YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Sanskar Mandir Sanstha's Arts and Commerce College
• Name of the Head of the institution	Dr. Rajendra Dattatray Thorat
• Designation	Principal (Incharge)
• Does the institution function from its own campus?	No
• Phone no./Alternate phone no.	02025292851
• Mobile No:	9850017495
• Registered e-mail	sanskarmandircollege@gmail.com
• Alternate e-mail	smaccnaac@gmail.com
• Address	S.N. 44/1, Ganesh Heights, Ganpati Matha, Warje Malwadi
• City/Town	Pune
• State/UT	Maharashtra
• Pin Code	411058
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	**Savitribai Phule Pune University**
• Name of the IQAC Coordinator	**Dr. Devendra Bhave**
• Phone No.	**8484075223**
• Alternate phone No.	**02025292851**
• Mobile	**9422307907**
• IQAC e-mail address	**smaccnaac@gmail.com**
• Alternate e-mail address	**bhavedg@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://smaccollege.org/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://smaccollege.org/images/smac/academics/academic-calendar-2021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.65**	**2016**	**16/12/2016**	**15/12/2021**

6.Date of Establishment of IQAC	**15/06/2016**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**NIL**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	View File	

9.No. of IQAC meetings held during the year	**03**

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	**View File**	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

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

SANSKAR MANDIR'S ARS & COMMERCE COLLEGE, WARJE - MALWADI, Pune - 58 20201-22: SIGNIFICANT CONTRIBUTIONS MADE BY IQAC S.No. Contributions (2021-22) 1 Guideship for Ph.D. obtained by three faculty members 2 Conduct a constitutional Awarness Program for Week 3 Organized a special training for the teachers to inform them about CBCS Pattern and CGPA and non CGPA courses. 4 Organized one interdisciplinary National Conference , organised by Physical Education Department 5 Signed MOU`s with M/S. Mejorar Solutions & Helping Hand Foundation 6 Completion of Minor Project of Dr. Bhave D.G.

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

27-03-2023 10:42:26

Plan of Action	Achievements/Outcomes
SANSKAR MANDIR'S ARS & COMMERCE COLLEGE, WARJE - MALWADI, Pune - 58 2021-22 PLAN OF ACTION S.No. PLAN OF ACTION (2021-22) 1 Maintenance of Online Teaching record 2 Organize various programmes to inculcate the sense of social responsibility. 3 Purchase of necessary instruments / equipments for teaching learning process. 4 Encourage the faculty members to complet their Ph.D. & publish their research papers in UGC Care listed journals & take up Minor & Major Research Projects 5 Organize a special training for the teachers to inform them about CBCS Pattern and CGPA and non CGPA courses. 6 Take all the possible efforts to provide Scholarship benefits to highest possible number of eligible and right students. 7 Suggest To College working commiittee for speed up of Land Acquisition Process 8 Maintain record of all the students regarding their employment details for the Placement Cell of the college. 9 Seminar on Social Science. 10 Alumini & Parents Meeting & Feedback system for Alumini	SANSKAR MANDIR'S ARTS AND COMMERCE COLLEGE, WARJE - MALWADI, Pune - 58 2021-22 : INITIATIVES TAKEN BY THE IQAC S.NO. INITIATIVES (2021-2022) 1 Motivate and provide inspiration to non Ph.D. faculty members to take up Ph.D admission and those who are in process should complete it in time. 2 An attempt has been made to provide scholarship benefits to eligible and right students. 3 Maintained record of all the students regarding their employment details for the Placement Cell of the college. 4 Organized various events highlighting social responsibility cultural aspects among students 5 Inspired the faculty members to publish their research work as per the UGC guidelienes and to take up minor and major projects from different funding agencies.. 6 Inspired the faculty members to publish their research work as per the UGC guidelienes and to take up minor and major projects from different funding agencies.. 7 For speed up of Land Acquisition Process , Continuous Follow up made to College management 8 Inspired the faculty members to publish their research work as per the UGC guidelienes and to take up minor and major projects from different funding agencies.. 9 Motivate and provide inspiration to Ph.D. faculty members to take up guideship for M.Phil. & Ph.D.

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	24/12/2022

15.Multidisciplinary / interdisciplinary

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 process.

16.Academic bank of credits (ABC):

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.

17.Skill development:

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 skillbased 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. 1.Communication Skills 2. Personality Development

3. English Language Skills 4. Computing Skills 5.Entrepreneurship Development 6. Yoga skills 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 1. Providing the platform

which will cater the services in professional skill development, will be helpful to industries to get skilled manpower. 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. 3. To 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.

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

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 University and in the light of National Education Policy-2020.

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

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 studentcentric 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.

20.Distance education/online education:

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 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 knowledge effectively to students from rural as well as urban areas of Warje and will create employment opportunities.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**02**

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1 Number of students during the year	**639**

File Description	Documents
Data Template	No File Uploaded

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**320**

File Description	Documents
Data Template	No File Uploaded

2.3 Number of outgoing/ final year students during the year	**131**

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1 Number of full time teachers during the year	**14**

File Description	Documents
Data Template	No File Uploaded

3.2 Number of Sanctioned posts during the year	**15**

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	**07**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**26552130**
4.3 Total number of computers on campus for academic purposes	**12**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college 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 Savitribai Phule Pune University. This year SPPU introduces the CBCS pattern for third -year B A and B Com programs. Accordingly, the academic planning and faculty meetings were called by the principal at the beginning of the academic year. Time table committee prepares an academic calendar and timetable for the 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. Continuous evaluation is monitored through assignments, presentations practicals, quizzes, etc. Faculty members adopt different teaching methodologies and strategies. E-Resources are used by the faculty members. The college provides certificate course i.e Basic Computer Uses Program. From this academic year, SPPU introduce value-added courses such as gender sensitivity, Accounting in a computerized environment, Democracy, Election, and Governance Different assessment techniques are used for assessing the performance of the students, for example, internal exams, and assignments, projects, etc. The college collects feedback from all the students, teachers, and alumni, and an attempt is made to take care of the grievances shared by them.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	http://unipune.ac.in/university_files/syllabi.htm

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

This year SPPU introduces the CBCS pattern for second-year BA and B Com programs. 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. Teachers have been informed to take lectures in a combination offline and offline modes. Different assessment techniques are used for assessing the performance of the students, for example, internal exams, assignments, projects, etc.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	http://smaccollege.org/index.php/academics/academic-calendar

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**D. Any 1 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

02

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

09

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

639

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

639

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

1.3 - Curriculum Enrichment

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

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.

College has organised a constitutional awareness programme for students for the week. In this awareness lectures, different eminent personalities in the field of legal and constitution put their views and needs regarding this awareness programmes. Efforts have been taken by the college regarding the creation of awareness regarding Gender sensitivity, and the constitution.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

02

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**No File Uploaded**

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

115

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**No File Uploaded**

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	[View File](#)

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://smaccollege.org/index.php/feedback

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

768

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

318

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

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.

File Description	Documents
Link for additional Information	http://smaccollege.org/index.php/student-development
Upload any additional information	View File

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

Number of Students	Number of Teachers
639	**14**

File Description	Documents
Any additional information	**No File Uploaded**

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

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.

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 blackboard presentation methods. PPTand computer-based materials. Some Student centric methods are given below:

Project methods: The project work stimulate students' interest on

the subject and provide the student an opportunity of freedom of thought and free exchange of different views. 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.

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

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT Enabled Teaching: The institution adopts modern pedagogy to enhance the teaching-learning process. The institution has online classes through Zoom or Google meet during the Covid-19 pandemic situation. Today, it is essential for students to learn and master the latest technologies in order to be

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

12

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

14

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

08

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	[View File](#)

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

2.4.3.1 - Total experience of full-time teachers

178

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college follows the 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 has appointed the College Examination Officer (CEO) from the teaching faculty to monitor and ensure the University examination related work. 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:

- Photocopy of their answer sheets from university on request.
- Apply for Revaluation/ Reassessment of their answer sheets to University

Internal Examination:

- University web portal, by teacher's login. A revaluation facility is made available for the students.
- Students' queries are collected in a common format.
- Apply for re-evaluation of their answer scripts The entire process is maintained transparent and time-bound by the college.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

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.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

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.

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. 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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

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. 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 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).

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://smaccollege.org/index.php/academics/program-outcomes

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

http://smaccollege.org/images/smac/feedback/sss-report-2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0.3

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	<u>View File</u>

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

01

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during

the year

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

`08`

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

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

`07`

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

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

The college believes in the holistic development of thestudents and in sensitizing them to the prevalent social issues . We make our budding aspirants groundedand humane by performing various social activities. We encourage students to participate in co-curricularand extracurricular activities.The institute has an active NSS wing, which has taken on projects like keeping the nearby villages cleanand green by plantation drives. The institute also celebrates various National and International Days likeRepublic Day, Independence Day, Yoga Day, Environment Day, Women's Day etc. Our College NSS andStudent Development Department conducted different Extension activities like; street plays, treeplantation, collect plastic Abhiyan, Blood Donation, Check dam Construction, Hum Fit to India FitProgramme, and Eco-friendly family (Harit Mitra Parivar). Environmental Awareness, Youth Week,International Yoga Day, College Campus Cleaning Programme, Poetry Reading Competition, Plastic

FreeCampus, Cycle Rally, World Human Right Day – Lecture, Road Safety Week, Cultural, Economical andHealth Survey, Create Awareness of COVID-19, Making Paper and Cloth Bags Workshop, etc. To create awareness among people, our NSS wing arranged One-Act-Play "Gandhi ka Marat Nahi".

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

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

01

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	<u>View File</u>
e-copy of the award letters	**No File Uploaded**

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

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

01

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

50

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

03

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

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 in 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.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

The college has taken a building & ground on a rental basis.One big conference hall is maintained for all cultural activities.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

01

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

01

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

16.30

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

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

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.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**E. None of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	**No File Uploaded**

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

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

12

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

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

4.3.2 - Number of Computers

12

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution | **B. 30 - 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

.60885

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**No File Uploaded**

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

The college has taken playgrounds for the college students by making MOU. College building on a rental basis hence the maintenance and cleaning activity is implemented as per the agreement between owner and college. The computer lab, department, library, etc. 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.
```

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

08

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

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

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

00

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**E. none of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

00

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**C. Any 2 of the above**

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

04

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

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

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

19

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	View File

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

As far as the official representation of students 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

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

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

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

17

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

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

The registration date of the same is 13/06/2017.It has been done under the Charity Commissioner, Maharashtra State Government with the registrationnumber F-48810/Pune. The governing body of the

alumni association has been formed by taking intoconsideration 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 theassociation 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 givena chance can play a very significant role in the overall development of the institute. Therefore, we in ourcollege organize an alumni meet every year.As far as the official representation of Alumni is concerned they have been given a chance to representthemselves as the member of various important committees of the college such as College DevelopmentCommittee, IQAC etc. Their valuable suggestions and expertise in their respective field were always takenseriously by the college while forming some developmental policies.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

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".

Our college follows Sanskar Mandir Sanstha's Vission and Mission while imparting education among the grass root level and underprievelentge students. The college has made various committees to perform all the activities of college. All the faculty members have taken initiative to participate in the admission procedure. All

the admissions are made in transparent manner. The college has ensured to follow all the guidelines and norms which was given by SPPU, Pune. Government of Maharashtra. We have made more than 24committees including teaching and non-teaching staff to fulfil and for smooth running of the college activities. We have following 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 monitor and guide and given full liberty, rights and responsibility to the respected faculty members of the concern committee. Delegation of authority is made available in the college.

File Description	Documents
Paste link for additional information	http://smaccollege.org/index.php/administration/college-committees
Upload any additional information	**No File Uploaded**

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

The college run by Sanskar Mandir Sanstha and its Founder President Shri Dilip Barate gave full liberty and authority to our Principal for the overall development of the college. The decentralisation permits ample number of students to complete the admission process with a specific period of time. Each and every faculty member has given his contribution in the admission process. Decision making procedure is held on the basis of participants valuable suggestions and guidance. The division of work is possible in the college and all above practices provide an effective mechanism for college governance. The passed-out students of third year B.com and B.A. have been informed to register themselves as alumni of the college the communication regarding donations for the develop the college has been put on hold.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

College govern by Government of Maharashtra Rules and SPPU affiliation rules. 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, presentations.In the year 2000: Sanskar Mandir Sanstha has started senior college with the permission of the Government of Maharashtra. The college is purely based on private grant-in-aided college run by Sanstha. The college is affiliated with SPPU formerly the University of Pune. The rules and regulations issued by UGC and ministry of HRD, Government of India are applicable subject to the approval of the Government of Maharashtra. Thus, administrative setup, implementation of policies, appointment and service rules and procedures are followed as per the guideline of Government of Maharashtra.College has formed more than 24committees for smooth functioning of working administration of the college. We have formed; Local managing 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, counselling committee, purchase committee, Admission committee.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The functioning of the college governs by SPPU, Pune, UGC and Government of Maharashtra. Faculty and non teaching staff recruitment by the university selection committee as per the UGC norms. The Sanstha's Executive Committee and College Development Committee play vital role for the growth of the college.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**C. Any 2 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

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

The college has taken all efforts to inspire the faculty members to enhance their professional and research attitude. Our principal has guided to all the staff members and students to complete skill-oriented courses especially faculties to go for orientation, refresher and faculty development course to keep them update in their area of subject. At present 10 faculty members have been successfully completed their PhD. 04 members have been pursuing PhDs in their respective subjects.05 members are already doing the responsibility of PhD guide. Some of our faculty members are publishing academic books in their area of knowledge. Two minor and one major research project have been completed in our college.

Our institution head and the principal of college always inspire the

faculty members to perform the job of External sr. supervisor, CAP Director, paper assessment and moderation, subject expert, resource person, speaker in other college.

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

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

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

00

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

00

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

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

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

03

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

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

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 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 Government of Maharashtra rules and regulations. It is mandatory to all the faculty members to fill the self-appraisal form report at the end of every academic year and to attached necessary documents which are supportive to the self-appraisal report. Self-appraisal forms are covered teaching learning and evaluation, curricular and extra-curricular activities and individual research award and recognition. As per the guidelines of the principal, the self-appraisal forms are circulated to the respected faculty members at the end of every academic year, and submitted to the head of the department with required documents. After evaluation by the head of the department the forms are forwarded to the IQAC cell.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

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.At the Payment level, the account of the purchase bills is recorded in theMIS, and Tally system, and vouchers are created which come under various ledgers.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

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.

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

6.5 - Internal Quality Assurance System

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

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

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

File Description	Documents
Paste link for additional information	http://smaccollege.org/index.php/iqac
Upload any additional information	**No File Uploaded**

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC 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 Spears 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.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES
7.1 - Institutional Values and Social Responsibilities
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institute has established with the vision to provide higher education to economically backward and underprivileged youth in and around Warje area. Gender equality is a human right. Gender discrimination means restricted access to education, a lower standing in society, 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 the 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 Add on Course 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. 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 Guruvarya 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.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	E. None of the above

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

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

Solid waste management

Liquid waste management

Biomedical waste management

E-waste management

Waste recycling system

Hazardous chemicals and radioactive waste management

1. College has initiated many student centric activities to increase the environmental consciousness among the students. This includes plastic free campus, e-waste awareness, projects on environmental awareness.

2. The staff and students of the college are sensitive to the minimum use of energy.

3. Paper waste is reduced by circulating the documents /information through e-mail and WhatsApp groups.

4. The office waste papers answer sheets are crushed and sold.

5. Reuse of papers for rough work.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | **E. None of the above**

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

7.1.5 - Green campus initiatives include

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

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

E. None of the above

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit | **E. None of the above**

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**E. None of the above**

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

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

The 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.

Cultural Harmony:

The college organizes various cultural programs like Twins dress competitions, Cooking Competition and Fancy Dress Competition. The college also celebrates days like traditional day, saree day, rose day, chocolate day etc. every year.

Linguistic Harmony:

The college celebrates Marathi Divas every year. The department of Marathi organizes poetry reading competition, guest lectures of well-known Marathi authors, etc.

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 were participated in this survey.

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 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.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race sex. 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 as a responsible citizen. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students.

The college establishes policies that reflect core values. 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 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 students and staff take oaths for the cause of the nation on National Voter Day dated 25/01/2022 organized by NSS department.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	D. Any 1 of the above

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

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 26th 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. International Yoga day is also celebrated on 21st June every year in the college. Teachers day is also celebrated on 5th 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. The common 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 constitution of India by constituent assembly of India. On this day, Dr. B. R. Ambedkar, the creator of the constitution is remembered.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

1: Workshop on Water Conservation

The workshop's main aim is to create awareness among students about water conservation. The workshop is divided into three sessions. The first session has Inauguration. Then the second session is engaged by Shri Praveen More who talked on "Historical Background of Water Conservation". In the third session Dr. Arjun Doke delivered a lecture on "Effective Use of Water".

- **Evidence of Success:**

The interest and concern about water quality, equity and also water conservation is rising in the workshop. The messages like Pollute water, you pollute life, never waste even a drop of water, No water, no life; is the success of the workshop.

2: Workshop on Self Employment and Skill Development

n this workshop 46 students of our college and 22 students from other colleges of Pune City participated for getting the goal of the workshop. The workshop is designed in 03 sessions. The first session is on "Entrepreneurs of Maharashtra", which was engaged by Dr. Nitin Mote. The second session based on "Personality Development and Entrepreneurship" engaged by Mr. V. D. Pingale and in the last session Mr. Sachin Kadam talked on "Entrepreneur and Me" in which he shared his own experience as an entrepreneur.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The Student Development Department organizes three workshops for the development of students other than curriculum.

The Green Mission Pune workshop was to generate awareness about

importance of environment. In the workshop 02 eminent speakers invited like, Dr. Dilip Muluk talked on "A Historical Background of Green Pune" and Dr. Mithilesh Chavan spoke on "Recent condition of Green Pune". The 40 students were in the workshop.

The main aim of Workshop on Water Conservation is to create awareness among students about water conservation. After inauguration, the session is engaged by Shri Praveen More who talked on "Historical Background of Water Conservation", in third session Dr. Arjun Doke delivered a lecture on "Effective Use of Water". The 45 students participated in this workshop.

The purpose of self-employment and skill development workshop is 'starting and running a successful business or social enterprise'. In this workshop 46 students of our college and 22 students from other colleges of Pune City participated in the workshop The first session is on "Entrepreneurs of Maharashtra", engaged by Dr. Nitin Mote. The second session is "Personality Development and Entrepreneurship" engaged by Mr. V. D. Pingale and in the last session Mr. Sachin Kadam talked on "Entrepreneur and Me".

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

7.3.2 - Plan of action for the next academic year

S.No. PLAN OF ACTION 1 Maintenance of Online and offline Teaching record 2 Organize various programmes to inculcate the sense of social responsibility. 3 Purchase of necessary instruments / equipments for teaching learning process. 4 Encourage the faculty members to complet their Ph.D. & publish their research papers in UGC Care listed journals & take up Minor & Major Research Projects 5 Take all the possible efforts to provide Scholarship benefits to highest possible number of eligible and right students. 6 Suggest To College working comiittee for speed up of Land Acquisition Process 8 Maintain record of all the students regarding their employment details for the Placement Cell of the college. 9 Seminar on Social Science and English subjects 10 Alumini & Parents Meeting & Feedback system for Alumini