



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

|   |                              |
|---|------------------------------|
| <b>1. Name of the Institution</b>             | PEMRAJ SARDA COLLEGE         |
| Name of the head of the Institution           | Amarja Ajit Rekhi            |
| Designation                                   | Principal                    |
| Does the Institution function from own campus | Yes                          |
| Phone no/Alternate Phone no.                  | 0241-2431337                 |
| Mobile no.                                    | 9422226039                   |
| Registered Email                              | sardacollege2000@yahoo.com   |
| Alternate Email                               | sardacollege_anr@dataone.in  |
| Address                                       | Borkarnagar, Post Box No. 50 |
| City/Town                                     | AHMEDNAGAR                   |
| State/UT                                      | Maharashtra                  |
| Pincode                                       | 414001                       |
| <b>2. Institutional Status</b>                |                              |

|  |                            |
|--|----------------------------|
| Affiliated / Constituent               | Affiliated                 |
| Type of Institution                    | Co-education               |
| Location                               | Urban                      |
| Financial Status                       | state                      |
| Name of the IQAC co-ordinator/Director | Satyajit Tejpal Patil      |
| Phone no/Alternate Phone no.           | 09890113797                |
| Mobile no.                             | 8698651840                 |
| Registered Email                       | sardacollege2000@yahoo.com |
| Alternate Email                        | iqac.psc@gmail.com         |

### 3. Website Address

|  |   |
|--|---|
| Web-link of the AQAR: (Previous Academic Year)                           | <a href="http://sardacollege.org/wp-content/uploads/2019/11/AQAR-2017-18.pdf">http://sardacollege.org/wp-content/uploads/2019/11/AQAR-2017-18.pdf</a> |
| <b>4. Whether Academic Calendar prepared during the year</b>             | Yes   |
| if yes,whether it is uploaded in the institutional website:<br>Weblink : | <a href="http://sardacollege.org/wp-content/uploads/2020/03/2018-19.pdf">http://sardacollege.org/wp-content/uploads/2020/03/2018-19.pdf</a>           |

### 5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity    |             |
|-------|-------|------|-----------------------|-------------|-------------|
|       |       |      |                       | Period From | Period To   |
| 2     | A     | 3.02 | 2013                  | 23-Mar-2013 | 22-Mar-2018 |

### 6. Date of Establishment of IQAC

25-Jan-2004

### 7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture |                   |                                       |
|---|-------------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC                             | Date & Duration   | Number of participants/ beneficiaries |
| IQAC Meeting  | 27-Apr-2019<br>01 | 10                                    |
| IQAC Meeting  | 03-Jan-2019       | 11                                    |

|  |                   |    |
|--|-------------------|----|
|  | 01                |    |
| IQAC Meeting   | 25-Aug-2018<br>01 | 11 |
| IQAC Meeting   | 06-Jul-2018<br>01 | 11 |
| IQAC Meeting   | 22-Jun-2018<br>01 | 10 |
| Guest Lecture on Ethics<br>in Research   | 05-Dec-2018<br>01 | 25 |
| Symposium on Creation of<br>Positive Working<br>Environment on the<br>College Campus | 29-Aug-2018<br>01 | 54 |
| <a href="#">View File</a>  |                   |    |

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

| Institution/Department/ Faculty | Scheme       | Funding Agency   | Year of award with duration | Amount   |
|---------------------------------|--------------|------------------|-----------------------------|----------|
| Institution                     | Earn Learn   | SPPU             | 2019<br>365                 | 281800   |
| Institution                     | NSS          | SPPU             | 2019<br>365                 | 100785   |
| Institution                     | Scholarship  | State Government | 2019<br>365                 | 3416653  |
| Institution                     | Salary Grant | State Government | 2019<br>365                 | 55558094 |
| <a href="#">View File</a>       |              |                  |                             |          |

|  |                           |
|--|---------------------------|
| <b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>   | Yes                       |
| Upload latest notification of formation of IQAC  | <a href="#">View File</a> |
| <b>10. Number of IQAC meetings held during the year :</b>  | 5                         |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website       | Yes                       |
| Upload the minutes of meeting and action taken report  | <a href="#">View File</a> |
| <b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b> | No                        |

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

1. Annual planning of the Curricular and Cocurricular Activities 2. Assessment of the proposals of teachers for CAS 3. Assessment of the Annual API forms submitted by all teachers 4. Submission of Annual Reports from the heads of various departments 5. Consideration Compliance of the expectations by the stakeholders

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

| Plan of Action  | Achivements/Outcomes   |
|---|--|
| To submit the Annual Report to the Savitribai Phule Pune University within stipulated time  | Successful submission of Annual Report to the University   |
| To have timely submission of Annual Reports from the heads of various departments           | Timely submission of Annual Reports from the heads of various departments  |
| To assess the Annual API forms submitted by all teachers                                    | Assessment of the Annual API forms submitted by all teachers was done  |
| To upgrade the institutional infrastructure to meet the students' requirements              | Measures were taken to upgrade the institutional infrastructure (provision for ICT enabled classrooms and Language Lab, extension of Multipurpose Hall, landscaping of Botanical Garden, renovation of Student Support Cell) |
| To plan annual curricular cocurricular activities in the institution for Quality Sustenance | Planning of proposed curricular cocurricular activities was done through Academic Calendar   |
| <a href="#">View File</a>   |  |

**14. Whether AQAR was placed before statutory body ?**

Yes

| Name of Statutory Body        | Meeting Date |
|-------------------------------|--------------|
| College Development Committee | 09-Apr-2021  |

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2019

|  |   |
|--|---|
| Date of Submission   | 25-Jan-2019   |
| <b>17. Does the Institution have Management Information System ?</b>                             | Yes   |
| If yes, give a brief description and a list of modules currently operational (maximum 500 words) | <p>The institution has an MIS with the help of which all the information related to administration, academics and finance is duly filled up by the institution. It includes</p> <ol style="list-style-type: none"> <li>1. General details of the Office/Institute</li> <li>2. Details of Courses Conducted in the Institution</li> <li>3. Total Approved Seats</li> <li>4. Details of Approved Seats (With Designation)</li> <li>5. Details of Approved Seats (According to Subjects)</li> <li>6. Details of Research Activities in the Institution</li> <li>7. Details of M. Phil. and Ph. D. Students (Admitted to the Research Centers)</li> <li>8. Details of Student Enrollment In Different Courses</li> <li>9. Details of The Minority Students Enrollment</li> <li>10. Details of The Physically Handicapped Students Enrollment</li> <li>11. Details of Hostel Facility</li> <li>12. Details of Scholarship Availing Students</li> <li>13. Details of Availability of Physical Education Facilities</li> <li>14. Details of Library</li> <li>15. Details of Physically Handicapped Students and Expenditure Thereon</li> <li>16. Details of Examination Results</li> <li>17. Breakup of Fees Received</li> <li>18. Expenditure Status of Plans/ Schemes</li> </ol> <p>Ours is a multifacility institute catering to around 2000 students through undergraduate and postgraduate programs. Computer based system for management of information is in place in the college. The college is partially automated. The data is collected on several parameters such as teachers, student enrolment, programs, examination results, finance and infrastructure. Majority of processes related to admission, scholarships and examination are managed electronically. The library uses OPAC system for book records. Library books are issued by barcode system. The Exam data is maintained by Enterprise Resource Planning (ERP) system. Tally software is used by Accounts Section, to keep the financial records of aided and unaided programs, salary and nonsalary grants. The IQAC updates the college</p> |

website periodically by uploading the previous years AQAR, Current years Academic Calendar, Time Tables, Policy Manuals, Reports and photos of various events and other data pertaining to NAAC. MIS facilitates management of data and submission to College administration, Management, UGC, AISHE, DHEMHRD and SPPU.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Pemraj Sarda College is permanently affiliated to SPPU and hence is bound to follow the prescribed curricula. The college is designed to enable and empower its students from all ethnicities and all socioeconomic classes of the society towards achieving a broader perspective, thus helping them become honest and responsible citizens of India. It nurtures the students so as to develop their personalities with multi-faceted dimensions. The IQAC prepares the next academic calendar at the end of the previous year by consultation with the Principal and departmental heads. The calendar takes care of the regulations set by the SPPU. The academic year begins with the process of admissions wherein the admission committees are set up for the proper guidance of the students. By that time timetabling committees prepare the timetable and send it for perusal to all the departments and the suggested changes are taken care of. Then the departments prepare their own calendars and plan their activities tentatively. By that time the previous year's results are available which are analyzed by the departments and the performance analysis is conveyed to the IQAC. There is complete liberty to the departments about conduction of remedial courses for slow learners/ adapting special techniques for the advanced learners. The staff being highly qualified tries to impart sound theoretical knowledge coupled with extensive practical skills aiming at the students' personality development. The college creates a platform for peer learning and sharing which erases the class and caste divide among the students and teaches them principles of equitable justice as stated in our constitution. ICT is used in a big way to enhance the learning experience. Google class-rooms, you-tube videos, ppts for certain topics enrich the learning experience in a greater way. There are whatsapp groups formed as per need which are used as platforms for the students' interactions with the teachers. Many times, students directly call the teachers regarding their doubts. The questionnaires are mainly supplied to the students to give a rigorous practice to important topics. Some skill based courses are designed by some departments as per students' liking and demands. Students' continuous evaluation is done through internal exams, orals, seminars and surprise tests. Students are also given assignments frequently. All the courses are choice based credit courses. Students' have freedom to participate in co-curricular and extra-curricular activities and even learn from the open sources such as SWAYAM, NPTEL etc. There is a semester pattern for all the programmes. Majority of the staff participates in the paper setting, assessment/evaluation process. Students complete their respective projects under the guidance of their guides, participate in field visits and submit the tour reports. The staff participates in the orientation, refresher courses, FDPs, STTPs etc. At the end of the academic year we collect feedback on curriculum from students, parents, alumni, employers. This feedback is

analysed in the IQAC and the reports are discussed with departments. This helps the departments to convey to the BOS members for further action. The campus interviews are conducted yearly.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate                                 | Diploma Courses | Dates of Introduction | Duration | Focus on employability/entrepreneurship | Skill Development |
|---|-----------------|-----------------------|----------|---|-------------------|
| Food processing and preservation            | NIL             | 24/07/2018            | 30       | partly                                  | yes               |
| Biofertilizers and Biopesticides            | NIL             | 04/09/2018            | 30       | partly                                  | yes               |
| Probiotics and Prebiotics for health foods  | NIL             | 21/01/2019            | 30       | partly                                  | yes               |
| Industry oriented new web technology        | NIL             | 03/12/2018            | 15       | yes                                     | yes               |
| Certificate course in communicative English | NIL             | 24/09/2018            | 15       | yes                                     | yes               |
| Quantitative Aptitude                       | NIL             | 04/02/2019            | 15       | yes                                     | yes               |

#### 1.2 – Academic Flexibility

##### 1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course          | Programme Specialization | Dates of Introduction |
|---------------------------|--------------------------|-----------------------|
| BSc                       | Botany                   | 15/06/2018            |
| <a href="#">View File</a> |                          |                       |

##### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|---|
| MA                               | Marathi                  | 01/08/2018  |
| MA                               | English                  | 01/08/2018  |
| MA                               | Political Science        | 01/08/2018  |
| MCom                             | Commerce                 | 01/08/2018  |

##### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

|                    | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 156         | Nil            |

### 1.3 – Curriculum Enrichment

#### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses       | Date of Introduction | Number of Students Enrolled |
|---------------------------|----------------------|-----------------------------|
| NIL                       | Nil                  | Nil                         |
| <a href="#">View File</a> |                      |                             |

#### 1.3.2 – Field Projects / Internships undertaken during the year

| Project/Programme Title   | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---------------------------|--------------------------|---|
| BSc                       | All                      | 128   |
| BSc                       | Electronics              | 11  |
| BA                        | History                  | 9   |
| BBA                       | Computer Applications    | 10  |
| BSc                       | Computer Science EVS     | 39  |
| BA                        | All                      | 129   |
| <a href="#">View File</a> |                          |   |

### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

|           |     |
|-----------|-----|
| Students  | Yes |
| Teachers  | Yes |
| Employers | Yes |
| Alumni    | Yes |
| Parents   | Yes |

#### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

| Feedback Obtained   |
|---|
| <p>The college collects feedback on curriculum in a structured format from all the five stakeholders: students, teachers, alumni, parents and employers. The college being affiliated to the Savitribai Phule Pune University is bound to follow the syllabi designed by the board of studies of the respective subjects. At the intervals of five years the syllabi are revised by the university. The teachers in our college actively participate in the restructuring activity either in the role of a member of BOS or a member of subcommittee for subjects or a participant in the syllabus restructuring workshops. In all these roles the attention is given to the expectations of all the stakeholders about the curriculum. The college has a time-tested mechanism to obtain feedback from stakeholders. Students send their responses through various channels. All types of communication—upward, downward, horizontal and grapevine—is practised as and when required. Especially the structured feedback forms on curriculum are designed by the IQAC and are distributed to near about ten per cent students and also to some parents and alumni. The questionnaire is designed to know their views about ten aspects of the syllabi. The questionnaires collect students' views about - 1) the utility of the curriculum in increasing competencies, 2) the learner-centric approach in its designing, 3) updation of domain knowledge, 4) logical sequence of units involved, 5) element of interest in the contents, 6) application in real life situations, 7) appropriate assessment strategies, 8) relevance of curriculum at workplace and 9) the size of the syllabus. In the tenth question while noting the views, the availability</p> |



of the study material like text books and reference books is also noted down. The questionnaires are designed bilingually which facilitate the local language candidates. The students' expectations are noted through these responses. Their replies are analysed at the IQAC with the help of the heads of the respective departments. The summarised results are then put up on the syllabus restructuring platform through the subject teachers. The responses from the parents are analysed in order to check whether the curricula meets the needs of their wards from the view of employability and whether their wards find the syllabuses heavy, moderate or too easy to learn. The views of the alumni are very valuable as they face the open market challenges. The pros and cons of the curriculum learnt by the alumni are sharply noted by them. This activity surely notices the growing and changing social and market needs. The most valuable remarks are collected from the employers. They focus on the shortcomings of the current curricula and also give inputs for catering the market needs so as to suit the current trends.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BSc                   | SYBCS                    | 80                        | 40                             | 40                |
| BCA                   | SYBCA                    | 80                        | 25                             | 25                |
| BSc                   | SYBSC                    | 240                       | 128                            | 128               |
| BCom                  | SYBCOM                   | 360                       | 197                            | 197               |
| BA                    | SYBA                     | 360                       | 129                            | 129               |
| BSc                   | FYBCS                    | 80                        | 67                             | 67                |
| BCA                   | FYBBACA                  | 80                        | 31                             | 31                |
| BSc                   | FYBSC                    | 240                       | 195                            | 195               |
| BCom                  | FYBCOM                   | 360                       | 314                            | 314               |
| BA                    | FYBA                     | 480                       | 290                            | 290               |

[View File](#)

### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2018 | 1750  | 222   | 18  | 13  | 13   |

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
|                            |   |                                   |                                  |                            |                                 |

|  |    |   |    |     |   |
|--|----|---|----|-----|---|
| 30   | 30 | 3 | 12 | Nil | 3 |
| <a href="#">View File of ICT Tools and resources</a>         |    |   |    |     |   |
| <a href="#">View File of E-resources and techniques used</a> |    |   |    |     |   |

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

In college, students come from varied backgrounds to study. They are of different calibre, different aspirations and different hurdles. In the process of learning, a few of them face some or the other problem. They try their best to solve their problem on their own, in the best capacity. But if the problem persists, it might grow. The problem might become an obstacle in their career and academics. This might have an impact on their grades and their overall performance. So for this, the mentor-mentee system has been implemented in the college. It is a system where the teachers of the college are allotted a specific number of students. The teacher becomes the mentor and the students become the mentee. The main job of the mentor is to make the mentees comfortable and give them a conducive environment to talk and share their thoughts. A specific number of students are allotted to each teacher, so that no mentor is overburdened. The mentor should have a span that allows them to see and guide all the students. The teachers act as a friendly mentor to the students allotted to them. Mentoring sessions are conducted by all the departments. All students undergo this process irrespective of their branch, their marks or their attendance. The purpose of these sessions is to establish a rapport with them and to check the overall improvement of the students. She/he interacts with them periodically. The teacher / mentor tries his/her level best to bring trust and faith to the table. The mentor tries to make the student comfortable so that he/she relies on the teacher. Problems faced by the students are generally financial issues, logistic issues or academic issues. The mentoring sessions are taken over the year as per the need and the requirement of the mentee. It is seen that just before the exams the students face a lot of pressure. So the mentoring sessions help them to relive the pressure and ease the tensions. Important information and updates are communicated to the mentees during the sessions and also via social media. Mentoring sessions have proved to be useful in tracing the learning process of the students. These sessions are necessary to let off the mental burden from the minds of the students. As the students become relaxed they are able to focus on the studies and score more. Any personal issues of the mentee are discussed and sorted as far as possible. Thus mentoring sessions are vital for the overall growth of the students.

|  |                             |                       |
|--|-----------------------------|-----------------------|
| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
| 1972   | 30                          | 1:66                  |

**2.4 – Teacher Profile and Quality**

2.4.1 – Number of full time teachers appointed during the year

|                             |                         |                  |  |                          |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
| 53                          | 30                      | 23               | Nil                                      | 21                       |

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation         | Name of the award, fellowship, received from Government or recognized bodies |
|---------------|---|---------------------|--|
| 2018          | Dr.Maheswari Gawit  | Associate Professor | Samaj Bhushan Puraskar   |
| 2018          | Dr.Girish Kulkarni  | Associate Professor | Achievement and Excellence in Human Rights in Global Summit and Expo         |
| 2018          | Dr.Girish Kulkarni  | Associate Professor | Jijabai Achievers award , Womens Development Cell , Shivaji College ,        |

|                           |                    |                     |   |
|---------------------------|--------------------|---------------------|---|
|                           |                    |                     | New Delhi   |
| 2018                      | Dr.Girish Kulkarni | Associate Professor | Honoured by Indians for Collective Active (ICA) , USA |
| <a href="#">View File</a> |                    |                     |   |

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| Programme Name            | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|---------------------------|----------------|----------------|--|---|
| BSc                       | BSCCS-16       | 2018-19        | 30/04/2019   | 28/06/2019  |
| BSc                       | BSCELE-15      | 2018-19        | 30/04/2019   | 28/06/2019  |
| BSc                       | BSCCHE-10      | 2018-19        | 30/04/2019   | 28/06/2019  |
| BSc                       | BSCZY-14       | 2018-19        | 30/04/2019   | 28/06/2019  |
| BSc                       | BSCBOT-12      | 2018-19        | 30/04/2019   | 28/06/2019  |
| BCom                      | COM-18         | 2018-19        | 30/04/2019   | 28/06/2019  |
| MCom                      | MCOM-22        | 2018-19        | 30/04/2019   | 04/07/2019  |
| BA                        | BAENG-01       | 2018-19        | 30/04/2019   | 19/06/2019  |
| BA                        | MAENG-19       | 2018-19        | 30/04/2019   | 19/06/2019  |
| BA                        | BAGEOG-05      | 2018-19        | 30/04/2019   | 19/06/2019  |
| <a href="#">View File</a> |                |                |  |   |

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college strictly adheres to the modifications and reforms in examination brought by Savitribai Phule Pune University from time to time. As per the university guidelines, a full time permanent teacher has been appointed as Chief Examination Officer (CEO) for a period of three years. The CEO is responsible for the smooth conduct of all examinations and acts as a custodian for every examination. He is in communication with the Controller of Examinations (CoE) of the university. The CEO has a well-equipped office, an assistant and all necessary rights for effective administration of examination.

The annual examination answer sheets of the first year students in all disciplines are assessed in the college campus. For this, a Central Assessment Programme (CAP) is scheduled every year. It is modelled on the University CAP.

The answer sheets are properly masked at the time of assessment as well as revaluation. A photocopy of the same is supplied to the student on demand. For second and third year examinations as well as post graduate examinations, Bar Code Sticker System has been recently introduced. Most of the question papers are sent by the university online. The college takes the print out and gets it photocopied as per requirement. The university appoints the External Senior Supervisor and the college never interferes in this process. Thus it is fully committed to the stringent management and smooth operation of every examination.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The IQAC's contribution in the teaching and learning process is mainly

concerned with the preparation and execution of the Academic Calendar. This calendar is prepared at the beginning of every academic year. It is inclusive and comprehensive. The heads of all departments are advised to prepare their departmental plans in accordance with the academic calendar. From time to time, the IQAC monitors the teaching process and learning process through formal/informal interaction with teachers as well as students. The Students' Council sends regular feedback to the Principal during their meetings and the same is passed on to the IQAC. The IQAC pays attention to the timely conduct of examinations. The Examination Timetable, prepared by the Exam Department, and the guidelines of the Savitribai Phule Pune University are taken into consideration in this regard. Accordingly, the Academic Calendar is modified. Care is taken not to overlap the timings of the Examinations. Students' opinions about teachers and their ways of teaching, the curricular and co-curricular activities in progress in the institution, overall facilities they avail on the college campus, etc. are paid attention to and necessary action is taken in proper direction.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://sardacollege.org/index.php/arts-ug-pg-course-outcomes-2/>

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|--------------------------|---|---|-----------------|
| BAMAR-03       | BA             | MARATHI                  | 7   | 7   | 100             |
| BAGEOG-05      | BA             | GEOGRAPHY                | 21  | 21  | 100             |
| BBACA-         | BBA            | COMPUTER SCIENCE         | 11  | 11  | 100             |
| BSCBOT-12      | BSc            | BOTANY                   | 7   | 6   | 85.71           |
| MCOM-18        | MCom           | COMMERCE                 | 46  | 45  | 97.83           |
| COM-18         | BCom           | COMMERCE                 | 100   | 63  | 63              |
| BSCCS-16       | BSc            | COMPUTER SCIENCE         | 37  | 19  | 51.35           |
| BSCELE-15      | BSc            | ELECTRONIC SCIENCE       | 12  | 12  | 100             |
| MAENG-19       | MA             | ARTS ENGLISH             | 9   | 8   | 88.89           |
| BAENG-01       | BA             | ARTS ENGLISH             | 7   | 6   | 85.71           |

[View File](#)

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://sardacollege.org/index.php/student-activities/>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

#### 3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project     | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---------------------------|----------|----------------------------|------------------------|---------------------------------|
| Total                     | 00       | NIL                        | 0                      | 0                               |
| <a href="#">View File</a> |          |                            |                        |                                 |

### 3.2 – Innovation Ecosystem

#### 3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar | Name of the Dept. | Date |
|---------------------------|-------------------|------|
| NIL                       | NIL               |      |

#### 3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation   | Name of Awardee | Awarding Agency | Date of award | Category |
|---------------------------|-----------------|-----------------|---------------|----------|
| NIL                       | NIL             | NIL             | Nil           | 00       |
| <a href="#">View File</a> |                 |                 |               |          |

#### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center         | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---------------------------|------|--------------|----------------------|--------------------|----------------------|
| NIL                       | NIL  | NIL          | NIL                  | NIL                | Nil                  |
| <a href="#">View File</a> |      |              |                      |                    |                      |

### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 00    | 00       | 00            |

#### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| Commerce               | 1                       |

#### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type          | Department | Number of Publication | Average Impact Factor (if any) |
|---------------|------------|-----------------------|--------------------------------|
| National      | Economics  | 2                     | 4.03                           |
| National      | Geography  | 1                     | 2.14                           |
| International | Botany     | 4                     | 5.34                           |
| International | Chemistry  | 4                     | 5.59                           |
| International | Zoology    | 1                     | 4.42                           |
| International | Psychology | 1                     | 6.26                           |
| International | Geography  | 1                     | 7.9                            |
| International | History    | 6                     | 5.64                           |
| International | Library    | 1                     | 3.45                           |
| International | Physical   | 1                     | 4.36                           |

**Education**[View File](#)**3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year**

| Department   | Number of Publication |
|--|-----------------------|
| <b>Marathi</b>                                     | <b>7</b>              |
| <b>Political Science and Public Administration</b> | <b>1</b>              |

[View File](#)

**3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index**

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|--------------------|----------------|------------------|---------------------|----------------|---|---|
| <b>NIL</b>         | <b>NIL</b>     | <b>NIL</b>       | <b>2019</b>         | <b>0</b>       | <b>NIL</b>  | <b>Nil</b>                                  |
| <b>NIL</b>         | <b>NIL</b>     | <b>NIL</b>       | <b>2018</b>         | <b>0</b>       | <b>NIL</b>  | <b>Nil</b>                                  |

[View File](#)

**3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)**

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index    | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|--------------------|----------------|------------------|---------------------|------------|---|---|
| <b>NIL</b>         | <b>NIL</b>     | <b>NIL</b>       | <b>2018</b>         | <b>Nil</b> | <b>Nil</b>                                  | <b>NIL</b>  |
| <b>NIL</b>         | <b>NIL</b>     | <b>NIL</b>       | <b>2019</b>         | <b>Nil</b> | <b>Nil</b>                                  | <b>NIL</b>  |

[View File](#)

**3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :**

| Number of Faculty                  | International | National | State      | Local      |
|------------------------------------|---------------|----------|------------|------------|
| <b>Attended/Seminars/Workshops</b> | <b>1</b>      | <b>2</b> | <b>4</b>   | <b>2</b>   |
| <b>Presented papers</b>            | <b>3</b>      | <b>3</b> | <b>Nil</b> | <b>Nil</b> |
| <b>Resource persons</b>            | <b>1</b>      | <b>4</b> | <b>1</b>   | <b>2</b>   |

[View File](#)

**3.4 – Extension Activities****3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year**

| Title of the activities              | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|--------------------------------------|--|--|--|
| <b>Pune University Vardhapan Din</b> | <b>NSS Savitribai Phule Pune University</b>  | <b>3</b>   | <b>150</b>   |

|  |                                      |   |     |
|--|--------------------------------------|---|-----|
| World Environment Day                    | NSS Savitribai Phule Pune University | 3 | 120 |
| NSS Winter Camp                          | NSS Savitribai Phule Pune University | 3 | 150 |
| World AIDS Day                           | NSS Savitribai Phule Pune University | 3 | 300 |
| Sanvidhan Din Celebration                | NSS Savitribai Phule Pune University | 3 | 100 |
| Swachha Bharat Abhiyan : Campus cleaning | NSS Savitribai Phule Pune University | 3 | 200 |
| Swatantrata din purvatayari              | NSS Pemraj Sarda College             | 2 | 30  |
| <a href="#">View File</a>                |                                      |   |     |

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity      | Award/Recognition | Awarding Bodies | Number of students Benefited |
|---------------------------|-------------------|-----------------|------------------------------|
| NIL                       | NIL               | NIL             | Nil                          |
| <a href="#">View File</a> |                   |                 |                              |

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme        | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|---------------------------|---|----------------------|--|--|
| NSS                       | Savitribai Phule Pune University            | Campus cleaning      | 3  | 200  |
| NSS                       | Savitribai Phule Pune University            | World AIDS Day       | 3  | 300  |
| <a href="#">View File</a> |   |                      |  |  |

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity        | Participant | Source of financial support | Duration |
|---------------------------|-------------|-----------------------------|----------|
| NIL                       | 00          | NIL                         | 00       |
| <a href="#">View File</a> |             |                             |          |

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry | Duration From | Duration To | Participant |
|-------------------|----------------------|--|---------------|-------------|-------------|
|-------------------|----------------------|--|---------------|-------------|-------------|

|                           |     |                                    |     |     |    |
|---------------------------|-----|------------------------------------|-----|-----|----|
|                           |     | /research lab with contact details |     |     |    |
| NIL                       | NIL | NIL                                | Nil | Nil | 00 |
| <a href="#">View File</a> |     |                                    |     |     |    |

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation              | Date of MoU signed | Purpose/Activities  | Number of students/teachers participated under MoUs |
|---------------------------|--------------------|---|---|
| Plus Foundation           | 25/06/2018         | Guest Lecture   | 32  |
| Plus Foundation           | 25/06/2018         | Guest Lecture   | 27  |
| Plus Foundation           | 25/06/2018         | Guest Lecture   | 34  |
| CPBFI                     | 12/03/2019         | It imparts practical knowledge and essential skills to final year students and fresh graduates especially those belonging to economically weaker sections of society with a view to create employment opportunities for them in the banking , finance etc | 34  |
| <a href="#">View File</a> |                    |   |   |

#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 7482000  | 9108438  |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities   | Existing or Newly Added |
|--|-------------------------|
| Number of important equipments purchased (Greater than 1-0 lakh) during the current year | Existing                |
| Classrooms with Wi-Fi OR LAN   | Newly Added             |
| Seminar halls with ICT facilities  | Newly Added             |
| Seminar Halls  | Existing                |
| Laboratories   | Existing                |
| Class rooms  | Existing                |
| Campus Area  | Existing                |
| <a href="#">View File</a>  |                         |



## 4.2 – Library as a Learning Resource

### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|---|---------|--------------------|
| SOUL                      | Fully                                     | 2.0     | 2017               |

### 4.2.2 – Library Services

| Library Service Type  | Existing |         | Newly Added |        | Total    |         |
|-----------------------|----------|---------|-------------|--------|----------|---------|
| Text Books            | 19322    | 1572157 | 51          | 11095  | 19373    | 1583252 |
| Reference Books       | 29736    | 4646017 | 543         | 264248 | 30279    | 4910265 |
| Journals              | 379      | 427801  | Nil         | Nil    | 379      | 427801  |
| e-Books               | 28135000 | 51695   | Nil         | 5900   | 28135000 | 57595   |
| e-Journals            | 46000    | Nil     | Nil         | Nil    | 46000    | Nil     |
| Digital Database      | 2        | Nil     | Nil         | Nil    | 2        | Nil     |
| CD & Video            | 1        | Nil     | 435         | Nil    | 436      | Nil     |
| Library Automation    | 1        | Nil     | Nil         | Nil    | 1        | Nil     |
| Weeding (hard & soft) | Nil      | Nil     | Nil         | Nil    | Nil      | Nil     |
| Others (specify)      | 2961     | 29352   | 372         | Nil    | 3333     | 29352   |

[View File](#)

### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---------------------|--------------------|---------------------------------------|-----------------------------|
| NIL                 | NIL                | NIL                                   | Nil                         |
| No file uploaded.   |                    |                                       |                             |

## 4.3 – IT Infrastructure

### 4.3.1 – Technology Upgradation (overall)

| Type     | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 61              | 31           | 61       | 4                | 2                | 12     | 18          | 100                             | 0      |
| Added    | 61              | 38           | 61       | 0                | 0                | 2      | 21          | 0                               | 0      |

|       |     |    |     |   |   |    |    |     |   |
|-------|-----|----|-----|---|---|----|----|-----|---|
| Total | 122 | 69 | 122 | 4 | 2 | 14 | 39 | 100 | 0 |
|-------|-----|----|-----|---|---|----|----|-----|---|

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|--|
| NIL  | <a href="#">NIL</a>  |

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 2367000                                | 2527566  | 560000                                 | 1586621  |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has an effective working mechanism for the maintenance and up keeping of the facilities. The Principal, Vice principal, HOD, along with chairman and members of college development and construction committee carries out overall supervision for smooth functioning and utilization of physical, academic and support facilities with regular maintenance. At the beginning of every academic year, proper availability of black boards, lighting and furniture in classrooms and various laboratories, department etc. is taken care of by these committees. The maintenance work related to facilities like washrooms, plumbing, RO-water facilities, water tank electric work, computer lab, equipment furniture, fire extinguishers, botanical garden, etc is maintained on daily basis through contact services. The college successfully runs NSS, NCC and earn and learn unit. The students working under this scheme help in maintaining and cleaning the college campus, Botanical garden, library, various departments etc. Each departmental laboratory is having lab assistance and lab attendants for the proper maintenance of the laboratories. Separate non-teaching staff is appointed for housekeeping. Library committee is functional which takes care of the library matters and functions. Gymkhana committee has the responsibility for the creation and maintenance of sports facilities on the campus for the students and the faculty. Upgradation of software and hardware and maintenance of ICT facilities is done by the department of computer science through computer hardware and software engineer. The college is also having hostel committee which manages the hostel maintenance and proper utilization of the hostel facilities. The computer science department develops and maintains the college website.

<http://sardacollege.org/index.php/procedures-and-policies/>

### CRITERION V – STUDENT SUPPORT AND PROGRESSION

#### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

|                                    | Name/Title of the scheme | Number of students | Amount in Rupees |
|------------------------------------|--------------------------|--------------------|------------------|
| Financial Support from institution | NIL                      | 0                  | 0                |

|                                      |            |     |         |
|--------------------------------------|------------|-----|---------|
| Financial Support from Other Sources |            |     |         |
| a) National                          | Government | 630 | 1782537 |
| b) International                     | NIL        | Nil | 0       |
| <a href="#">View File</a>            |            |     |         |

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved  |
|---|------------------------|-----------------------------|--|
| Personal Counselling and Mentoring        | 15/06/2018             | 4                           | Dept of Psychology, Pemraj Sarda College, Ahmednagar     |
| Remedial Coaching                         | 11/02/2019             | 38                          | Dept of English, Pemraj Sarda College, Ahmednagar        |
| Remedial Coaching                         | 01/12/2018             | 13                          | Dept. of Microbiology, Pemraj Sarda College, Ahmednagar. |
| Yoga and Meditation                       | 16/01/2019             | 48                          | Mrs Madhuri Suresh Kshirsagar, 7 020887408               |
| Yoga and Meditation                       | 17/08/2018             | 48                          | Mrs Madhuri Suresh Kshirsagar, 7 020887408               |
| Soft skill development program            | 21/01/2019             | 37                          | Dept. of English, Pemraj Sarda College, Ahmednagar.      |
| <a href="#">View File</a>                 |                        |                             |  |

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme                            | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------|---|--|--|--|---------------------------|
| 2018 | Career counseling by Harish Taware            | Nil  | 120  | Nil  | Nil                       |
| 2019 | One Day Workshop on 'Personality Development' | Nil  | 112  | Nil  | Nil                       |

|      |   |     |     |     |     |
|------|---|-----|-----|-----|-----|
|      | and Pschyo logical Test in SSB interview'         |     |     |     |     |
| 2018 | Seminar On Banking Career Guidance                | Nil | 59  | Nil | Nil |
| 2019 | Guidance on Career in Audit and Taxation          | Nil | 30  | Nil | Nil |
| 2019 | Compititive Examination Guidance-Foundation Batch | 45  | Nil | Nil | Nil |
| 2019 | Army and Police Recruitment Drive                 | 26  | Nil | Nil | 7   |

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

|                           |                                |   |
|---------------------------|--------------------------------|---|
| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
| Nil                       | Nil                            | Nil   |

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus                    |                                 |                           | Off campus   |                                 |                           |
|------------------------------|---------------------------------|---------------------------|--|---------------------------------|---------------------------|
| Nameof organizations visited | Number of students participated | Number of stduents placed | Nameof organizations visited   | Number of students participated | Number of stduents placed |
| NIL                          | Nil                             | Nil                       | mphasis pvt. Ltd, EON Kharadi Infrastructu re Pvt., Ltd. Kharadi Pune, 411014 Tel.: 020-40740000 | 120                             | 5                         |

[View File](#)

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Depratment graduated from | Name of institution joined | Name of programme admitted to |
|------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| 2019 | 1  | B.A.                     | Dept. of                  | Savitribai                 | M.A.                          |

|      |   |       |                            |   |        |
|------|---|-------|----------------------------|---|--------|
|      |   |       | Economics                  | Phule Pune University, Pune                       |        |
| 2019 | 1 | B.A.  | Dept. of Pschycology       | Mumbai University, Mumbai                         | M.A.   |
| 2019 | 2 | B.A.  | Dept. of Geography         | Ahmednagar College, Ahmednagar                    | M.A.   |
| 2019 | 2 | B.A.  | Dept. of Geography         | New Arts, Commerce and Science Collge, Ahmednagar | M.A.   |
| 2019 | 6 | B.A.  | Dept. of Political Science | Pemraj Sarda College, Ahmednagar                  | M.A.   |
| 2019 | 4 | B.A.  | Dept. of History           | Pemraj Sarda College, Ahmednagar                  | M.A.   |
| 2019 | 3 | B.A.  | Dept. of History           | New Arts, Commerce and Science Collge, Ahmednagar | M.A.   |
| 2019 | 1 | B.A   | Dept. of Marathi           | Pemraj Sarda College, Ahmednagar                  | M.A.   |
| 2019 | 2 | B.A.  | Dept. of English           | Pemraj Sarda College, Ahmednagar                  | M.A.   |
| 2019 | 6 | B.Com | Dept. of Commerce          | Pemraj Sarda College, Ahmednagar                  | M.Com. |

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items | Number of students selected/ qualifying |
|-------|---|
| NET   | Nil                                     |
| SET   | 1                                       |
| SLET  | Nil                                     |
| GATE  | Nil                                     |
| GMAT  | Nil                                     |
| CAT   | Nil                                     |

|                           |     |
|---------------------------|-----|
| GRE                       | Nil |
| TOFEL                     | Nil |
| Civil Services            | Nil |
| Any Other                 | Nil |
| <a href="#">View File</a> |     |

#### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity                  | Level  | Number of Participants |
|---------------------------|--|------------------------|
| Discuss                   | Intstitution Level                           | 6                      |
| Shot-put                  | Intstitution Level                           | 8                      |
| Kabbaddi                  | Intstitution Level                           | 72                     |
| Kho-kho                   | Intstitution Level                           | 60                     |
| Chess                     | Intstitution Level                           | 10                     |
| Cricket Tournament        | Intstitution Level                           | 160                    |
| Korf Ball(Cogame)         | Ahmednagar Zone                              | 64                     |
| Judo(Womens)              | Ahmednagar Zone                              | 27                     |
| Judo(Mens)                | Ahmednagar Zone                              | 45                     |
| Kho-kho(Mens)             | S.P. Pune Universtiy,<br>Inter college Level | 201                    |
| <a href="#">View File</a> |  |                        |

#### 5.3 – Student Participation and Activities

##### 5.3.1 – 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 | Name of the award/medal                            | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student    |
|------|--|------------------------|-----------------------------|-------------------------------|-------------------|------------------------|
| 2018 | MTB Cycling Kerala, India, Gold Medal              | National               | 1                           | Nil                           | Nil               | Soman Pranita Prafulla |
| 2018 | Junior National MTB Championship, Pune, Gold Medal | National               | 1                           | Nil                           | Nil               | Soman Pranita Prafulla |
| 2018 | Junior National MTB Championship, Pune, Gold Medal | National               | 1                           | Nil                           | Nil               | Soman Pranita Prafulla |
| 2018 | Senior National MTB Championship,                  | National               | 1                           | Nil                           | Nil               | Soman Pranita Prafulla |

|                           |   |          |   |     |     |   |
|---------------------------|---|----------|---|-----|-----|---|
|                           | Pune,<br>Silver<br>Medal  |          |   |     |     |   |
| 2018                      | Senior<br>National<br>MTB Champi<br>onship,<br>Pune,<br>Bronze<br>Medal             | National | 1 | Nil | Nil | Soman<br>Pranita<br>Prafulla                |
| 2018                      | 22nd<br>Junior<br>Road<br>National C<br>hampionshi<br>p,<br>Hariyana,<br>Gold Medal | National | 1 | Nil | Nil | Soman<br>Pranita<br>Prafulla                |
| 2018                      | Open<br>National<br>MTB Champi<br>onship,<br>Kerala,<br>Gold Medal                  | National | 1 | Nil | Nil | Soman<br>Pranita<br>Prafulla                |
| 2018                      | Cycling<br>Pune-<br>Saswad,<br>3rd Rank   | National | 1 | Nil | Nil | Thorat<br>Sankalp Ni<br>rma<br>lchandr<br>a |
| 2018                      | Pune to<br>Baramati<br>National<br>Level<br>Cycling<br>Race, 16th<br>Rank           | National | 1 | Nil | Nil | Thorat<br>Sankalp Ni<br>rma<br>lchandr<br>a |
| 2018                      | Junior<br>National<br>Triathlon<br>Championsh<br>ip,<br>Kerala,<br>5th Rank         | National | 1 | Nil | Nil | Thorat<br>Sankalp Ni<br>rma<br>lchandr<br>a |
| <a href="#">View File</a> |   |          |   |     |     |   |

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council and Its Activities on the College Campus (2018-19) Student Council is a representative structure through which students in the college get involved in the affairs of the college, working in partnership with the administration, staff and students for the benefit of the college and its students. The Student Council actively contributes to the learning, co-curricular, cultural, sports environment arranged for the students from time to time. The fundamental aim of the Student Council is to increase students' participation in college activities. It involves talking and listening to the student body, considering their views and concerns and discussing these with

the college administration on behalf of the students. Students have a valuable contribution to make to the betterment of their college and their involvement in the operation of the college is itself a valuable part of the education process for the students. The formation of the student council is done following a standard procedure. The class representatives are selected from the top rankers of the respective classes. The University Representative (UR) is elected from those class representatives as per the guidelines set by the government of Maharashtra and the SPPU. The university representative is by default a member of the College Development Committee (CDC) and IQAC for one year until the next UR is elected by procedure. Thus, the Council represents the student community. It is observed over the years that mostly girl students are toppers of the classes, which means there is a strong contribution and presence of girl students in the council. Starting college life is a challenging new experience for first Year students. In the beginning, through the introductory welcome programme, senior students help newcomer students to find their feet in the college and help towards their integration into the college community. Student Councils assist in organizing and developing sports and cultural activities within the college during the annual gathering events. The prestigious event of our college - "Sharada Karandak Debating Competition" - involves the student council participation. Students are involved in all the organizing committees right from choosing the subject for the debate competition. During the annual prize distribution ceremony, the college appreciates and felicitates the Student Council by giving mementos for their active contribution to the college activities by giving active voice to the student community. The establishment of student council plays an integral and important role in the student community. Student council provides a representative structure through which students can debate issues of concern and undertake initiatives of benefit to the college and the wider community. Students, through the council, help in organizing study tours for various subjects like Botany, Microbiology, Zoology, Chemistry, Geography, History etc. Especially the council is active to make students participate in the programmes organized by the National Service Scheme (NSS) unit of the college. The National Cadet Core (NCC) unit of the college also runs various programs with the active support of the council. Since 2017-18, Ms. Sayali Pawar (student of TYBA) is a member on IQAC.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

In the year 18-19, the following activities were conducted by the alumni: A blood donation camp was conducted by the alumni as per their yearly practice. Prasad Alkute, who is employed in the wireless communication section in the Maharashtra State police department was invited for an informal talk with the students regarding the opportunities for students of electronics subject in the field of wireless communication. A small get together of alumni was organised on 26th January 2019 in the morning. The alumni shared their current details and experiences of higher education. The Shivjayanti utsav was celebrated and



fruits were distributed in the old age home.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

A Case study of the Garden Developed by National Cadet Core (NCC) Hind Seva Mandal may be one of the few educational institutions wherein management members are elected through voting by teaching and non-teaching faculty members. The trustees and office bearers of the institutions are designated by democratic means. Being part of the Mandal, that democratic spirit is reflected in the working environment of Pemraj Sarada College. All decisions in the college are taken after consultations and interactions. All stake holders' views and opinions are taken into account. To show this spirit the example of NCC garden is enough. Associate NCC Officer Lt. Dr. Ankush Aware propounded an idea of developing a garden in the vicinity of NCC office, which will be developed and maintained by the NCC cadets. The college, after due deliberations, accepted the idea and provided necessary funding for the development of the garden. Guidance of R. L. Deshmukh - who heads the Department of Botany - was sought while developing the garden. With the help of NCC cadets, mission began on 26th January 2019. The cadets planted trees and flowers quite enthusiastically. They divided duties among themselves for watering the garden. Once in a month, all cadets carry out necessary maintenance of the garden. Each cadet planted a tree on his/her name which was a gesture to evolve emotional attachment with the garden. The garden not only metamorphosed the area but also germinated an affinity for trees and place among the cadets. It goes without saying that today the garden has become a selfie-point on the campus! Regular Functioning of the College The day to day working of the college shows decentralized and participative culture in administration and academic activities. The Principal looks after administration and academic activities. In consultation with IQAC and in regular meetings held every year, the Principal decides various activities to be conducted during the academic year. She assigns teaching staff to conduct curricular, co-curricular and extracurricular activities. She has delegated powers to the Vice Principal to look after teaching activities. Heads of departments conduct their activities during the year. Teaching staff is appointed to look after Karmaveer Bhaurao Patil Earn and Learn Scheme, National Social Service Scheme, NCC, Student Welfare, Cultural Activities, Career Guidance Cell, College Campus Development Committee, Promotion of Research Cell, Sexual Harassment Cell, Parent-Teacher Association, Alumni Association, Anti-Ragging Committee, Disciplinary Committee, etc. The Registrar looks after administration. He is in charge of the non-teaching staff. He delegates work to non teaching staff. Clerks are assigned different works associated with conduct of exam, issuing scholarships, granting admission, salary and finance, issuing leaving certificates, etc.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type         | Details  |
|-----------------------|--|
| Admission of Students | Merit list was put up for admission of first year B.Sc., B.Com. as well as M. Com. courses. Admission was given on |

the basis of merit list for these courses. The college has given advertisement in local newspaper informing about various courses offered by the college. A team of faculty members was appointed to counsel students about various facilities available in the college. Concession in fees was provided for economically weaker students. Non-granted courses students were allowed to pay fees in installments. Interviews for selection of students for PhD in Marathi and Political Science were conducted in the year.

Curriculum Development

The institution is affiliated to the Savitribai Phule Pune University. The curriculum is designed by the respective Board of Studies. To adapt themselves to the impending changes in the wake of implementation of Choice Base Credit System at undergraduate level, the staff members participated in syllabus restructuring workshops organised by the University. They made oral suggestions and gave inputs from the college to the concerned statutory body. Feedback on curriculum is taken from all stakeholders in the prescribed format. The feedback is analyzed for necessary action.

Teaching and Learning

The college provides remedial coaching to weak learners on the basis of their performance in the previous examinations. Advanced learners are provided reference books, e-books, articles from journals, etc. for additional information. ICT methods (making PowerPoint Presentation, in particular) are used for teaching. Google Classroom has been used (though its use is in still its infancy), along with WhatsApp, for pedagogic purpose. Students are encouraged to write assignments and make presentation. Guest lectures/ In-house Expert lectures on allied topics are organised by various departments. Add on Certificate Courses are planned for students across all disciplines.

Examination and Evaluation

Schedule for internal assessment was made in the academic year. Later evaluation of the students was carried out based on internal examination, class tests, assignments, presentations as per guidelines of the university. Along with it, timely semester, term

end, practical exams were taken. The Mentor-Mentee System is implemented in the college. Through this system, students were provided counseling on various issues pertaining to academic stress. The Formal Feedback Mechanism has been developed to get inputs from different stakeholders.

Research and Development

Research Centers in Marathi and Political Science have boosted research activities in the college. The research center of Political Science and Marathi selected 17 and 4 students respectively for PhD in the year. 52 research papers were published by all faculty members in different UGC listed journals. Eight faculty members were invited as resources persons for different seminars, conferences and workshops. Eight books were published by faculty members in the academic year. Two faculty members successfully pursued their doctoral research. In addition, four research scholars (one for Ph. D. and three for M. Phil.) were guided by our Research Supervisors.

Library, ICT and Physical Infrastructure / Instrumentation

The college library renewed subscription of INFLIBNET, NLIST, and DELNET program for the faculty and research students. Four ICT class rooms were created in the year. All departments were provided with necessary equipments like printer, internet and computers. As per the requirement of NCC, the college built 10 obstacles in the parade ground for NCC cadets. A covered parking for students' vehicle was erected during the year. An open stage was constructed for holding various activities on the college campus. Chemistry department purchased instruments like Colorado meter, potonio meter and other instruments. All requirements of various departments were fulfilled.

Human Resource Management

To enhance teaching qualities and capacities of teaching and non teaching faculty members, various professional development and administrative training programs were conducted during the year. A one day workshop on Academic Writing was held on 17 Dec 2018. This workshop was attended by 32 faculty members. To acquaint faculty with E-Resources, a workshop on E- resources was conducted on 18 December 2018. In all, 25 participants were benefitted by

|                                      |  |
|--------------------------------------|--|
|                                      | <p>this workshop. To acquaint non teaching staff with computers, a workshop on Computer Know How was organised in the month of December. It was attended by 22 non-teaching faculty members.</p>   |
| Industry Interaction / Collaboration | <p>The Multinational IT Company Mphasis did campus recruitment in the college in 2018-19. The recruitment process was done for all final year students of the college. The recruitment drive was organized by BBA (CA) department. Five students from different faculties were selected in the recruitment drive. The students of Department of Chemistry visited an industrial unit, Nav-Ketan Pharma, in Aurangabad. The tour was organized to acquaint students with industrial functioning. Students of Political science and NCC also visited Snehalaya, an NGO that works in tandem with our institution. The aim of this initiative was to acquaint with their social activities.</p> |

6.2.2 – Implementation of e-governance in areas of operations:

| E-governance area        | Details   |
|--------------------------|---|
| Examination              | <p>The College uses Masters' Software for examination work. The software is useful to identify students, Permanent Register Number, Eligibility number. The software is also useful to allocate roll no of students. The software is also helpful for the result analysis and result making.</p>  |
| Planning and Development | <p>The Planning and Development Committee of the college regularly arrange meetings and visits web sites of the Savitribai Phule Pune University, Director of Higher Education, UGC and other funding agencies to get information of different developmental schemes. The convener of the committee keeps the faculty members informed about the online proposals for organizing seminars, conferences and notifications. The web links and related circulars are shared with the staff on regular basis on social media.</p> |
| Administration           | <p>Administrative staff is trained for use of Master Software. All staff members use the software for daily activities like recording documents, Leaving certificates, Bonafides. Teaching staff keeps departmental record in departmental computers.</p>   |

|                               |  |
|-------------------------------|--|
|                               | Online portals are used for Eligibility and Scholarship forms.   |
| Finance and Accounts          | Globally recognized financial software Tally is used for recording and maintaining internal financial activities. Periodically statements and reports can be generated. All the accounting statements are generated through Tally and well qualified and trained staff is appointed by the College management. |
| Student Admission and Support | The college has developed its own website, <a href="http://sardacollege.org/">http://sardacollege.org/</a> , which gives holistic information about the college and activities conducted in the campus. Helpline numbers and email id has been given to students to get further information.                   |

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|------|-----------------|--|--|-------------------|
| 2019 | NIL             | NIL  | NIL  | Nil               |
| 2018 | NIL             | NIL  | NIL  | Nil               |

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date  | To Date    | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|------|--|---|------------|------------|---|---|
| 2018 | Workshop on Academic Writing   | NIL   | 17/12/2018 | 17/12/2018 | 32                                      | Nil   |
| 2018 | Workshop on E-Resources  | NIL   | 18/12/2018 | 18/12/2018 | 25                                      | Nil   |
| 2018 | NIL  | Workshop on Computer Know How   | 19/12/2018 | 19/12/2019 | Nil                                     | 22  |

[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date  | To date    | Duration |
|---|---------------------------------|------------|------------|----------|
| Short Term Course                               | 1                               | 28/10/2018 | 03/11/2018 | 7        |
| Refresher Course                                | 1                               | 03/10/2018 | 23/10/2018 | 21       |
| Short Term Course                               | 1                               | 03/12/2018 | 09/12/2018 | 7        |
| Short Term Course                               | 1                               | 03/12/2018 | 09/12/2018 | 1        |
| Orientation Course                              | 1                               | 01/08/2018 | 31/08/2018 | 28       |
| <a href="#">View File</a>                       |                                 |            |            |          |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching  |           | Non-teaching |           |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent    | Full Time |
| Nil       | Nil       | Nil          | Nil       |

6.3.5 – Welfare schemes for

| Teaching   | Non-teaching                                       | Students  |
|--|--|---|
| Loan Facility, Member Welfare Fund, Education Fund | Loan Facility, Member Welfare Fund, Education Fund | Scholarships, Free Ships, Earn and Learn Scheme |

**6.4 – Financial Management and Resource Mobilization**

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal Audit: Internal Auditor M/s. A. S. Gurjar Co. has been appointed by Management Committee of Hind Seva Mandal. They are responsible to carry out regular audit of the College expenses. Internal auditors examine each and every financial activity thoroughly and suggest proper actions for corrections, if there are any. The Principal takes action as per suggestions given by the auditor. Books of Accounts and Vouchers and other statements are examined yearly. External Audit: External Audit is periodically conducted as per the convenience of the Joint Director of Education, Government Auditor and Office of Auditor General, Bombay. The audit of Karmveer Bhaurao Patil Earn and Learn Scheme, National Service Scheme (NSS) and other schemes run by the Board of Student Development is done by the External Auditor appointed under Accounts Finance Office, Savitribai Phule Pune University. For this purpose, the University organises District Level Camps every year.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---------|
| NIL  | 0                             | NIL     |
| <a href="#">View File</a>                                |                               |         |

6.4.3 – Total corpus fund generated

**6.5 – Internal Quality Assurance System**

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

| Audit Type     | External |        | Internal |           |
|----------------|----------|--------|----------|-----------|
|                | Yes/No   | Agency | Yes/No   | Authority |
| Academic       | No       | NIL    | Yes      | Principal |
| Administrative | No       | NIL    | Yes      | IQAC      |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Meetings of Parent Teacher Association are organized at the institution/faculty/depart level. 2. Feedback and suggestions on all conspicuous aspects related to the overall functioning of the institution is taken formally during these meetings and informally during interaction with the parents on other occasions. 3. Efforts are made to increase the involvement of parents in the academic operation of the college.

6.5.3 – Development programmes for support staff (at least three)

1) Workshop on Official Correspondence Date: 14/07/2018 Participants: 10 Resource Person: Ms. Daya Bhor 2) Workshop on Computer Know-How Date: 19/12/2018 Participants: 22 Resource Persons: Ms. Teja Pathak Ms. Samina Shaikh 3) Workshop on Communication Skills Date: 12/01/2019 Participants: 18 Resource Person: Dr. R. Y. Shinde

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1) Induction of Research Centers in Marathi and Political Science 2) Development of Formal Feedback Mechanism 3) Planning and execution of the Academic Calendar

6.5.5 – Internal Quality Assurance System Details

|  |     |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b) Participation in NIRF               | No  |
| c) ISO certification                   | No  |
| d) NBA or any other quality audit      | No  |

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC  | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|---|-------------------------|---------------|-------------|------------------------|
| 2018 | A Symposium on Creation of a Positive Working Environment on the College Campus | 29/08/2018              | 29/08/2018    | 29/08/2018  | 54                     |
| 2018 | Guest Lecture on Ethics in Research   | 05/12/2018              | 05/12/2018    | 05/12/2018  | 26                     |



**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme                                    | Period from | Period To  | Number of Participants |      |
|---|-------------|------------|------------------------|------|
|   |             |            | Female                 | Male |
| Gender Equity Promotion Programme                         | 11/10/2018  | 11/10/2018 | 8                      | 10   |
| Guest Lecture on "Love and Sexual Harassment "            | 12/12/2018  | 12/12/2018 | 100                    | Nil  |
| Guest Lecture on "Sex and Adverse effect of pornography " | 12/12/2018  | 12/12/2018 | Nil                    | 75   |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

| Percentage of power requirement of the University met by the renewable energy sources   |
|---|
| <p>Solid Waste Management: in College campus Penguin shapes Dustbin are placed with message "USE ME", so it helps to maintain college campus clean. Wet waste or biodegradable waste generated in campus are composted and used as fertilizers for college garden. Composting facility is available for managing biodegradable /horticulture waste. Paper is reused, one side paper are used to print notice, program attendance or feedback form and for various purpose. Liquid waste management: Liquid waste generated from various lab are circulated in college garden which is chemical free and liquid waste of chemistry lab are mix in the soil so that do not come in contact with outer environment. E-Waste is generated in minimal amount. Unused CPU and other electronic devices are used by electronic students to study internal circuits for practical knowledge. Rain harvesting system implemented in ladies hostel. To increase environmental awareness among students institution organized Tree plantation Drive.</p> |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities             | Yes/No | Number of beneficiaries |
|-----------------------------|--------|-------------------------|
| Physical facilities         | Yes    | 5                       |
| Provision for lift          | No     | Nil                     |
| Ramp/Rails                  | Yes    | 5                       |
| Braille Software/facilities | Yes    | 4                       |
| Rest Rooms                  | Yes    | 5                       |
| Scribes for examination     | Yes    | 5                       |
| Any other similar facility  | Yes    | 5                       |

7.1.4 – Inclusion and Situatedness



| Year                      | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date       | Duration | Name of initiative             | Issues addressed                             | Number of participating students and staff |
|---------------------------|--|--|------------|----------|--------------------------------|--|--|
| 2019                      | Nil  | 1  | 08/05/2019 | 01       | Naukari Melava                 | To get job                                   | 100  |
| 2019                      | 1  | Nil  | 10/01/2019 | 03       | Vysan Mukti                    | To aware people about Vysan Mukti            | 50   |
| 2019                      | Nil  | 1  | 04/01/2019 | 90       | Video Shooting and Photography | to know about photography and video shooting | 17   |
| 2019                      | Nil  | 1  | 04/01/2019 | 90       | Beauty Parlor                  | To Provide Skill based Knowledge             | 17   |
| 2018                      | Nil  | 1  | 23/08/2018 | 1        | SET Examination                | For Set Examination                          | 15   |
| <a href="#">View File</a> |  |  |            |          |                                |  |  |

#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title                                | Date of publication | Follow up(max 100 words)  |
|--------------------------------------|---------------------|---|
| Code of Conduct for All Stakeholders | 31/12/2018          | Every Teacher use ICT tools to improve students Knowledge .Teacher follows rules of Syllabus completion and organised various activities for students |
| Code of Conduct for Students         | 31/12/2018          | institution has various committees so No Ragging Case even no Rustication Cases   |

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity  | Duration From | Duration To | Number of participants |
|---|---------------|-------------|------------------------|
| One Day Workshop on Personality Development and Psychological Test in SSB Interview | 24/02/2019    | 24/02/2019  | 60                     |
| Guest Lecture on  | 24/11/2018    | 24/11/2018  | 60                     |

|   |            |            |    |
|---|------------|------------|----|
| How to face interview in SSB Interview          |            |            |    |
| Senior Citizen Day (Matoshri Vrudhashram Visit) | 21/08/2018 | 21/08/2018 | 20 |
| <a href="#">View File</a>                       |            |            |    |

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Reuse of paper- one side paper is used for various purpose such as for Notice, program attendance, to take program feedback. Encourage student and staff to use paper both sides.
- Liquid waste generated in chemistry lab are mix in to soli so do not come in contact with outer environment.
- Use of electronic means of communication as much as possible.
- Conservation of electricity by switching off tubes , Fans time to time
- Reuse of water - waste water are circulated in college garden
- Encourage students to save water and aware about water conservation.

#### 7.2 – Best Practices

##### 7.2.1 – Describe at least two institutional best practices

Best practice - 1 Making Plantation and Preservation of Trees a Mass Movement

In this era of environmental catastrophe and steady decline in plant diversity, the need to undertake reforestation drives has become pertinent. Existing trees should be preserved while new trees should be planted to reduce water runoff. Tree canopy can intercept a significant amount of rainfall before it becomes surplus. Trees have the capacity to improve water quality through the processes of evapotranspiration and nutrient uptake. Further, through root growth, trees can improve the infiltration capacity of the soils in which they grow. However, the formal tree plantation programmes often fail due to lack of proper initiatives and sustained efforts. On this backdrop, the present practice was launched with a zeal of bringing about a sustainable make-over of the institutional premises while increasing the greenery of the entire locality through pro-active participation of the students. The institute believes in inculcating the ethos of nurturing environment among the faculty and students. This finds reflection in the floral diversity hosted by the campus. The institute has conceived of and brought into practice a nature-friendly assignment wherein selected students of each academic stream undertake responsibility of bringing up a chosen plant species of ecological, economic and medicinal importance. A systematic plan has been chalked out to make plantation and preservation of trees a mass movement. The institution enthusiastically runs the 'Karmaveer Bhaurao Patil Earn and Learn Scheme' under the aegis of Savitribai Phule Pune University. The main objective of the scheme, as envisaged by the university, is to develop a student as a multifaceted personality with academic excellence and a commitment to an egalitarian society. This scheme is basically undertaken for the benefit of students who are economically backward and can hardly afford higher education. The scheme has been designed to imbibe upon the student the idea that no work is big or small and there is dignity in labour. Thanks to this scheme, higher education has become accessible and available to the poor, meritorious and the marginalised. The college has a 'Student Development Office' which coordinates this scheme, along with the others. The NCC and NSS work under this office. The Student Development Officer, along with other committee members, plans and executes the recruitment procedure for students. The norms and guidelines laid down by the university in this connection are strictly followed. While selecting the students, the Head of the Department of Botany interviews them in order to find out their interest in flora and fauna. Their physical fitness and

willingness to work on the field are also taken into consideration. Once the selection is finalised and approved by the Principal, these students are educated and encouraged to take up the activity of plantation and preservation of various types of trees on the campus. At the same time, they are trained to make vermicomposting. The plants are nurtured by these students throughout their academic affiliation with the college. Their non-participating counterpart is made to visit, observe and understand the nuances of the whole exercise occasionally. This is done under the guidance of the Department of Botany. They are provided with necessary support, training and guidance. The students then work as the ambassadors of this inspiring initiative. The NCC cadets and NSS volunteers are oriented to fortify these efforts. An appeal is made to everyone time and again to donate plants on special occasions like birthdays. The members on the Management as well as the faculty on the campus have responded to it positively. It has resulted in growing affinity with the ongoing exercise among all the stake holders. The other stakeholders too are routinely enriched with the necessary scholastic inputs on the flora and its upkeep.

Best practice - 2 Sustenance of Reading Culture through 'Best Library User Award' Reading is essential for personality development. Indeed, today's readers are more likely to become tomorrow's leaders. Reading is a time-tested technique to attain a person's mental and emotional growth. Inculcating the habit of reading is essential for the development of critical thinking skills. Reading helps a lot in building one's vocabulary and casts a lifelong influence on the development of the reader's cognitive skills. In an HEI, it has countless pedagogic benefits. Reading in early years ensures a pupil's academic success and imparts a lifelong love for learning. Excellent language skills lead to greater general knowledge through multilingual as well as multicultural exposure. Studies have substantiated that reading encourages the brain to think in a sequential pattern which is essential for logical analysis and clarity of expression. Reading improves memory, enhances empathic skills and nurtures tolerance. The institution intends to pass on all these benefits to its beneficiaries. Book is a source of invaluable information, intellectual insights and inspiring ideas. Books open doors to a world of ingenuity, creativity, and resourcefulness. At any stage, they can become a person's closest confidant and constant counsel for life. The institution is well aware of the significance of reading in the learner's life. Therefore, every year, 'User Orientation Programme' is convened for the new entrants at undergraduate and post graduate levels across all disciplines. Generally, the programme is planned in the months of August-September, when the admission process is nearly completed. The programme is hosted by 'Sheth Madhavlalji Dhoot Knowledge Resource Centre' of the college. 'Best Library User Award' is an innovative initiative of the institution. The academic library of the institution organises various events aimed at increasing student's interest in books. These activities include Book Exhibition, Reading Inspiration Day, Books at Your Doorstep, Acquaintance Yourself with Classics, Granth Dindi, Library Orientation Programme, Book Review Competition, etc. 'Best Library User Award' is the culmination of these endeavours. This honour is conferred upon the student on the basis certain pre-determined parameters such as: - Highest library usage as reflected in the Daily Attendance Register - Careful analysis of the Library Cards which testify the student's range of reading - Library usage for participation or performance in inter-collegiate competitions like elocution, drama enactment, poetry recitation, essay writing - Average time spent by the users in the library during University Examinations and otherwise - Number of photocopies of reference material procured by the students from the college library - Active participation in the 'Karmaveer Bhaurao Patil Earn and Learn Scheme' launched by the SPPU - Adherence to the rules and regulations laid by the library from time to time

The institution has a duly constituted Library Committee. It comprises of a Chairman, Secretary and members. The meetings of the committee are held at regular intervals. The screening of the

contenders for the 'Best Library User Award' is one of the major responsibilities of this committee. The committee recommends the name to the Principal for final approval. The student is felicitated with the award at the hands of the Chief Guest on the occasion of Annual Prize Distribution Function. The rationale underlying this event is to acknowledge and appreciate the student's innate admiration for books in ceremonious manner. At the same time, it is an attempt to pass on a positive message to the other students attending the gathering.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://sardacollege.org/wp-content/uploads/2021/08/Institutional-Best-Practices-1.pdf>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Benign Bondage with Humanity: 'Hind Seva Mandal', the parent institution of Pemraj Sardar College, has iconic heritage of selfless sacrifice and social service. Inspired by the visionary personalities like Mahatma Phule, Lokmanya Tilak and Mahatma Gandhi, like-minded social workers in Ahmednagar founded 'Anath Vidyarthi Grih' in 1913. The aim of this endeavour was to enable the orphans to receive formal education. It was followed by a Carpentry Workshop aimed at earning through skill development. Encouraged by the success of these ventures, 'Hind Seva Mandal' came into being in 1922. 'Pemraj Sardar College', established forty years later, is the brainchild of 'Hind Seva Mandal'. As such, the college focuses on imparting quality education and holistic development of students. The following Vision and Mission of the institution finds its reflection in its operation: • True Learning Leads to Liberation! • Arise, awake, and stop not till the goal is achieved! As stated earlier, the founders of the college envisaged a classless society wherein everyone will reap equal opportunities of progress and development. Learning, in its true sense, is undoubtedly the sole source of emancipation from all kinds of discrimination and disparities. Education is the potent medium to fulfil the dreams cherished by the unprivileged sections of the society for generations. It is education that awakens and inspires an individual to take tireless efforts work till his/her goal is achieved. Enlightenment and awakening lead to independence and self-reliance. The college has adopted a liberal admission policy to promote "Education for all". This approach benefits the first-generation learners who hail from rural and unprivileged domains of the society. The major chunk of the students benefitted from the institution comprises of those who have average social and economic upbringing. Snehalaya (which means Abode of Love) is an internationally acclaimed NGO founded in 1989 by Dr. Girish Kulkarni, the Head of the Department of Political Science. The NGO is aimed at providing support for women, children as well as the members of the LGBT communities, affected by HIV and AIDS. Snehalaya offers legal guidance and assistance to the vulnerable groups and sections of the society who fall prey to trafficking, scandals and sexual violence. Due to the motivation of Dr. Kulkarni, students and faculty members of Pemraj Sardar College are associated with a number of its initiatives. They provide generous help to this organisation. The college provides admission to the members of the Snehalaya family who face marginalisation due to their family history. Thus, they are brought into the mainstream of higher education and enabled to cope with everyday challenges. Bal Bhavans are the slum community centres of Snehalaya. They are unique models of social change for children living in seven slums in and around Ahmednagar. One such unit is run within the college campus. It is provided sustained

support from the institution. All these endeavours underline the social commitment of the institution and its innate spirit to take the light of education unto the last.

Provide the weblink of the institution

<http://sardacollege.org/wp-content/uploads/2021/08/Institutional-Distinctiveness-2018-19-1.pdf>

## 8.Future Plans of Actions for Next Academic Year

• To make the college a more prestigious centre of learning: Pemraj Sarda College is one of the oldest educational establishments in Ahmednagar. Founded in 1962, it is a Grant-in-Aid college under Sections 2(f) and 12 (B) of the UGC. The college is permanently affiliated to Savitribai Phule Pune University. It has been accredited twice by the NAAC with 'A' Grade. It is a co-education multi-faculty institution. The college offers Bachelors' programmes in Arts, Science and Commerce along with Post Graduate programmes in Marathi, Political Science, English and Commerce. In addition, it has Research Centres for Marathi and Political Science. Nonetheless, the institution has tremendous scope for qualitative and quantitative growth. We will try to identify new avenues which will add to the reputation of the college.

• To get permission for specialisation at B. Sc. (Mathematics), and Post-graduation in M. Sc. Chemistry as well as Zoology:

• At present, the college does not offer postgraduate programmes in the Science stream. There is no provision to study Mathematics as special subject at the undergraduate level. We are aware of this shortcoming. Students and parents are eagerly expecting these facilities to be made available for them. Considering this scenario, the college management has resolved to get permission for specialisation at B. Sc. (Mathematics), and Post-graduation in M. Sc. Chemistry as well as Zoology.

• To strengthen the activities pertaining to innovation and entrepreneurship: The National Skill Development Corporation (NSDC), set up to fulfil the growing need in India for skilled manpower, highlights the growing need to bridge the breach between the demand and supply of skills. It believes that existing skills should be promoted to international standards which is possible through industry involvement and curriculum reframing. In accordance with this national mission, the college desires that its students should play the role of a 'market-maker' and contribute to employment generation. It aims at prioritising those initiatives which have a catalytic effect on innovation and entrepreneurship.

• To initiate extensive coaching for Competitive Examinations: A considerable number of the students studying in the college have cherished the goal to get through the competitive examinations conducted by government agencies like MPSC. Many Commerce students are preparing for clerical and Probationary Officer-level examinations in Banking. To facilitate their efforts, the college proposes to expand the spectrum of coaching for competitive examination.

• To Promote Environment Friendly Activities on the Campus: The 'Sustainable Development Goals' (SDGs), also known as the 'Global Goals', adopted by the United Nations foresee a combined effort to eradicate poverty, protect the planet, and ensure peace and prosperity to everyone by 2030. Seven out of these 17 goals focus on ecology and environmental issues. Perceiving the global sensitization towards this pertinent problem, the college is committed to promote environment-friendly green practices such as rainwater harvesting, setting up unconventional energy sources, plantation and preservation of trees, minimum use of plastic, LED fixtures, No Vehicle Day etc. on the campus.