



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**DHANLAXMI SHIKSHAN SANSTHA'S SAHKARMITRA
SHIVAJIRAO KATKADE ARTS AND COMMERCE
COLLEGE, NAIGAON, TAL. SINNAR, DISTRICT NASHIK**

SSK CAMPUS, TALUKA SINNAR, DISTRICT NASHIK

422102

www.skseniorcollege.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Introduction:

Sahkarmitra Shivajirao Katkade Arts & Commerce College, Naigaon is run by Dhanlaxmi Shikshan Sanstha's, Naigaon, and the parent institution. The college was established in June 2009 with only 34 students in a historic city, Naigaon, about 30 km from Nashik on the Pune Highway. It is approachable by road from Nashik. Naigaon has achieved fame as one of the critical Onion, Tomato, Cabbage, and Cauliflower producing villages. The college was established to provide higher education to students in the surrounding rural area. The college started with two Faculties and only with few students in 2009. The strength of college students has been consistently increasing over the year.

Vision

To establish equal education opportunity without regard to gender, colour, race, religion, national origin, or disability.

To promote higher education for people in rural, tribal, and backward areas and enable students to enter the dynamic world confidently and contribute to society productively.

Mission

1. Promote a college where spiritual, moral, and genuine values are lived and witnessed.
2. To contribute to the transformation of society through an openness to reality and living the challenges of being socially conscious and socially responsible.
3. To synergize the students to be human by enlightening them regarding their fundamental human rights and helping them achieve the same.
4. To promote inter-cultural and inter-religious harmony and communion through promoting genuine dialogue, whereby we work together for the common good of the human family.
5. To facilitate leadership among the students enabling them to be genuinely other-centered, proactively enthusiastic, and spiritually and socially motivated towards the personal, group, and social liberation.
6. To provide quality, integral education which is life, vocation, and career-oriented.
7. To work towards the integrity of creation through being conscious of and alert to the state of devastation and destruction of creation and the grave perils that humankind is plunged
8. To recognize the advantage of using modern tools and technological innovations for teaching-learning and governance and its visible impact on empowering students.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. A pioneer institution for higher education in Naigaon village Taluka Sinner District Nashik.
2. Because of its established reputation, Goodwill is augmented by iconic alumni.
3. Strategic location and easy accessibility.
4. Proactive management with a progressive vision.
5. Transparency in staff recruitment is based purely on merit.
6. Faculty with well qualified, experienced, dedicated, and committed.
7. Linkages and MOUs are signed with National organizations to strengthen the teaching-learning process.
8. The College follows a green protocol policy.
9. Productive extension activities are acknowledged at regional levels.
10. Dynamic student community with a high potential for self-empowerment.
11. Highly committed and supportive Parent Teacher Association & Alumni.
12. Introduced Add-on- courses catering to the current requirements of society and industry
13. Excellent infrastructure with well-equipped classrooms and a computer lab.
14. The partially automated Library with a collection of books and journals
15. The College has a well-developed cricket ground with an adequate seating arrangement for the audience. Nashik Cricket Association & other sports academy frequently organize their tournaments on the cricket pitch.
16. The College has prepared volleyball, kabaddi, football & kho-kho courts & the student of the College use them regularly.

Institutional Weakness

1. Fewer industry linkages
2. Lack of other state students and faculty
3. No Autonomy to offer new programs with employability because of the affiliated college.
4. The aspirant students did their schooling education in vernacular language.
5. The college is a self-financing institute.
6. The research publication and culture are low.
7. The college has minimum use of ICT-enabled tools in teaching and learning resources.

Institutional Opportunity

1. The college has an excellent opportunity to use academic ambiance and teacher quality to attract more students.
2. The college has an excellent opportunity to attract students from SC/ ST/ OBC and economically backward categories.
3. Potential to become a multi-faculty institute and offer post-graduate programs.
4. The college can lead in integrating value-based education and extension activities.
5. Can develop a centre for Language Studies.
6. Ample scope for providing consultancy services
7. Industry-oriented add-on-courses can be designed to ensure employability
8. Strategic location enhances the opportunities for employment
9. The availability of land area for expansion of infrastructure.

Institutional Challenge

1. Resource mobilization from agencies apart from Government and UGC
2. Attracting other state teachers and students
3. Conventional Programs minimize employment opportunities
4. Restrictions in introducing new Skill Based Programs affect employability.
5. The qualified recruiting teachers for self-financed programs.
6. The production of good humans to accept global challenges and equip students with communication and soft skill.
7. The perception of the aspirants is changed, and they want to be admitted to the professional programs.

In the rural areas of the state of Maharashtra, parents of the girl students try to marry their daughters instead of completing their higher education

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is affiliated with the Savitribai Phule Pune University (SPPU) and follows the curricula prescribed by the university.

The college has introduced B. A. & B. Com programs affiliated with the SPPU and a few Add-on Courses on Tally, GST, MS Office, Personality Development, Interview Technique, Shares Market, Communication Skills, and Spoken English.

All the programs follow an Outcome-Based Education with specified Program Outcomes, program Specific Outcomes, and Course Outcomes.

The assessment of which is reviewed by the SPPU, and the undergraduate programs follow the Choice Based Credit Semester (CBCS) System from the year 2019-20.

Continuous Internal evaluation, Project work, industrial tours, Field visits, and practices are integral to all programs in CBCS.

The value education courses are introduced and designed by the affiliating university to teach the values which are an utmost need of the hours to overcome various challenges.

The value education course is expected to acquaint students with the core values such as physical, mental, and spiritual aspects of personality, develop respect for the dignity of individuals and society, the teaching of the spirit of patriotism and national integrity, and develop tolerance towards the understanding of different religious faiths as well.

The college consciously integrates cross-cutting issues of gender, environment, human values, and professional ethics in learning through its inclusion in the approved curricula and various student activities.

The college collects feedback from its stakeholders on the Teaching-learning process and curricula prescribed by the university once a year. The collected feedback forms are analyzed, and action is taken on the suggestions and problems raised by the stakeholders. The recommendations on the curriculum are sent to the University for Further action. The feedback analysis report is displayed on notice boards and uploaded on the college website.

The IQAC conducts annual internal audits, and all the departments are encouraged to undertake self-assessment to reflect on their practices critically.

It supports the amalgamation of the interests of the stakeholders and the college.

Teaching-learning and Evaluation

Teaching, learning, and evaluation are student-centred dynamic activities of the institution with time-bound technology infusion

The college offers Bachelor of Arts and Bachelor of Commerce programs. It accommodates 500 students providing an all-inclusive academic environment catering to the diverse needs of students from different socio-economic backgrounds.

The admission procedure is well accomplished through a transparent mechanism complying with the norms of the university.

The college follows equity as the prime objective, and SC/ ST/ OBC/ differently abled students are admitted.

A group of highly resourceful teachers with impeccable credentials forms the intellectual capital of the college that contributes immensely to achieving individual and institutional excellence.

The student-teacher ratio is approximately 85:1.

A comprehensive mentoring mechanism is operational to support advanced and slow learners.

Attempts are made to cater to the professional needs of students through the student welfare committee, remedial coaching, interactions with renowned persons, presentations, and seminars.

Implementing experiential and participatory learning enhances the learning experience.

Hence a learner-centred teaching method is pursued as the critical mode of instruction where the students undertake projects, field trips, and industrial visits.

A holistic learning opportunity is made accessible to achieve broad, multi-faceted knowledge transcending the conventional modes of education.

Clearly defined POs, PSOs, and COs are internalized by the students to realize the desired purpose of the curriculum.

Advanced learners receive career guidance and competitive examination coaching through lectures.

The slow learners have remedial classes and a tutoring system.

Research, Innovations and Extension

Research is a significant activity and allows the teachers to pursue research on their interest area, learn something new, hone their problem-solving skills, gain a better understanding of research methods, gain more profound knowledge of the discipline, gain greater confidence and independence, and to challenge yourself in new ways.

The research committee has cultivated a research culture among the teachers and organizes meetings and orientation courses to create a research spirit among teachers and students.

The college motivates the teachers and students to organize workshops, training, and lecture sessions to provide essential information for the research methodology.

The college allows the teachers and students to use the library and internet facilities.

The project work is included in the syllabus content of the UG programs so that the students are encouraged to pursue a research project in the future.

The college organizes many outreach programs for the benefit of the community. It includes workshops, training, awareness programs, field camps, extension lectures, village adoption, exhibitions, endowment lectures, and survey programs near the village.

Extension activities performed by the NSS unit that falls outside the realm of the regular university curriculum are Tree plantation drive, Swachh Bharat Mission, Road Safety and Security, National Youth Day, Gender Equality, Save the Earth, Water, Electricity, Birth, and Death Anniversaries of the Indian Icons, Women International Day, Seven Day NSS Special Camp, Blood Donation, disaster management, Save the Girl Child, Protect the Environment, and Control the pollution.

Infrastructure and Learning Resources

The college was established in 2009 to provide quality education and is affiliated with the Savitribai Phule Pune University, approved by the Government of Maharashtra on a self-financed basis. More than 500 students are enrolled every year.

The college is committed to providing academic and physical facilities to strengthen teaching-learning.

The college uses traditional and modern classroom technology for effective teaching and learning.

The college building has a built-up area of 8000.68 square meters, and the classrooms are furnished with the latest modern amenities.

The college offers a beautiful green campus and good infrastructural support with properly ventilated classrooms, lab, library, gymnasium, indoor and outdoor sports fields, auditorium, doctor and first aid facility, e-classroom, offices, standard rooms for boys' and girls' students and staff, and a beautiful greenery.

The library is partially automated with ILMS and has an adequate number of texts, reference books, and national and international journals.

The college has an internet-leased line with a speed of 50 Mbps.

A CCTV surveillance system is installed for the safety and security of the students.

The maintenance section ensures repairs, maintenance, and the cleanliness of the campus.

State-of-the-art infrastructural facilities and learning resources are available in the college to provide students with a quality education.

Student Support and Progression

The college nurtures its students and provides excellent guidance and support for their future careers.

A warm relationship between the students and teachers is maintained, achieving the college's vision and mission.

The State Government provides financial assistance to students in the SC/ST/OBC category.

The college supports the students in applying for scholarships offered by the Government; as a result, 100 % of enrolled students succeed in getting their scholarships.

The scholarships are paid by the Government through Bank by the DBT method to the students.

Differently-abled students get the facilities provided by the college to bring about social equity.

The college guides competitive examinations through the Career Counselling Cell and Placement Cell.

The average number of students benefit from guidance for competitive examinations is about 40 % annually.

The college's NSS unit helps the students engage in social outreach activities.

The college has constituted Equal Opportunity Cell, Grievance Redressal Cell, Career Guidance, Placement Cell, Anti-Ragging Cell, and Woman Sexual Harassment Cell as per Hon. Supreme Court guidelines

The student union has constituted by the college according to affiliating university guidelines. The members of the Student Council are selected by merit as per Government directions.

Sports and cultural competitions are held regularly, and many students have participated in the university, state, and national level games during the assessment period.

The college has a functional Alumni Association whose members help the students with sports, culture, and financial, material, and academic support.

Governance, Leadership and Management

The college has a well-defined vision and mission and performs its academic work accordingly.

The vision:

To establish equal education opportunity without regard to gender, colour, race, religion, national origin, or disability.

To promote higher education for the aspirants in rural, tribal, and backward areas and enable students to enter the dynamic world and contribute to society productively and confidently.

The Mission: To put dedicated efforts into imparting quality and value-based education to students and mainstreaming the practices that facilitate students' intellectual, emotional, physical, and cultural growth.

The college has a well-defined Governance, leadership, and Management structure. The college adopts democratic principles for the daily administrative process and entirely follows the decentralized working of the college.

The College Development Committee and Governing Council of the Trust provide timely guidance to the Principal.

The Principal is an academic head and monitors the entire educational process.

The college has established several internal committees as per the guidelines of the UGC, and affiliating university, such as admission, discipline, Library, IQAC, timetable, examination, student welfare, anti-ragging, grievance committee, NSS, Sports, cultural committee, and internal complaint committee.

Through several internal committees, the college controls and monitors curricular, co-curricular, and extra-curricular activities.

Institutional Values and Best Practices

The college considers its values and best practices an essential and typical feature for the students' growth and development. It provides consistency over time and the expected behaviors of how administrators, teaching, and non-teaching staff engage with each other.

The college's well-defined mission and vision are standard practice in almost all the strategic planning processes.

The college creates awareness of gender equity, equal rights, and opportunities for boys and girls students for harmonious and peaceful coexistence on campus.

The college has an internal complaint committee and an anti-harassment cell, with lady teachers and other college members. It conducts various programs throughout the year as part of gender sensitization to the students.

The college takes necessary steps and creates awareness among the students to segregate the waste as dry and wet waste separately.

The college observes Constitutional Awareness activity from November 21 to 26 and makes the students pledge to uphold the principles and values directed by the Constitution of India.

The college observes the birth and death anniversaries of national icons and other famous personalities as a tribute to honor them and explain their immense contribution to making our nation great.

The college introduced two best practices: 1. Remedial Teaching to SC/ST/OBC/Minorities to give additional help to students who have fallen behind the rest for one reason or another, and the second best practice is Holistic Education for Undergraduate Students to extend a helping hand to needy and deserving students.

The college creates awareness among the students through these best practices, provides quality higher education, and motivates them to complete their higher education in residential areas.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	DHANLAXMI SHIKSHAN SANSTHA'S SAHKARMITRA SHIVAJIRAO KATKADE ARTS AND COMMERCE COLLEGE, NAIGAON, TAL. SINNAR, DISTRICT NASHIK
Address	SSK Campus, Taluka Sinnar, District Nashik
City	Sinnar
State	Maharashtra
Pin	422102
Website	www.sskseniorcollege.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	KEWAL TRYAMBA K KHAIRNAR	02551-9511661880	9423543510	02551-	sskmahavidyalay@rediffmail.com
IQAC / CIQA coordinator	Pravin Mahajan	02551-7620968655	9921244002	02551-	pravin.mahajan93@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

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		View Document	
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	SSK Campus, Taluka Sinnar, District Nashik	Rural	7.83	1500

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	Twelveth Pass	English	40	33
UG	BA,Hindi	36	Twelveth Pass	Hindi	40	33
UG	BA,Political Science	36	Twelveth Pass	Marathi	40	22
UG	BCom,Business Administration	36	Twelveth Pass	Marathi	120	120

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				13			
Recruited	0	0	0	0	0	0	0	0	8	5	0	13
Yet to Recruit	0				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			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				9
Recruited	3	4	0	7
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	0	0	2
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	5	5	0	10
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		Total
	0	0	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	404	0	0	0	404
	Female	113	0	0	0	113
	Others	0	0	0	0	0
Certificate / Awareness	Male	404	0	0	0	404
	Female	113	0	0	0	113
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	31	39	44	30
	Female	18	8	11	6
	Others	0	0	0	0
ST	Male	8	11	18	8
	Female	5	5	5	5
	Others	0	0	0	0
OBC	Male	207	192	240	260
	Female	101	104	92	98
	Others	0	0	0	0
General	Male	72	116	116	135
	Female	19	29	22	26
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		461	504	548	568

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The Government of Maharashtra and affiliating university has implemented the new National Education Policy from 2022-23. Hence the answer to the question from the college is nil.
2. Academic bank of credits (ABC):	The college has completed the Academic Bank of Credits account opening process as per the affiliating university's guidelines.
3. Skill development:	The college offers skill-based job-orientated add-on-courses for the benefit of the students. These courses don't come under NEP skill development courses.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using	At present college teaches the students the curriculum prescribed by the affiliating university, in its

online course):	appropriate integration of the Indian Knowledge System has been included by the university.
5. Focus on Outcome based education (OBE):	The college offers programs and courses approved by the affiliating university, and the respective Board of Studies has fixed course-wise COs and program-wise POs. The college focuses on outcome-based education as per the norms laid down by the affiliating university.
6. Distance education/online education:	The college has been granted the status of an affiliated college, and therefore college doesn't make it eligible to start distance education to the aspirants. During the Covid-19 pandemic, the college conducted online lectures and examinations successfully.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The ELC organizes activities to enhance the students' participation in the democratic elections processes commencing by India's chief election commissioner. The local government authorities make contact with the college and try to increase the eligible voters' list and provide them an opportunity to participate in the voting for general elections held by the election commissioner of India.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The college has constituted ELC as per the government authorities' prescribed norms. The senior teacher performs the duties of a Co-ordinator of the ELC. The ELC organizes several programs to motivate young students who have their year over 18 years. ELC comprises students representative and organizes their meetings frequently, and prepares the plan of the activities to be conducted shortly.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior	The Electoral Literacy Club is a platform to engage college students through exciting activities and hands-on experience to sensitize them to their electoral rights. The electoral literacy club aims to strengthen youth and future voters' participation culture. The main objective of ELC is to promote awareness of the 'Right to vote' among students and teachers, develop a culture of electoral participation, maximize ethical voting, and follow the principles 'Every vote counts' and 'No voters to be left behind.' ELC works to

<p>citizens, etc.</p>	<p>educate future voters about enrolment and another electoral processes like EVM and VVPAT.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The college undertakes socially relevant projects related to electoral issues. These projects include surveys of eligible voters and voting awareness drives to advance democratic values and participation in electoral processes. The projects' aims may be to increase the knowledge and awareness of citizens about the electoral process.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>Pledge taking on National Voters' Day (NVD) NVD is celebrated every year on the 25th of January and is dedicated to the Voters of India. NVD is a unique exercise for promoting electoral participation, and all the students will assemble and take the Voters' Pledge on National Voters' Day. Registration & Name-check students are encouraged to enroll as voters if they aren't registered. Moreover, the enrolled members of VAF will be explained how to check their names in the electoral roll through the NVSP portal. On the occasion of Rajbhasha Diwas, celebrated by holding various literary and oratory competitions in Hindi.</p>

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
517	568	548	504	461
File Description		Document		
Institutional data in prescribed format		View Document		

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 prescribed format	View Document

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
13	13	13	14	14

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
23.06	24.81	30.04	25.07	23.38
File Description		Document		
Upload Supporting Document		View Document		

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 institution ensures effective curriculum planning and delivery through a well-planned and documented process, including an Academic calendar and the conduct of continuous internal Assessment

Response:

The college has affiliated with the Savitribai Phule Pune University, Pune, and the curricula of B. A., B. Com programs offered by the college are designed, developed, and revised by the affiliating university periodically. The university has changed the B. A., B. Com curriculum from 2019-20.

The college ensures effective curriculum planning and delivery through a well-planned and documented process, including an Academic calendar and continuous internal Assessments.

The details are as follows.

1. Academic Calendar: The college prepares an academic calendar in tune with the affiliating university academic calendar, which helps prepare the action plan for every activity and event. The academic calendar is a road map that includes holidays, vacations, events, activities, workshops, and internal and university examination schedules.
2. The Monitoring System: The Principal monitors the effective implementation of the calendar through formal meetings with the heads of the Departments and the teachers. The respective head of the departments allocate the workload with their colleagues, and discussion on the academic calendar is done. The academic calendar is circulated among the students and teachers for effective implementation.
3. The Time table: The college constitutes a timetable committee for preparing and adequately implementing the entire teaching-learning process. The timetable is communicated to the students and teachers through WhatsApp, displayed on the notice boards, and shared with them syllabus links.
4. Teaching Plan and Work Dairy: The teachers prepare micro-teaching plans before the classes' commencement and get them scrutinized by their respective HOD and approved by the Principal. The IQAC reviews the micro-plans prepared by the faculty members and communicates its final decision for proper implementation. The teachers keep the recorded lectures and practicals in the diary, and the faculty engages in different periods as and when necessary and maintains their records.
5. Induction program: The college annually organizes an induction program for newly admitted students. The Principal and Head of the departments guide the students about the rules and regulations, curricular, co-curricular, and extra-curricular activities, workshops, seminars, field visits, study tours, and curriculum.

6.The Feedback on Curriculum: The college collects feedback on the curriculum from its stakeholders and uses a well-structured questionnaire. The collected feedback forms are analyzed, and the action taken report is displayed on the notice board and communicated to the students.

7.Continuous Internal Assessment:

- The college adheres to the academic schedules for the Continuous Internal Evaluation communicated by the university.
- The subject teachers announce the syllabus and display the question bank for the internal evaluation of the students.
- The examination schedules are announced and displayed in advance by the examination committee.
- The internal examination marks are displayed on the notice board for the students' information as per the schedule given in the academic calendar.
- The marks allotted are displayed on the Notice Board.

File Description	Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1 Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 40

File Description	Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2 Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 100

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
517	568	548	504	461

File Description	Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1 *Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*

Response:

Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment, and Sustainability into the curriculum

Response:

The college offers B. A. & B. Com programs, the curricula of these programs designed and developed by the Savitribai Phule Pune University.

The curricula of these programs include various topics and chapters covering cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values, and Professional Ethics.

The college took care to focus on these issues. Environmental Studies is a compulsory subject for second-year B. A. & B. Com students related to Environment and Sustainability. Similarly, Cross-cutting issues relevant to Gender, Human Values, and Professional Ethics have been covered by the university in the prescribed curricula of various subjects in the form of topics, chapters, poems, and co-curricular activities.

Environment and Sustainability.

The college teaches the importance of the environment and sustainability through various practices and programs under NSS. It conducts activities like Poster Competitions, Essay Competition on Ozone Day, International Forest Day, No Vehicle Day, Plastic Eradication, Water Analysis, Paper Bag Making and Soil Testing, Tree Plantation, Lectures of Experts in this field, Swaccha Bharat Abhiyan and Street Plays on the issues of Environment, E-waste Management, and Rainwater harvesting.

Gender Equity:

In Marathi, Hindi, and English subjects, prose, poetry, and other chapters in specific courses addresses issues related to gender sensitivity and equity.

The college organizes special programs on gender equality and sensitization and a series of invited talks on Women's Safety, and Empowerment, Guidance lectures, and Self-Defense training for girl students.

The college constitutes several committees yearly, like the Internal Complaint Committee, Grievance

Redressal Committee, and Anti-sexual Harassment Committee in prevention, prohibition, and redressal of complaints regarding sexual harassment of women employees and students and conducted awareness campaigns.

Human values

Beside the syllabus, the college organizes programs to inculcate human values in students and staff

Professional Ethics:

The college teaches ethical practices such as truthful information, facts, and equitable approach to the students through their syllabus and certificate courses. Career Guidance and Placement Cell regularly organizes placement activities, including training, development, and aptitude tests, to benefit the students.

File Description	Document
Provide Link for Additional information	View Document

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

Response: 71.18

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 368

File Description	Document
Institutional data in the prescribed format	View Document

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

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 95.25

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2021-22	2020-21	2019-20	2018-19	2017-18
208	240	239	238	218

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
240	240	240	240	240

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2 Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 100

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2021-22	2020-21	2019-20	2018-19	2017-18
119	119	119	119	119

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
119	119	119	119	119

File Description	Document
Institutional data in the prescribed format	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

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

Response: 39.77

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Response:

The college imparts the following methods to enhance the creativity and cognitive level of the students.

- 1.Experiential Learning Method: Experiential learning comprises learning activities, both inside and outside the classroom, designed to actively engage the students to learn by doing, reflecting on the process and experience, and actively creating their understanding.

The college creates experiential learning by adopting steps like analyzing needs for implementing an active learning strategy, Identifying topics and questions, Identifying learning objectives & outcomes, planning and designing the activity, identifying the sequence of learning events, and evaluating and assessing.

In Experiential learning, the students learn to take the initiative, make decisions, and be accountable for the results, and the students engage intellectually, creatively, emotionally, socially, or physically.

Experiential learning activities include hands-on experiments, field exercises, industrial visits, exhibitions, awareness programs, add-certificate courses, and project work.

2.Participative Learning Method: Participatory learning is an approach to teaching and learning which focuses on the students. It encourages learning by doing, using small groups, concrete materials, open questioning, and peer teaching.

It involves participatory learning and a collaborative approach. The students interact and learn from each other. Teachers are willing and able to learn from students to see how they see and appreciate how they make sense of their world and form a reflective learning approach, which is a learner-centered teaching method.

The participative learning method includes an induction program, ICT-enabled teaching-learning process, E-classroom sessions, google classroom, study tours, sports events, elocution competitions, remedial teaching, several competitions, youth festivals, guest lectures, training sessions, and workshops. Some activities college organizes throughout the academic year to nurture the students' participation.

3. Problem Solving Methods: The college introduces the steps in problem-solving methods like Identify the Problem, Analyse the Problem, Describe the Problem, Look for Root Causes, Develop Alternate Solutions, Implement the Solution, and Measure the Results, which provides students the opportunity to achieve new levels of excellence in critical skills in modern education.

The college emphasizes projects, group discussions, workshops, ICT-enabled training programs, Quiz Competitions, personality development programs, yoga and meditation, and Competitive Examination Cell.

File Description	Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

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

Response: 89.33

2.4.1.1 Number of sanctioned posts 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
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 32.84

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
6	4	4	4	4

File Description	Document
Institution data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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:

Response:

The college constitutes Examination Committee at the beginning of the academic year, and the examination committee plans, works, and monitors for reforms in the internal evaluation system prepares examination schedules for a term, continuous internal evaluation, and semester end, and displays on the notice board for the information of the students and the teachers. The examination schedules are sent to the students and the teachers through their registered e-mail IDs and WhatsApp numbers. The subject teachers describe the internal and external evaluation process in their classroom sessions

The college is an affiliated institute; therefore, it is obligatory to follow meticulously the guidelines laid-down by the university.

The affiliating university assessment consists of Term End Examination (TEE) and Continuous Assessment (CA) and marks allotted for CIA and University Examinations.

For 2013 & 2019 Patterns: UG, CIA 20%, and University Examinations 80%, and for 2019 Pattern UG, CIA 30%, and University Examinations 70%,

20% and 30% of the total marks in each course are assessed by CIA Tests, Model Examinations, Assignments/ Seminars, Attendance in theory courses, and Lab involvement and records in respect of Practical/Viva-Voce.

The college conducts one CIA Test per semester and two CIA class tests.

The marks allotted are displayed on the Notice Board. Internal Marks are calculated based on the marks secured in the tests, seminars/ assignments, and classroom performance.

Examination Grievances Redressal:

There is complete transparency in the internal assessment, and the college examination officer (CEO) monitors the schedule of the internal examination and internal evaluation process. The college examination committee solved the student's grievances related to internal tests.

Redressal of Grievances at College Level Examinations:

The student has to approach the CEO.

The student has to apply to CEO.

CEO will consult with the respective head of the department and teacher.

After taking opinions from HOD and the teacher, the student will be informed.

Redressal of grievances at the university level:

The college examination section handles the queries or grievances related to results, corrections in mark sheets, and certificates issued by Savitribai Phule Pune University.

Regarding revaluation and verification of answer papers, the application is collected with the necessary fee from the students and forwarded to the university. Its results are sent to the student immediately.

File Description	Document
Provide Link for Additional information	View Document

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

Response:

Response:

The affiliating university has listed the Program Outcomes (POs) and Course Outcomes (COs) for all programs, and the college works on the pre-fixed POs and Cos.

The program outcomes and course outcomes assessment plan are developed by the subjects' teachers and their concerned departments with a clear understanding of how their program is assessed.

The same is widely propagated and publicized through various means such as display and communication on the website, regulations books, Classroom sessions, Department Notice Boards, Student Induction Programs, Meetings, Interactions with employers, Parent meetings, teachers meetings, Alumni meetings, Professional Body meetings, and Library meetings.

Attainment of program outcomes and course outcomes:

The subject teachers work on the defined course outcomes and corresponding evaluation criteria laid down by the affiliating university.

After the declaration of the results, course outcomes are mapped to the program outcomes, which are used to measure how well the program outcomes are achieved.

The student's performance in the examinations during the semester in each course is used to compute the level of attainment of the POs and PSOs through mapping questions to COs and COs to POs and PSOs. CO-PO & PSO mapping for all the courses in the program is prepared by the examination officer in consultation with subject teachers.

CO Attainment:

The subject teachers do the course outcomes attainment work with the Continuous Internal Evaluation method decided by the affiliating university.

The college does the evaluation of students on three parameters:-

- a. Internal assessment
- b. Practical Examination (list of Courses having practical)
- c. University examination for university examination, question papers set for seventy marks (three hours duration) Evaluation continuously, three times during each semester.

Internal assessment for 30 marks.

The colleges need to adopt any three of the following methods for internal assessment:-

a. Written examination

b. Quiz

c. Presentations

d. Projects

e. Assignments

f. Tutorials

g. Oral Examination

Rubrics: it is a set of rules.

% of CO attainment	$\geq 70\%$	$\geq 60\% \ \& \ < 70\%$	$\geq 50\% \ \& \ < 60\%$	$< 50\%$
CO attainment level	3	2	1	0

File Description	Document
Provide Link for Additional information	View Document

2.6.2 Attainment of POs and COs are evaluated. Explain with evidence in a maximum of 500 words

Response:

Response:

The college evaluates in different ways of the attainment of program outcomes and course outcomes:

Internal Assessments:

The college meticulously conducts internal assessments per the affiliating university's guidelines, and it includes written tests for 45 minutes, consisting of 20 marks for each subject. Out of three internal evaluations, an average of the best of two is taken and sent to the university.

Result Analysis of End Semester Examination:

The college has introduced the CBCS semester pattern as prescribed by the affiliating university, and every six months, end semester examination conducts. With the help of their colleagues, the department's respective head analyses the declared results of all class students in the form of the number of students who passed, failed, secured pass class, second class, first class, and distinction. The complete analysis results

help in assessing the attainment of course outcomes of the students.

Teacher Diary:

The college encourages the teachers to maintain a diary that includes their academic information lectures engaged, participation in outreach activities, participation in seminars, workshops, and conferences, FDP, and involvement in examination work. The diary periodically verifies the department's head, and at the end of the semester, the principal evaluates it along with the teaching plans. The course outcomes are easily attained through the proper maintenance of the individual teacher diary.

Feedback System:

The college collects feedback on the teaching-learning and evaluation process once a year. the collected feedback is analyzed, which in turn helps the principal and subject teachers assess the students' course outcomes.

Alumni Association:

The college has created a WhatsApp group of the Alumni Association which helps track the program outcomes. The college gives a chance to the Alumni Association to share their experiences of their stay in the college and their progression after graduation. It helps in assessing their program outcomes.

File Description	Document
Provide Link for Additional information	View Document

2.6.3 Pass percentage of Students during last five years (excluding backlog students)

Response: 70.73

2.6.3.1 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
92	116	65	55	61

2.6.3.2 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
138	144	81	103	84

File Description	Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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 as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	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, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Response:

The college has established an ecosystem for the benefit of the students and encourages them to innovate new ideas and transfer knowledge quickly to each other.

The primary aim of establishing an ecosystem is to encourage, inspire and nurture students by supporting them to work with new ideas.

The innovation ecosystem includes activities, artifacts, and relations necessary for innovative performance, including complementary and substitute relations.

The college has provided a well-equipped area of 300 sq. fts for the daily working of the ecosystem.

The college provides a conducive environment for research and technology-driven innovations.

The college focus on the four critical constituents of the ecosystem for innovations are:

Technology: It helps teachers to choose their teaching approach and allows the students to achieve their

goals and objectives. The college provides students with communication, electrical, energy, manufacturing, and transportation tools.

Research: The college contributes to students' personal development and helps them become proactive citizens. It adopts modern and effective management in its daily work to achieve the best possible results.

Innovation: The college has introduced the concept of innovation in the teaching-learning process to solve the students' real problems in a new and simple way to promote equitable learning.

Industry: It helps the students to acquire and develop the know-how needed for a skilled occupation and is essential for occupational mobility, improvement of professional qualifications, and updating of knowledge, skills, and understanding.

Each of the above acts as a feeder to the next, creating a ripple effect on building innovative products.

File Description	Document
Provide Link for Additional information	View Document

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	View Document

3.3 Research Publications and Awards

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.36

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the

last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	1	4	0

File Description	Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	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: 0

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
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1 Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Response:

The affiliating university has approved the NSS unit to the college to reach out to the larger society and bring about a positive change in people's lives.

The major component of the outreach activities is education and raising awareness, which directly bridges the gap in services provided by official/governmental sources and non-profit organizations.

The college itself initiates various outreach activities and has about more than 200 students who assist and work for the college with enthusiasm.

Outreach activities include regular and camping activities in the adopted villages, visiting schools, giving talks at assemblies, discussing with students, participating in events such as career fairs and science and technology camps, and inviting groups of school students to our campus for lab visits and workshops.

Example of outreach activity.

Purpose of an outreach program:

The three main goals of an outreach program are to improve learning, promote civic engagement, and strengthen communities by addressing their societal needs. An outreach program creates a partnership between the communities and the educational institutions.

Objectives of Outreach Programmes:

To create an awareness of self-worth.

To provide facilities for improving living conditions, specifically for the poorer sections of society.

To stimulate self-reliance and self-development in local communities.

To encourage, train and enable local people to assume community responsibilities.

To encourage all segments of society, irrespective of caste, creed, religion, or economic situation, to cooperate on long-term development.

Achievements and Events:

The college has organized the following events aimed at providing services to the underprivileged and marginalized sections of society:

Outreach Program organized by the NSS unit in the vicinity camp in November-December every year. It aimed to involve the villagers and motivate them to do cleanliness work in public places. The college students gave short awareness lectures on Educational Opportunities, Physical Health and Sports, and Sanitation and Hygiene to the villagers.

The students performed plays on sensitive issues like Religious Coexistence and Beti Bachao; Beti Padhao recited poems and sang group, and solo songs, displaying exceptional talent and abilities, despite limited resources and financial support.

NSS Day Orientation Program holds every year, where the program officers address the existing and newly joined students and explain the program's motive

A Workshop on Sexual Health and Hygiene organizes yearly for the girl students.

The NSS units organizes Kabaddi matches between the classes to encourage the sportsman spirit among the students. Participants performed with full enthusiasm and energy, and trophies awarded to the winning teams by the college.

The NSS unit organized Talk on Health and Hygiene for Women for the women and created and maintained a comfortable atmosphere for them to discuss things they otherwise could not discuss with anyone else.

The invited experts guide them about the diseases and problems women face and the hygiene that women should take care of to avoid issues related to sexual health.

The NSS volunteers organized a cultural program on several occasions.

File Description	Document
Provide Link for Additional information	View Document

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

Response:

Response:

The college has a vibrant NSS unit and provides opportunities for students to involve themselves in social activities and ultimately develop their personalities.

The NSS unit works on the following objectives which are:

1. To identify the needs and problems of the community and involve them in the problem-solving process.
2. To develop the competence required for group living and sharing of responsibilities.
3. To acquire leadership qualities and a democratic attitude.
4. To develop the capacity to meet emergencies and natural disasters and

The central Government and Government of Maharashtra give the award intending to recognize and reward outstanding contributions towards voluntary community service by the NSS Units, Program Officers, and Volunteers to promote NSS further.

The regional and local NGOs, local self-Government Offices, Clubs, Trusts, and Institutions evaluate the outreach activities and award appreciation letters to the college for their better contribution to the outreach activities that benefit the village community. The college has received awards, trophies, and an Appreciation Letter from Village Panchayat and NGOs during the assessment period for the extension and outreach activities performed by the NSS unit.

The details of awards and recognition received listed in the following table are:

Sr. No.	Name of the activity	Name of the award/recognition for the institution	Year of Award
1	Voluntary Blood Donation Camp	NSS	2017-2018
		NSS	2018-2019
		NSS	2019-2020
		NSS	2021-2022
2	Street Cleaning	NSS	2017-2018
		SDB	2018-2019
		SDB	2019-2020
		NSS	2021-2022
3	Swatch Bharat Activity	NSS	2017-2018
		NSS	2018-2019
		NSS	2020-2021
		NSS	2021-2022
4	Road Safety Awareness Rally	NSS & SDB	2018-2019
		NSS & SDB	2019-2020
5	Free Medical Check-up	NSS	2018-2019
		NSS	2019-2020
		SDB	2020-2021
		SDB & NSS	2021-2022
6	Tree Plantation	NSS	2017-2018
		SDB	2017-2018
		NSS	2018-2019
		NSS	2019-2020
		SDB	2021-2022
7	Awareness Program on Voter Registration	SDB	2018-2019
		NSS	2020-2021
		NSS	2021-2022
8	Women Strengthen Awareness Program	SDB	2019-2020
		SDB	2020-2021

		SDB	2021-2022	
9	Appreciation of Voluntary Covid Support Outreach Initiative	NSS & SDB	2020-2021	
		SDB	2021-2022	
10	Creating Environmental Awareness During Lock-Down	NSS	2020-2021	
		SDB	2021-2022	
11	Gram Sabha & Socio-economic Survey	NSS	2017-2018	
		NSS	2018-2019	
		NSS	2019-2020	
		NSS	2020-2021	
		NSS	2021-2022	
12	Poster Presentation Competitions	SDB	2018-2019	
		SDB	2019-2020	

File Description	Document
Provide Link for Additional information	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 126

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

2021-22	2020-21	2019-20	2018-19	2017-18
30	6	30	30	30

File Description	Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for

internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 40

File Description	Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Response:

Classrooms:

The college has facilitated an adequate number of classrooms with technology-enabled classrooms and strengthened the teaching-learning process.

All the classrooms have a well-ventilated, well-furnished seating capacity of 120 each.

The college provides computers, LCD projectors, Wi-Fi, and LAN connectivity in the computer lab.

Library:

The college has a central library and an appointed qualified Librarian who oversees the library and monitors the book-issuing and receiving activities daily.

Sports Facilities:

The college has sports facilities for outdoor and indoor games like Chess, Carom, Table Tennis, Volley Ball, Kabaddi, Kho-Kho, Basket Ball, Football, and Cricket.

The college encourages the winners, the runner's team, and individual athletes with mementos, certificates, and cash prizes at the annual sports meet.

The college organizes sports events regularly for the overall development of the students. The sports events provide the students the opportunity for engagement, responsibility, enjoyment and a sense of pride in achievement, regardless of scale and team spirit.

The college organizes number of sports events for individual athletes and team events with opportunities to compete for both within and against other colleges.

Yoga and Cultural Events:

The college has well-developed Yoga facilities and conducts Yoga and Karate coaching classes as the

students need.

The college conducts cultural programs throughout the year, increasing students' participation in cultural activities.

The cultural activities have several practical implications, and the students become more passionate and confident while participating in the cultural events. The cultural events foster team spirit and a sense of responsibility in the students.

A few activities like martial arts, dance, singing, and sports promote the physical well-being of the students, and they are aware of their health and eat the right food for a healthy body.

4.1.2 Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 100

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
23.06	24.81	30.04	25.07	23.38

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

Response:

The college has a central library and a well-furnished reading hall, and the librarian does the Library's day-

to-day work.

The college library has a massive collection of textbooks, reference books, journals, magazines, periodicals, previous question banks, copies of syllabi, competitive examination resources, motivational books, newspapers, and story books. The Library has a subscription to e-books and journals to encourage the students to collect the latest information and data about their related subjects and to make students familiar with new technologies.

The college Library has partially computerized with ILMS software, subscribes to newspapers and magazines, and has a rich collection of encyclopedias, dictionaries, atlas, and yearbooks.

The Library provides access to Shodhsindhu and Shodhganga to e-journals and e-books.

The college provides Campus Web OPAC (Online Public Access Catalogue) through Wi-fi. One OPAC machine is also installed in the Library to ensure easy book access.

The Library has installed a CCTV surveillance system for safety purposes.

Online equipment like printers, scanners, Bar Code Printer, Bar Code Scanner, Photocopy Machine, and the Internet are available in the Library.

Library timing is convenient for students and teachers to access easily according to their free time.

Issuing books and returning activities are managed systematically with the help of library cards, keeping records manually, and taking visitors' signs at the entry and exit.

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection *Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

Response:

Response:

The college has adequate and latest IT infrastructure. The IT infrastructure and resources are updated and upgraded continuously as per the requirements and changing technology.

The college has Wi-Fi enabled with necessary firewalls, and computers have connected through LAN with internet facilities.

The college provides dedicated internet connectivity of bandwidth 30Mbps to promote digital flow to the students, and teachers can avail of the Wi-Fi facilities to submit their online works.

The college provides two smart classrooms digitally equipped for the strengthening teaching-learning

process.

The college has provided Computers and other related accessories, and teachers use the ICT in classroom sessions whenever needed.

The administrative work is done with the help of ICT, and the college regularly maintains the IT facilities.

Basic facilities for updating:

The computer is formatted regularly without fees and with the help of a computer operator.

Anti-virus software is regularly installed on a computer.

All computers have anti-virus software and Wi-Fi connectivity in the Principal Office, Administration office, IQAC room, examination centre, departments, and Library.

E-Services: A unique mail id is created in the college domain for the teachers and students. The college website provides all the essential information for the stakeholders.

Training programs to upgrade the programming skills of students and teachers are periodically organized through webinars.

A WhatsApp group is created for each class to communicate with students.

A bulk SMS facility is available to communicate the attendance of students. Moodle is also effectively used as a learning management system.

The college is automating all its manual work in various departments like accounts, administration, Library, admission, and record room.

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

Response: 20.68

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

Response: 25

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Percentage expenditure incurred on maintenance of physical facilities and academic support

facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 28.25

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
9.15	8.10	7.20	6.15	5.10

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	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 institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 30.06

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
132	199	162	139	149

File Description

Document

Institutional data in the prescribed format

[View Document](#)

5.1.2 Following capacity development and skills enhancement activities are organised for improving students' capability

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

Response: A. All of the above

File Description

Document

Institutional data in 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: 67.36

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
500	0	500	400	350

File Description	Document
Institutional data in the prescribed format	View Document

5.1.4 The institution adopts the following for 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: A. All 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: 4.36

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
7	5	7	4	1

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
138	144	81	103	84

File Description	Document
Institutional data in the prescribed format	View Document

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0

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

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

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: 0

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
0	0	0	0	0

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: 15.6

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
18	15	15	15	15

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:

Response:

The college has an unregistered Alumni Association, and its registration process is going on with the Charity Commissioner's office for its registration under Societies Registration Act 1860.

The college and the Alumni association jointly believe in creating and maintaining association with its alumni and existing students. The Alumni Association provides an interface for establishing a link between the alumni, teaching and non-teaching staff, and the students.

The college alumni currently work in various positions in the Government, Non-Government organizations, business houses, and service sectors. They share their practical knowledge with the existing students.

Objectives of the Alumni Association:

To encourage and promote close relations between the college and the Alumni association.

To initiate and develop programs for the benefit of the alumni.

To assist and support the college's efforts in obtaining funds for development.

To guide and assist alumni who have recently completed their courses to obtain employment and engage in productive pursuits beneficial to society

Organize and coordinate the Alumni's reunion activities and let them acknowledge their gratitude to their Alma Matter.

Collect, publish, and distribute such information as may be helpful to the Alumni Association.

The Alumni Association Contribution through various means during the assessment period:-

1. Contribution in kind of Goods: The Alumni Association helps poor students directly and occasionally

supports particular students in various types, maximum time, and financial support.

2. Book Donation: Contribution by donating Books.

3. Alumni Interaction: Alumni of the college give inputs to aspiring B. A & B. Com graduates. The college invites them as resource persons at various events, guest lectures, cultural activities, NSS programs, and sports meets. They provide inputs and share their experiences regarding skills, recent technologies & trends in the corporate world, application of knowledge, and corporate working culture.

4. Entrepreneurship Awareness: Few alumni have established enterprises in different sectors. Many of them are first-generation entrepreneurs, and they share their success stories with them.

5. Placement & Career Guidance Assistance: Alumni are working in organizations in various capacities. They share their knowledge and experience with the students and assist and guide them to crack the interviews.

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 *The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

Response:

Response:

The college works under the aegis of Dhanlaxmi Shikshan Sanstha's parent institute, Naigaon, to provide higher education to the students in the surrounding rural area in the Arts and Commerce streams.

The college has a well-defined vision, mission, and objectives which are:

The Vision:

To establish equal education opportunity without regard to gender, colour, race, religion, national origin, or disability.

To promote higher education for people in rural, tribal, and backward areas and enable students to enter the dynamic world confidently and contribute to society productively.

The Mission:

The college dedicated itself to imparting quality and value-based education to the student and mainstreaming the practices that facilitate students' intellectual, emotional, physical, and cultural growth.

The Objectives:

To promote higher education for people in rural, tribal, and backward areas.

To create social awareness, social commitment, and patriotism among the students.

To develop confidence among rural students who otherwise consider themselves inferior to urban students.

To inculcate good moral values and a sense of humanity.

To plan and conduct curricular and extension activities.

To achieve the status of the best college in the rural and tribal areas.

To increase the strength of rural, tribal students in the college.

The Governing Council of the parent body and the College Development Committee are the apex bodies

and formulate policies designed democratically and transparently in alignment with the college's vision - mission and related to all pertinent aspects of the college's governance, leadership, and management *for the development of the college.*

The college follows participatory, decentralized, transparent, and transformational management. It involves representation from the Governing Council, Principal, Vice Principals, senior faculty members, non-teaching staff, alumni, and academicians from the society.

NEP 2020: The Government of Maharashtra and the universities have not yet introduced National Educational Policy 2020 in the affiliated colleges. Therefore, in our college, NEP 2020 progress is nil during the assessment period.

6.2 Strategy Development and Deployment

6.2.1 *The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

Response:

Response:

The college was established with the view of providing higher education to the students in the surrounding rural and tribal area and also with the motto “ *?????????? ??????? ???* ” (Shikshanakadun Samrudhikade)

The College Development Committee is responsible for identifying the need for strategic plans in liaison with the vision and mission statements for educational excellence, ensuring the holistic development of the students.

After it is identified, a special committee comprising members of the Managing trust, the Principal, the IQAC Coordinator, Vice-Principals, and representatives from the stakeholders is constituted for the purpose.

The perspective plan for the years 2017-18 to 2021- 2022 included the multidimensional approach consisting of the following heads:

Curricular Aspects, Teaching- Learning and Evaluation, Research Innovation and Extensions, Infrastructure, Student Support, Governance, Environment-friendly Initiatives, Gender Audit, Equity, and Inclusivity.

The perspective plans prepared are successfully implemented in that particular year because of the proper delegation of responsibilities by the IQAC and other in-house committees.

The Promotion of Paperless Administration’ is carried out by the Administrative Office, which has used governance through paperless administration in the areas of administration, Finance, Accounts, Admission,

Student Support, Examinations, Planning, and Development.

The college follows UGC regulations, affiliating university statutes, rules, and policies, and Government of Maharashtra guidelines regarding administration setup, appointments, service rules, and procedures.

6.2.2 Institution implements e-governance in its operations

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

Response: A. All of the above

6.3 Faculty Empowerment Strategies

6.3.1 The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Response:

The college has affiliated with Savitribai Phule Pune University; therefore, the college has the compulsion to fulfill all the norms, rules, and regulations of the UGC, affiliating university, and the Government of Maharashtra.

The college follows UGC Regulations on Minimum Qualifications for Appointment of Teachers in the colleges and Measures for the Maintenance of Standards in Higher Education-2010" (Regulation No. F.3-1/2009 dated June 30, 2010), together with all amendments made therein from time to time for teaching staff.

Non-Teaching Staff: The college appoints non-teaching staff as per the sanction of the posts from the Joint Director, Higher Education, Government of Maharashtra, and strictly follows their recruitment guidelines.

The principal assesses Non-teaching staff works through annual confidential reports and performance appraisals.

Welfare Measures:

The college provides welfare measures to teaching and non-teaching staff for their benefit and progression toward higher education.

1. Casual leaves, Study Leaves, Medical Leaves, and Duty Leaves as per the rules and regulations of the affiliating university.
2. The college provides provident fund facilities for teaching and non-teaching staff.

3. The college distributes the workload to the teaching and non-teaching staff as per the rules and regulations of the affiliating university, UGC, and the Government of Maharashtra.
4. The college encourages the teachers to participate in the other colleges' conferences, workshops, and seminars and reimburse the expenses incurred.
5. The college motivates the teachers to their involvement in the assessment of answer books of the university examinations.
6. The college provides ICT facilities for teachers to complete research on time and register for Ph.D. programs.
7. The teaching and non-teaching staff get their salary as per government rules, Group Life Insurance, free computer awareness training, and compensatory off-facility. However, the non-teaching team gets an ex-gratia payment equal to their one-month pay during the Diwali festival.
8. The staff is encouraged to give suggestions and regular feedback to improve the welfare measures in the college.

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: 16.42

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
7	1	2	0	1

File Description

Document

Institutional data in the prescribed format

[View Document](#)

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

Response: 0

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

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

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
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

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:

Response:

Mobilization and Optimal Utilization of Resources:

The college works under the aegis of Dhanlaxmi Shikshan Sanstha's parent institute, Naigaon, to provide higher education to the students in the surrounding rural area in the Arts and Commerce streams.

The parent institute has received permission from the Government of Maharashtra on a self-financed basis. Therefore, college is not eligible to receive salary and other development grants from the government and funding agencies.

The college collects admission fees from the enrolled students annually as decided by the affiliating university.

The college utilizes the collected amount for the salary payment of the teaching and non-teaching staff and the college's academic and infrastructural development.

If the deficit arises at the end of the year, an equal amount contributes by the parent institute.

Conducts Financial Audits Regularly (Internal and External)

The college introduces internal and external audit mechanisms, and its financial statements are

audited annually.

Internal Audit: The principal monitors college receipts and payments statements daily and gets it done from the senior most employees of the non-teaching cadre.

The concerned non-teaching staff prepares daily fees collection register, arranges bank deposits, maintains cheque registers, prepares cheques, vouches for the payments, and prepares monthly salary payment statements.

External Audit:

The college works under the aegis of the registered Trust of Dhanlaxmi Shikshan Sanstha's, Naigaon. The trust submits its audited financial statements to the charity commissioner annually.

The college must submit its duly certified financial statements by the certified Chartered Accountant to the affiliating university, NAAC, and Government Departments.

To fulfill the above criteria, the parent institute appoints a certified Chartered Accountant to conduct an external audit of the financial statements prepared by the college.

The Chartered Accountant certifies the Incomes and Expenditures Statements, Receipts and Payments Statements, and Balance Sheet of the college.

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:

Response:

The college has constituted Internal Quality Assurance Cell (IQAC) as per the guidelines laid down by the NAAC.

The objectives of IQAC are:

To develop a system for conscious, consistent, and catalytic action to improve the academic and administrative performance of the college.

To promote measures for institutional functioning towards quality enhancement.

The college conducts IQAC meetings regularly and takes review of the work done by the IQAC during that period.

The college established IQAC on 31/05/2022. Since then, it has been performing the following tasks regularly:

1. Improvement in quality of teaching-learning and evaluation by regular inputs to all concerned based on student feedback on the teaching-learning process.
2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.
3. Providing inputs for Academic and Administrative Audits and analysis of results for improvement in weak areas.
4. Providing inputs for outreach extension activities and analysis of each exercise for better results.
5. Providing inputs for fulfilling the mission and Vision of the college.
6. Providing inputs for defining the Cos, POs, and PSOs institutionalizing the quality policies
7. Providing inputs documenting the quality-assuring strategies
8. Providing continuous improvement in the strategies after thoroughly assessing the attainment.
9. Redefining the new goals and observing the attainment level

6.5.2 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years. Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Response:

The college has constituted Gender Audit Committee and introduced a Gender Audit mechanism to promote gender equity among the students and encourages the girl students' participation in gender equity & sensitization in curricular and co-curricular activities and facilities for women on campus,

The college conducted Gender Audit every year after the admission process to create awareness about respect for every gender and to identify ways to make the college campus safe for women.

As per the guidelines of the Supreme Court, UGC, Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, the college established an Internal Complaints Committee intending to Prevent Sexual Harassment of any gender at the college. Various seminars, Guest Lectures, and workshops are organized throughout the year to teach the students about their rights and laws and fight against sexual harassment.

Objectives of Gender Audit

1. To identify the areas where gender inequality exists
2. To identify the probable reason for the gender inequality
3. To maintain a good gender balance in all fields of college.
4. To advise ways to bridge the gender gap
5. To implement the prevention of sexual harassment effectively.

Methods of conducting Gender Audit:

1. Orientation of the students and Staff members through various activities like webinars, Guest Lectures, Interactive Talk-shows, workshops, and conferences. Posters Presentations.
2. Questionnaire was circulated among the students to understand their awareness of women's safety on campus.
3. Statistical Gender Analysis was collected of all staff members, students, and management

Gender Audit survey of the college for the years 2017-18 To 2021-22:

Gender Inclusion Details

Year	particulars								Total	
	Students		Teachers		Admin Staff		Peons		M	F
2017-18	318	143	7	5	3	2	1	2	329	152
2018-19	356	148	7	5	3	2	1	2	367	157
2019-20	418	130	7	5	3	2	1	2	429	139
2020-21	433	135	7	5	3	2	1	2	444	144
2021-22	404	113	7	5	3	2	1	2	415	122

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: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document

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: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document

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:

Response:

The college undertakes several initiatives to provide an inclusive environment, i.e., tolerance and harmony towards cultural, regional, linguistic, and communal socioeconomic, and Sensitize students and employees to the constitutional obligations: values, rights, duties, and responsibilities of citizens through the celebrations od commemorate days of eminent personalities, **Nationally essential events.**

The outreach activities conducted by NSS provide an inclusive environment by bringing students and teachers with diverse backgrounds on a single platform for creating an inclusive environment.

These activities help the students to develop tolerance and harmony towards culture ,region and linguistics, communal social economics, and other diversities.

The subject Constitution of India and professional ethics are made mandatory for B. A. & B. Com programs.

The college organizes a degree certificate distribution ceremony every year, where the convocation address is delivered to inspire and motivate the students for future journeys.

The college celebrates Republic Day and Independent Day yearly, and teaching, non-teaching staff, and students participate in the cause of the nation.

Sr. No.	Days celebrated	Date
1	Sadbhavana diwas	1 Day(3rd December)

2	Gandhi Jayanti	1 Day(2nd October)	
3	Ambedkar Jayanti	1 Day(14th April)	
4	Teachers day	1 Day(5th September)	
5	Yoga day	1 Day(21st June)	
6	NSS day	1 Day(24th September)	
7	Women's day	1 Day(8th March)	
8	World environmental day	1 Day(5th June)	
9	Voters Day	1Day (25th January)	
10	Chhatrapati Shivaji Maharaj Jayanti	1 Day (19 February)	
11	Jyotiba Phule Jayanti	1 Day (11 April)	
12		1 Day (26 June)	
13	Jijamata, (Rajmata Jijau) Jayanti	1 Day (12 January)	
14	Savitribai Phule	1 Day (3 January)	

7.2 Best Practices

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

Response:

Response:

Best Practice No. 1

1. Title of the Practice: Remedial Teaching to SC/ST/OBC/Minorities students.

2. The Objectives of the Practice:

- To help students to cope with the demands of coursework
- To give additional help to students who have fallen behind the rest for one reason or another.
- To improve the student's academic skills and linguistic proficiency in various subjects.
- To raise their comprehension of fundamental issues to provide a stronger foundation for further academic work.
- To strengthen their knowledge skills and attitudes in such subjects, where quantitative and qualitative techniques and laboratory activities are involved so that the necessary guidance and training provided under the program may enable the student to come up to the level needed for pursuing higher studies efficiently

3. The Context:

- Scheme of remedial coaching at the Undergraduate level for the students belonging to SC /

ST/OBCs/Minorities.

- The Individualized Educational Program seeks to strengthen the basis of learning, assist students in overcoming their learning challenges, and improve their potential to meet each individual's learning needs.

4. The Practice:

- Remedial teaching to acquire language skills to speak and write English correctly and confidently is an urgent need for many students from rural areas.
- The students are streamed according to abilities using a diagnostic test soon after admission.
- Teachers who teach English, Economics, Accountancy, and Mathematics offer remedial programs throughout the academic session.

5. Evidence of Success:

- Significant learning difficulties have been observed to be experienced by many students
- The objectives of this study were to assess the effect of remedial teaching in improving academic performance among poorly performing students in their complex subjects and to assess factors that could affect academic performance.
- The study was conducted in 2014, and academically poorly performing students with <40 % marks in their previous examinations were selected.
- The students received academic support, sessions on study skills, stress-coping strategies, and counselling regarding their academic and non-academic problems.
- The test scores among all participants in remedial sessions were statistically significant.
- Individualized remediation measures can significantly enhance the student's academic performance and help them make satisfactory progress on the course.

6. Problems Encountered and Resources Required:

- The concerned subject teachers voluntarily do remedial teaching. Therefore, there are no financial implications.
- The remedial coaching is conducted after the completion of daily teaching schedules.

7. Notes (Optional)

Best Practice No. II

1. Title of the Practice: Holistic Education for the Undergraduate Students in the Vicinity.

2. The Objectives of the Practice:

- To extend a helping hand to needy and deserving students
- To provide financial assistance to poor students irrespective of category
- To ensure higher education for all
- To provide quality higher education for rural area students
- To address contemporary issues and trends through Higher Education
- To enhance the thrust area of students and provide the necessary support to reach their goal

3. The Context:

- In the fast-changing scenario, most parents cannot afford higher education for their wards due to costly higher education.
- In the vicinity of the college, several students are not well-to-do and cannot afford costly higher education.
- The students are respected and talented in their studies, but their financial status discourages them from continuing their education.
- The scenario sensitized late Shri Sahkarmitra Shivajirao Katkade, chairman. It established Dhanlaxmi Shikshan Sanstha's Sahkarmitra Shivajirao Katkade Arts and Commerce College, Naigaon, Tal: Sinnar, District Nashik, to fulfill the dreams and aspirations of the weaker section of society.
- The college provides higher education at the learners' doorsteps and financial assistance to needy and deserving students.
- Due to his vision, many students, especially girls, have completed their higher education and are getting enough space for learning.

4 The Practice:

- The degree alone will not help to gain employment opportunities in the fast-changing, globalized world.
- The students should undergo value-added and employability certificate courses so that the industry can recruit them.
- The college provides employability, add-on-courses, and financial support to deserving and meritocracy students at the time of admission.
- Approximately 150 students get the benefit every year.
- The college has encouraged and helped people experiencing poverty and aspirants get quality higher education.
- The result has been reflected in the increase in students' strength in college every year.

5. Evidence of Success:

- Earlier, students were struggling to get higher education at an affordable price; because of this, most of the students didn't continue their education.
- Since its inception, the college has been trying to help them to fulfill their aspirations.
- Timely financial support, scholarships, free ships, fee concession, and adequate time for remittance of fees have helped to deserve poor meritorious students to attain the degree of their choice.
- Every year the college has been extending its hand for the betterment of the student community, and the increase in students' strength is a testimony of the success in providing holistic education to the college.

6. Problems Encountered and Resources Required:

- It is known that every good initiation and Practice faces ups and downs.
- The college is no exception. It was established in 2009 with F. Y. B. A. & B. Com classes. Few students were taken admission, and four teachers worked.
- Initially, the college faced many challenges, like providing infrastructure, qualified teaching staff, and transportation facilities to remote areas and meeting the demands of the students' community.

- The college didn't lose its faith and continued to work for the betterment of students by providing quality higher education.
- At the same time, getting and retaining qualified teaching staff and fulfilling students' demands were challenging.
- Eventually, it identified the area for improvement and started attracting students and teachers.
- As a result, the college's strength has reached more than 600 students and 15 qualified teachers.

7. Notes (Optional)

7.3 Institutional Distinctiveness

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

Response:

Response:

Paying back to the society and environment the mission set by the founder, late Shri Sahkarmitra Shivajirao Katkade, in 2009 with the spirit of sincerity, the college believes in high academic and professional standards and societal performance.

The college management believes college life is not about curricular, co-curricular, and extra-curricular activities, sports and games, cultural events, friends, and fun. It is about learning to interact with the community and people and share the acquired knowledge with them.

Student-centred system goals:

The college encourages the students to align their standards with industry and social demands as part of this process. The well-defined student-centered system has the following goals:

To establish and maintain state-of-the art teaching facilities.

To train students in emerging technologies.

To set up and maintain state-of-the-art laboratories

To create number of incubation centres

To provide training in emerging technologies through Training and Placement of Cell

To empower the student community through Students Activity Centre

To emerge as a hub for educational excellence to achieve higher education that is on par with industry and societal requirements

The college integrates cross-cutting issues relevant to Gender, Environment, Sustainability, Human Values, Professional Ethics, and societal inequities.

The college provides an opportunity for the students to contribute to making the society in which they live a better place and to grow as better individuals, and commit itself to inculcating social values and responsibilities in its students.

The college aims to educate, enable and empower youth, especially girl students, that form a significant section of the student community in the college.

The college emphasizes the need to mainstream the marginalized and weaker sections of the students to ensure justice and equity in society.

The college follows a proactive financial aid policy and a Need Blind Admission Policy. Apart from the regular syllabus in the various courses, the students are provided with add-on courses to enhance their employable skills like Tally, MS Office, Shares Market, Spoken English, Karate and Boxing, Yoga, and Meditation, and ICT skills for Economically Weaker Students.

The college conducts many activities to develop the academic and overall personality of the student, making them socially responsible citizens.

The Placement Cell has organized interactive sessions with executives from different fields to give the students a broad perspective of various career opportunities.

The college tries enriching the students' cultural activities, games, and sports. The college shapes the learners into better citizens enriched with self-confidence, perseverance, patriotism, and humanity.

The NSS unit of the college is quite active throughout the year, organizing various outreach programs like blood donation, cleanliness drives, tree plantation drives, etc., in addition to a 7-day camp in the outskirts of the vicinity of the college to render service to the local community.

NSS Unit, which undertakes various services to teach social values. Throughout the year, the NSS unit undertakes many events ranging from street plays, cleanliness drives, tree plantation drives, donation drives, waste management drives, gender equity, and field visits.

The college organizes 'Blood Donation and Health Check-Up Camps' for the students and staff and local youth clubs, hospitals, and people who benefit from it.

The college has a spacious and well-equipped ground with gymnastic equipment. It is open to every youth in the college free of cost.

The college has been following a reduced paper drive policy and strictly prohibits using plastic for creative activities.

5. CONCLUSION

Additional Information :

Dhanlaxmi Shikshan Sanstha established a Sahkarmitra Shivajirao Katkade Arts and Commerce College, Naigaon, Taluka Sinnar, District Nashik, on 1/1/2009 on a self-financed basis.

Apart from offering Undergraduate Programs in Arts and Commerce, the college has introduced several add-on-certificate courses on Certificate Course in Tally, GST, MSOffice, Personality Development, Interview Technique, Share Market, Communication Skills, and Spoken English for the benefit of the students, mainly belong to rural and tribal area.

Though the college is located in a rural area, it provides quality education to aspirants in their area, and it is enhancing their knowledge constantly In keeping with its goal of imparting education that focuses on the overall integrated development of our students.

The college implements E-governance to provide a more straightforward and efficient system of governance that promotes transparency and accountability within the institution. The college believes in including people with disabilities by promoting the rights and dignity of each individual.

Concluding Remarks :

The college has expanded its horizons in 13 years since its inception, attaining many milestones.

The students receive industry-relevant skill-based education intending to meet the rising demand in the job market in the economics, management, computer, and retail sectors.

The college has constituted a research committee for theoretical and applied interdisciplinary research.

A few teachers have written papers, presented them at National and International Conferences, and published them in reputed journals.

The college provides supportive and interactive classroom pedagogy, and the teachers are encouraged to use ICT tools to deliver their lectures using audio, videos, and PPTs.

The small, medium, and micro enterprises visit the college annually, and the large college students find placements with them.

The college strives to fulfill its vision of imparting transformative education to empower young women and promote a more just and humane society.