/08/2021	Pune	Dr. Rajendra Th

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

**Response:** 39

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

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	15	21	1

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

### 3.5 Collaboration

**3.5.1 Number of MoUs, collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research and other academic activities during the last five years:**

**Response:** 03

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

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

**Response:**

Sanskar Mandir Sanstha's Arts and Commerce College, Warje Pune established in 2000, and the college is run in the leased building premises. The college building lease is continued for the last 20 years. The college building is 5500 square feet and is utilized to the maximum extent for learning and teaching. The college has MOU with local sports authorities for availing the sports facilities to the college students. The college has a seminar hall with an LCD projector and Wi-Fi to impart practical knowledge to the students.

The college has a total of eight classrooms and a commerce lab. The college has a library which has more than 5000 books.

The College has subscribed GTPL Broadband connection and provides Wi-Fi connection to all the faculty members for their lectures and presentations. All Computers are connected through LAN. A computer laboratory is also developed for training purposes.

#### 4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

**Response:** 49.82

#### 4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
16.30017	18.54348	18.54348	16.27947	14.5338

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

### 4.2 Library as a Learning Resource

#### 4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

**Response:**

The college library is equipped with a good collection of textbooks. The library is automated and operates with eGranthalaya open source software. The software is used to generate reports like a statistical report, issue register, attendance register, reservation register, and binding register. The Access register generates the lists corresponding to category-wise registers. In the transaction module, there is a provision to circulate the book, the attendance of the user, book title entry, and book accessioning. The library OPAC is searched by author, title publisher, subject, keyword, and standard-wise class. The library has 06-computers connected with LAN. The software was used for data entry related to library work and preparing barcode labels.

### 4.3 IT Infrastructure

#### 4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

##### Response:

The institute regularly upgrades its IT facilities as per the requirements. In the last five years, the institute has updated its IT facilities with an increased number of computers, internet connection, bandwidth, LCD projectors, licensed software, online admission process, college website, etc.

All facilities including hardware, software, internet, network, and website have been updated through processes of purchase and maintenance. The college has recently upgraded the internet connection bandwidth from 20 MBPS to 50 MBPS. The college provides Wi-Fi access to teachers. The teaching and learning process is enhanced using ICT tools. The students, teachers and nonteaching staff are encouraged to use academic and administrative software.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

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

Response: 63.9

##### 4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 10

### 4.4 Maintenance of Campus Infrastructure

**4.4.1 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:** 1.06**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)**

2021-22	2020-21	2019-20	2018-19	2017-18
0.60885	0.14312	0.71345	0.17860	0.15525

**File Description****Document**

Institutional data in the prescribed format

[View Document](#)

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 1.09

##### 5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
08	16	08	02	00

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

#### 5.1.2 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: C. 2 of the above

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

#### 5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00



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

#### 5.1.4 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. Any 2 of the above

## 5.2 Student Progression

### 5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 12.53

#### 5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
00	17	12	06	11

#### 5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
00	174	79	48	66

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

### 5.2.2 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**

**5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

**5.2.2.2 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**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

**File Description****Document**

Institutional data in the prescribed format

[View Document](#)

### 5.3 Student Participation and Activities

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

**Response: 84**

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

2021-22	2020-21	2019-20	2018-19	2017-18
19	17	14	17	17

**File Description****Document**

Institutional data in the prescribed format

[View Document](#)

**5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)****Response:** 9.6**5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	16	19	13

**File Description****Document**

Institutional data in the prescribed format

[View Document](#)**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:**

Sanskar Mandir Sanstha's Arts and Commerce College has a registered Alumni Association by the name '*Kala Va Vanijya Mahavidyalaya Maji Vidyarthi Sangh*'. The registration date of the same is 13/06/2017. It has been done under the Charity Commissioner, Maharashtra State Government with the registration number F-48810/Pune. The governing body of the alumni association has been formed by taking into consideration all the rules and regulations given under Bombay Public Trust Act 1950(Clause 29). Total number of members of governing body is --- that comprises of --- alumni. The chairperson of the association is the Principal of the college and one of teachers work as --- of the committee.

Alumni being one of the important stakeholders of any HEI need to be addressed respectfully and if given a chance can play a very significant role in the overall development of the institute. Therefore, we in our college organize an alumni meet every year. Here they have been given a chance to reflect on their college days and offer a kind of help regarding the future development of the college. Till date many of our alumni supported us whenever and wherever possible. They come to the college to guide our students as guest speakers. They keep helping us in upgrading the physical facilities of the institute by donating essential objects and devices such as water purifier, fans, chairs, benches, books etc. Besides, our alumni play an important role in organizing various academic as well as extracurricular programs in the college. Their contribution in organizing various activities under the Department of Sports is always remarkable.

As far as the official representation of Alumni is concerned they have been given a chance to represent themselves as the member of various important committees of the college such as College Development Committee, IQAC etc. Their valuable suggestions and expertise in their respective field were always taken seriously by the college while forming some developmental policies. On the various occasions such as

Teachers' Day, Prize Distribution Ceremony, Convocation Day our alumni express their gratitude towards the college and vice versa.

NAAC

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

**6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance**

**Response:**

The college has made various committees to perform all the activities of the college. All the faculty members have taken initiative to participate in the admission procedure. All the admissions are made on a transparent basis. The college has ensured to follow all the guidelines and norms which was given by SPPU, Pune, and the Government of Maharashtra.

We have made more than 24 committees including teaching and non-teaching staff to fulfill all the academic formalities. We have followed various curricular, co-curricular and extra-curricular activities in the college. Our college has made available one auditorium cum classroom to make possible all the events of the college. Our principal has given full liberty, rights and responsibility to the respected faculty members. Delegation of authority is made available in the college. Sanskar Mandir Sanstha's Arts and Commerce College is situated in a rural and urban background. Most of the students come from working group environments. The college area is surrounded by a slum background. We establish this college to enrich the standard of living of such a class. We give higher education to enrich their high standard of living. We are inviting renowned faculties. We inculcate high social, moral, and intellectual values by arranging various birth anniversaries of 'National Heroes of India'.

Regular meetings are conducted for discussing various issues and ideas for the improvement of the college. The college has arranged parent-teacher meetings in the college Auditorium. Our staff members can motivate the Alumni and parents to ask questions, and queries regarding the overall development of the college and the students. There will be pure communication and coordination between the teaching and non-teaching staff of the college. Departmental Heads have to be careful to see the proper coordination achieved. It crates sporting spirits among the staff members of the college. The college has taken all measures to practice decentralization and participative management through the head of the college and respected committee coordinators and its members.

Our examination committee has prepared all its schedules for the various examinations which have occurred in the year. It announces the evaluation schedule and marks the submission schedule by taking into consideration the SPPU Pune. The exam head of the college also makes personal interactions with students. All the respected faculty members have given assignments, practicals, date of submission, and tutorials to the students for the fulfillment of the syllabus which is framed by SPPU.

In the covid 19 situation, no offline meetings and classes had taken place for the alumni association. The passed-out students of the third year B.Com and B.A. have been informed to register themselves as alumni of the college.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

#### Response:

The functioning of the institutional body's policies, administrative setup, appointment and service rules, procedures, deployment of institutional strategic/ perspective/ development plan etc.

The institutional perspective plan is effectively run through IQAC, Departments, their heads and staff. As per the syllabus of SPPU different types of value-based courses have been initiated on the basis of that lectures, and presentations. Especially powerpoint presentations, and assignments have been handled in our college. YouTube videos, oral exams etc. were organised by the respected faculty members of the college. The commerce department has been given the initiative to arrange an industrial visit, commerce teachers have taken their efforts to give practical knowledge to the students by arranging an expert's speech on the subject of 'Marketing' Costing, Maths etc. GST, Tally related practical scheduled is available for the commerce students, to cope up with market requirements due to such exposure students can build up their professional skills in the 'Accountancy' and Taxation.

Teaching and non-teaching staff has given proper guidance to the students about any academic difficulties which are faced by the students. Guest lectures have been arranged in the college to get the latest information to the students in the field of Arts and Commerce.

The College Development Committee monitors all administrative activities. The college has made all possible efforts to enhance the skill of teaching and non-teaching staff. It creates good governance to strengthen the academic process. Our principal and institutional head encourage the faculty members to register for the Ph D. currently 09 faculty members have completed their Ph.D. and 04 teaching staff are perusing the Ph.D. in their respective subjects.

All faculty members are motivated to apply for the projects and complete ongoing minor and major research projects approved by BOD, SPPU, Pune , NGO`s and the University Grants Commission (UGC), New Delhi. Faculty members have published research papers every year in the reputed 'UGC CARE listed journals. Some of the faculty members are participating in the syllabus framing committee of SPPU. The college has formed more than 24 committees for the smooth functioning of the working administration of the college. We have formed; the College Development committee; Internal Quality Assurance Cell, Grievance Committee, Prevention and Redressal of Sexual harassment; Anti-ragging committee, Library committee, Examination committee; Cultural committee, Sports committee, Teacher Welfare Committee, Counseling Committee, Purchase Committee, and Admission committee, etc.

All the committee heads and members have performed their duties and responsibilities and the participative work atmosphere is everywhere. Each and every staff and student are taking efforts to

complete the entire task within a specific period of time which is allotted by such committees. Our administrative staff resolves all the queries of the students regarding admission procedures, exams, etc.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

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

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

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

## 6.3 Faculty Empowerment Strategies

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

**Response:**

The institution has effective welfare measures and a performance appraisal system for teaching and non-teaching staff.

At present, 09 faculty members have successfully completed their Ph.D. 05 members have been pursuing PhDs in their respective subjects. 05 members are already doing the responsibility of Ph.D. guide. Some of our faculty members are publishing academic books in their areas of knowledge. Some research projects have been completed in our college.

Our institution and the Principal of the college always inspire the faculty members to perform the job of External Senior supervisor, CAP Director, paper assessment and moderation, subject expert, resource person, and speaker in other colleges.

The institution has a self-performance appraisal for teaching and non-teaching staff. As per UGC norms, self-appraisal forms were distributed to teaching and non-teaching staff. Performance-based self-assessment system (PBAS) is monitored under the guidance of the principal and IQAC head of the institution. Teaching self-appraisal forms are referred to as per the SPPU rules and regulations and self-appraisal forms for non-teaching staff are as per the Sanstha and Government of Maharashtra rules and regulations. It is mandatory for all the faculty members to fill out the self-appraisal form report at the end of every academic year and to attach necessary documents which are supportive of the self-appraisal report. After evaluation by the head of the department, the forms are forwarded to the IQAC cell.



The college has adapted itself to the research culture, which is the need of the hour, and hence encourages the faculty to indulge in research. It enhances the broadening of the subject knowledge of the faculty and helps them to enrich their teaching skills which is automatically beneficial to the students of the college. The college has organized two National conferences in the subject of Economics & 'Sports' as a part of a quality improvement program. The college has made available modern technologies to members of faculty for an effective academic atmosphere. The college is registered with the Inflight list facility. The library has provided login numbers to access the INFLIBNET service through the internet to staff and students. The library has provided OPAC facilities to the students. The library provides e-books and e-journals on various subjects for the use of the faculty and students. The faculty and students are exposed to advanced levels of knowledge and skills.

We have arranged picnics for the staff as a part of stress bursting and developing cordial interpersonal relations. The college management and Principal make sure that every achievement of the staff is admired as well as appreciated publically and a token of praise will be given to each one of the staff. This ensures a healthy and happy environment amongst the staff that ultimately results in the overall development of the institute.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

### 6.3.2 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

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

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

### 6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

**Response:** 48.65

#### 6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development



**Programmes (FDP), professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	12	14	07	03

**6.3.3.2 Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

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

**6.4 Financial Management and Resource Mobilization****6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)****Response:**

Finance is an important matter in any organization for the development of the institution. The institution cannot run smoothly and properly in a progressive way without the smooth functioning of finance. The institution takes good care of income and expenditure. The college conducts internal and external audits regularly. The institution prepares the annual budget report. The income sources are done both manually as well as computerized accounting at a given time. The required documents i.e. minutes, cash books, ledgers, purchase registers, asset register, stock register, etc. are prepared as per the rules and regulations within time. The income sources of the institutions are salary grants, and fees collected from the Students. There are different heads for the expenditure of the institution such as building rent, building repair and depreciation, library expenses and ordinary repairs, University fees, and other education expenses, etc. are paid from the collection of the student fees.

External audit-----

Sanskar Mandir Sanstha conducts external audits annually for the institution after the completion of every financial year. The external auditor checks the accession record of three levels viz.

- 1) The checking of the Accession Record of the library.
- 2) All the Purchase Records.

3) The Dead Stock and Equipment of the Gymkhana.

4) Assets Record

5. Other Records etc.

This is also checked by the auditor. The bills and vouchers of the revenue expenditure are checked. After the final checking of the records the external auditor signs the receipt and payment Account. These are duly checked by the C A and submitted to the corresponding authorities.

Internal Audit -

The budget of the institution is prepared by the Principal and Office authorities and sent for the approval to college development committee (CDC). The budget gives directions for the utilization of financial resources for a year. As per the budget allocation and instructions from the management, the Principal and staff members decide the approximate expenses for every event separately. After the completion of the event, the bill settlement is done by the clerical department of the institution. The clerical department uses MIS and Vrudhi, Tally (Prime) financial software for maintaining quantitative financial records in case of expenses that are not pre-budgeted but are necessary to be done prior to permission from the appropriate authorities being taken in advance before making such expenses. A biometric attendance system is used to record the attendance of the employees and it's verified against the salary calculation and payment. The internal audit takes place at two levels viz. Receipt and payment. The receipt of fees collected from the students is checked by the auditor. At the Payment level, the account of the purchase bills is recorded in the MIS, and Tally system, and vouchers are created which come under various ledgers. The payment vouchers are signed by the office Head Clerk and finally the Principal. These vouchers are checked by the clerical department of the institution and amounts are issued to the concerned person, organization, or department.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

## 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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

**Response:**

The college IQAC is formed for the assessment period separately and once the assessment period is over with the successful completion of basic requirements it is dissolved and a new IQAC is formed with new faculty members with a fresh zest to confront the responsibility. The function of IQAC is to maintain quality assurance, quality upgradation, and promotion of teaching staff. The IQAC looks after academic activities including teaching learning and evaluation. The progressive infrastructural needs and demands

are also observed by the IQAC. The IQAC is responsible for every major development in the institution.

- Development of teaching-learning facilities.

The college and its teachers are well aware of the demand of the competitive world. Students must be made strong enough academically and practically, that they can survive and get their expected success in different spheres of life. As a result of IQAC initiatives, significant practices have been institutionalized during the last five years in addition to many others. They are.

- Effective use of pedagogical tools to enrich the teaching and learning process.

Teaching millennium is a very complex process as most of the learning happens out of the class in terms of the internet, blogs, and video platforms, social media and so on. This is a great challenge to the teaching fraternity, to engage with the students and make them attentive and retain their interest in the courses offered by the curriculum. IQAC promotes teachers to use it for the teaching-learning process.

The following list indicates pedagogical tools adopted along with the conventional methods by the faculty of the college.

- 1) Blackboard teaching.
- 2) Online lecturing in the covid situation through Google Meets & Zoom platforms.
- 3) PowerPoint presentations.
- 4) Seminars, workshops, and Conferences.
- 5) Field Visit \ Field Surveys.
- 6) Home Assignments.
- 7) Industrial Visits
- 8) Books \ Article Reviews.
- 9) Practice Test before University Examination.

- The signing of MOUS with different educational institutions, training institutes, Social institutes, and professionals.
- Prepared questionnaires to evaluate the performance of teaching faculty. Collected feedback forms from students are recorded in an excel sheet. and prepared an analysis report based on the questionnaires and submitted it to Sanstha.
- The institute encourages students to participate in intercollegiate, inter University, and zonal events to promote extra co-curricular activities.
- Collection of feedback from the stakeholders.

The outcome of this system is evaluated through result analysis of the university at the end of the semester/

academic year by the Principal and the Management.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

#### 6.5.2 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)/ membership of international networks
3. Participation in NIRF
4. any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc

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

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

## 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

##### Response:

The institute has established with the vision to provide higher education to economically backward and underprivileged youth in and around the Warje area. Gender equality is a human right. Gender discrimination means restricted access to education, a lower standing in society, and less freedom in family and society. In this scenario, it is our responsibility to make students aware of this issue and to bring social change in society through various activities in the college.

The institute promotes Gender Sensitization through curricular, co-curricular and extra-curricular activities. The Department of Commerce offers to Add Courses like Gender Sensitization, which organizes three days lecture series in Gender discrimination. The college has an Internal Complaints Committee for the prevention of sexual harassment. Female staff also has got opportunities in higher positions and on various committees. Dr. Kangude L. L. is a member of LMC, Dr. Jagtap S. S. is SWO, Ms. Vidyasagar P. B. is Head of Admission Committee and Dr. Muneshwar K.D. is CEO of the college. The institute celebrates International Women's day. Every year on this day, the female staff and female management members have felicitated by the college. The college girls student participated in Nirbhaya Kanya Abhiyan at Gurusvarya Sadanand Maharaj Arts and Commerce College, Pune on 31 January 2019. The institute has installed CCTV cameras to ensure safety for the students and staff.

Our college celebrates National and International days enthusiastically every year. All staff members and students gather in the college to celebrate these days. Republic day is celebrated every year on the 26th of January in the college with great enthusiasm and pride. It is a day to remember when India's constitution came into force on 26 January 1950 completing the country's transition toward becoming an independent republic. Independence Day is also celebrated on 15th August in the college with great enthusiasm. All staff members and students pay homage to their leaders and those who fought for India's freedom in the past.

International Yoga day is also celebrated on 21st June every year in the college. It is celebrated to spread awareness about the importance and effects of yoga on the health of people. Teacher's day is also celebrated on the 5th of September every year to celebrate the birth anniversary of Dr. Sarvepalli Radhakrishnan. This day is celebrated to promote the values and principles of a true teacher. Students offer gifts to the teachers and at last, they thank teachers by expressing their gratitude.

The birthday of Mahatma Gandhi and Lal Bahadur Shastri on 2nd October is commemorated as Swachhta Diwas. The birth anniversary of Sardar Vallabhbhai Patel on 31st October is celebrated as National Unity Day. 26th November is also celebrated as National Constitution day to commemorate the adoption of the constitution of India by the constituent assembly of India. On this day, Dr. B. R. Ambedkar, the creator of the constitution is remembered. Therefore, by means of their celebration, the students are provided with an opportunity to have an insight into the event and the sacrifice made to achieve this.

### 7.1.2 The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: E. None of the above

### 7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: E. None of the above

### 7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The institute takes efforts for providing an inclusive environment for the students and conducts activities by observing tolerance and harmony towards cultural, regional linguistic, communal socio-economic, and other diversities. The main aim of conducting these events in the college is to inculcate a sense of equality, harmony, and peace among students.

#### **Cultural Harmony:**

The college organizes various cultural programs like the Twins dress competition, Cooking Competition and Fancy Dress Competition. The college provides certificates to the winners of these competitions. The college also celebrates days like traditional day, saree day, rose day, chocolate day, etc. every year.

The college also participated in a Street Play Competition held at Dr. Babasaheb Ambedkar College, Aundh, Pune on 4th January 2022. The title of the street play was "*Gandhi Ajun Ka Marat Nahi*". For the play, 10 students participated and won Script Writing Prize.

#### **Linguistic Harmony:**

The college celebrates Marathi Divas every year. The department of Marathi organizes poetry reading competitions, guest lectures of well-known Marathi authors, etc. on the occasion of this day. The college organizes State Level Elocution Competition every year on 31 January to celebrate the birthday of the President of our Sanstha. More than 70 participants participate in this competition from all over

Maharashtra. Well-known and talented examiners invite to the competition. The college arranges 07 prizes for this elocution competition – out of which the first 03 numbers of winners and other remaining 04 winners got prizes for encouragement. The winners are felicitated with trophies, certificates, and amounts every year.

Our college students also participated in elocution competitions all over Maharashtra and won various prizes in it.

### **Communal Harmony:**

The NSS department of the college has completed family survey of Covid- 19 Disaster Management under the government's scheme of "My family My responsibility". The 42 NSS volunteers participated in this survey.

The college sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct themselves as responsible citizens. The institute conducted awareness programs on Sanvidhan Din, Republic Day, Independence Day, Voters awareness program, and Social activities like a ban on plastics, cleanliness, Swachh Bharat, etc. involving students.

A Code of conduct is prepared for students and staff and everyone should obey the conduct rules. Constitution Day is celebrated on 26th November every year. The programme initiates with a Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties, and responsibilities of citizens. The Department of Sociology in association with Path Foundation conducts a 07-day workshop on "Constitutional Morality" in 2021-22. 22 students and 07 teachers participated in this workshop. Some well-known, talented speakers like Adv. Nilesh Khandvilkar, Adv. Vaishnav Ingole, Mr. Bodhi Ramteke, Adv. Deepak Chatap, Mr. Pavankumar Shinde are invited to this workshop.

## **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:**

#### **1. Title of the Practice 1: Laptop Repairing Workshop**

- **Goal:** 1) To promote interest of Technical Knowledge.

2) To provide requisite skills of knowledge of laptop repairing to enable the student get into a globalized world.

- **The Context:** Laptops have become an essential aspect of our lifestyles. But while any problems arise then it requires the laptop repair professional even for minor problems. Laptop repair has

prominence in our daily life which helps us to keep out the threats like system failure crash, loss of data. It would not be wrong to say that there are millions of users of laptop phones. Most of the students have created a unique dependency over laptop phones. Henceforth, the workshops like repairing turn important to students

- **The Practice:** The role of workshop is to instill the student's basic knowledge of laptop repairing. In this workshop 50 students of our college and 59 students from other colleges of Pune City participated for getting the goal of the workshop.

The workshop aims to promote students' interest of technical knowledge. The workshop is designed in 03 sessions. The first session is on "Internet of Things", which was engaged by Dr. S. M. Mali. The remaining two sessions were technical sessions based on hardware and software and engaged by Mr. Mahesh Bhosale and Mr. Rajesh Rasal respectively.

Thus the practice of the institute is to create awareness among the students to obtain the benefit of such workshops.

- **Evidence of Success:** Due to enough knowledge, information and technical sessions of the laptop repairing workshop has become a direction of self-employment among the students of our college and others too, as it was a cluster activity.
- **Problems Encountered and Resources Required:** The workshop has to be timed and organized as per agenda, so it's a time constraint for such a vast and new topic. More space, time and resources are required for a better outcome of the practices.

### 1. Title of the Practice 2: Workshop on Making of Paper and Cloth Bag

- **Goal:** 1) To encourage the students to self-employment.

2) To instill environmental awareness among students.

- **The Context:** The natural environment encompasses all living and non-living things occurring naturally. Living things live in their environment. Thus, everything is part of the environment that surrounds us. The use of plastic is a big menace to the environment. The plastic-free living means that one has to avoid or minimize using plastic materials like carry bags etc. In other words, the plastic materials we use daily can be substituted by environmentally friendly materials or can be avoided completely.

The paper and cloth bags are reusable. They are environmentally friendly. They do not require maintenance, so they are 100% bio-degradable and recyclable. Thus, this workshop is useful to instill environmental awareness among the students.

- **The Practice:** The role of the workshop is to make environmental awareness among students. In this workshop, 64 female students and 28 male students of the college participated for getting the goal of the workshop.



The aim of the workshop is to promote the students' awareness of a plastic-free environment. Chetna Singh and Kalyani Joshi participated in this workshop. They are from the Self-help Group. The practice of making paper and cloth bags is shown by these two guests to the students. The participating students also made paper and cloth bags in this workshop.

Thus the practice of the institute is to create environmental awareness among the students to obtain the benefit of such workshops.

- **Evidence of Success:** Due to enough practical knowledge of making paper and cloth bags, the workshop has become the direction of Self-employment among our college students.
- **Problems Encountered and Resources Required:** The workshop has limited time activity. So more time, space and resources required for the better outcome of the practices.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 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:

The college Vision is “Prabodhan-Shikshan-Punarvasan” which means to enlighten, educate & rehabilitate the students and make them better and responsible citizens in the future. The vision statement suggests to nurture the students who come from economically backward and underprivileged community, to provide them higher education, versatile development to stand up proudly in this competitive world. The institute encouraged the students for higher education in their interested areas. The institution believes in equal opportunity to all and works in that thrust area, making the students better and responsible citizens in the future. The focus of the college is to provide education to socially and economically backward community of the society. The college is surrounded by “slum and rural area”. The college follows first come first serve basis admission policy. The most of the students are from economically weaker section of the society. The Graduation programs like B.A. and B.Com are made available with minimum fees as compared to other nearby colleges located in the vicinity. The college provides them fee installment facility. In spite of fee concession the college is ardent quality education. The college makes them aware about various scholarships schemes to continue their education. Most of the students come from vernacular medium and low academic background. The institute organizes Special Guidance for backward students of F.Y.B.Com and F.Y.B.A. The institute conducts various programmes related to personality development, lectures series on various subjects by concern departments. Apart from curriculum and equality education to the young generation and inculcate the moral values the institution has arranged various programmes.

The Department of Commerce conducts skill based course with Edubridge in 2018-19. The course aims to

promote students' interest of skill-based technical knowledge of industry. The role of course is to instill the student's interest in industrial placement skill development with academic knowledge. In this course 35 students of our college participated, out of which 21 students get certificate for getting the goal of the course. The course is designed for 01 months (110 hrs.). The course has lecture series with online MCQ after finishing the course. The course has conducted in the college campus after regular lectures. The course has covered the knowledge of spoken English, ethics of the society and soft skill development, etc.

The College runs Mentor-mentee system to support the students to improve their learning and leadership skills, motivating them towards their future career development. It also develops the communication between teacher and students. Every class has Two mentors who maintain the attendance record of mentees, monitor the terminal marks and academic progress of the mentee, supervises his mentee's exam, financial and administrative difficulties, participation in curricular and co-curricular activities. The mentor has responded the message and calls of mentee and maintain WhatsApp group for the same.

The Board of Student Development organizes various workshops for the students, as follows:

- Personality Development (2017-18)
- Laptop Repairing Workshop (2017-18)
- Enrollment of New Voters- 50 (2018-19)
- Paper and Cloth Bag Making Workshop (2019-20)

These workshops helped the students to explore in diverse fields. The college has Placement Cell who organizes various lectures to encourage the students for their future.

The college faculty makes use of ICT tools in teaching learning process and e-content, study material to improve teaching methodology, thus Online lectures through Zoom and Google Meet Platform and also Mid-term examination through Google form to promote technical awareness among students, teachers and non-teaching staff. The institute has implemented many practices related to use computer technology in academics and administration. Internet facility/ Wi-Fi connectivity is provided to all departments of the college. The college has Online admission facility, online challan for fees of college, online challan of taxes, etc. The college runs Biometric Attendance for Teaching and Non-Teaching Staff.

The college organizes number of extension program for community reach out. The college helps them to self -sufficient, independent and responsible citizen through each activity. The NSS department of the college plays vital role in organizing and making awareness through various activities to inculcate moral and ethical values among the students. The NSS conducts various activities which are as follows:

Check Dam Construction (2017-18)

Enrollment of Voters (2017-18)

Swachchata Abhiyan- Historical places (2017-18)

Plastic Free drive (2017-18)

Save girl child rally (2017-18)

Making road of muddy soil at Pimpari (2017-18)

Making of Water Pipeline Pimpari (2018-19)

Plastic free river Abhiyan (2019-20)

Road Safety Week (2019-20)

The college is aware of the importance of need-based regional, national and global level education. Focusing on quality enhancement and sustenance the college has embraced the approach of the following excellence and becoming more inclusive. Thus the college conducts large number of extension programs through NSS, Board of Student development, and placement cell to make the students aware of social responsibility.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

---

### **Additional Information :**

In accord with the goal of the institute of providing higher education to the underprivileged group of society, our college also focuses on the overall development of the students. For the last four years, we have been successfully organizing a state-level elocution competition. Besides, the achievements of our students in sports are absolutely outstanding. Two of our students are selected in Pro-Kabaddi and One is part of the twenty-twenty cricket team.

The founder of the institution strongly believes in uplifting the classes with the help of education. We, therefore keep trying to impart a sense of responsibility and accountability to our students to become responsible citizens. The college helps them, explore their inner potential by offering them the opportunity to participate in various state-level and national competitions. Our institute organises a two-day Sahitya Kalavant Sammelan every year through which our students get a chance to listen to various renowned personalities of Maharashtra. They also get to know the basics of organizing such huge functions as they got a chance to help us in various backstage committees. Taking into account the recently introduced National Education Policy the institute proposes to create an academic Bank of Credit for the students. Selected teachers from each faculty will be appointed to guide and collect students' academic credits. The students shall approach these teachers and get enriched on ABC.

### **Concluding Remarks :**

The college has been promoting research-related activities through Academic Research Coordinator (ARC) and a committee guiding teachers for participation in ICSSR, SPPU, UGC and NGO's major and minor research projects. Teachers are encouraged to participate in Online Courses, Conferences, Workshops, Short term Courses, Faculty Development Programmes, Refresher Courses, etc every year. Though the college runs traditional courses in Arts and Commerce, it provides valuable, skillful, and required human resources to the industries in the vicinity. The College has a close association with its alumni who make remarkable impressions in various fields. Our alumni association assists the present students in their difficult times. The association helps the institute too in many ways. The college strives to fulfill its vision of imparting quality education that will enable students to confront global challenges. Emphasis is given to ICT-based teaching learning and extra care is taken to create minds that are sensitive to gender-related issues. Women's overall improvement is given the utmost importance. The college staff focuses on Indian culture and values in their day to work and motivates students toward this. Thus the College will keep trying its best to nurture the urban and rural underprivileged youth in a competitive world. Students centric approach motivates us to move forward on a positive note for the second NAAC cycle.