



YEARLY STATUS REPORT - 2020-2021

| Part A | |
|--|---|
| Data of the Institution | |
| 1.Name of the Institution | Pemraj Sarda College |
| • Name of the Head of the institution | Dr. R Y Shinde |
| • Designation | I/C Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 02412421433 |
| • Mobile no | 9423791041 |
| • Registered e-mail | sardacollege2000@yahoo.com |
| • Alternate e-mail | dr.r.y.shinde@gmail.com |
| • Address | Post Box No. 50, Borkarnagar, Ahmednagar. |
| • City/Town | Ahmednagar |
| • State/UT | Maharashtra |
| • Pin Code | 414001 |
| 2.Institutional status | |
| • Affiliated /Constituent | Affiliated |
| • Type of Institution | Co-education |
| • Location | Urban |

| | | | | | |
|--|---|-------------------------|-----------------------------|--------------------|-------------------|
| • Financial Status | Self-financing | | | | |
| • Name of the Affiliating University | Savitribai Phule Pune University | | | | |
| • Name of the IQAC Coordinator | Dr. Jypti Papa Bidlan | | | | |
| • Phone No. | 02142431337 | | | | |
| • Alternate phone No. | 02412421433 | | | | |
| • Mobile | 7276206635 | | | | |
| • IQAC e-mail address | iqac.psc@gmail.com | | | | |
| • Alternate Email address | jyotibidlan@gmail.com | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year)) | http://sardacollege.org/wp-content/uploads/2021/09/AQAR-2019-20.pdf | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | http://sardacollege.org/wp-content/uploads/2022/02/Academic Year 2020 21.pdf | | | | |
| 5.Accreditation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
| Cycle 2 | A | 3.02 | 2013 | 23/03/2013 | 22/03/2018 |
| 6.Date of Establishment of IQAC | | | 25/01/2004 | | |
| 7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc., | | | | | |
| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount | |
| Institution | Salary Grant | State Government | 2020-21 | 7,38,98,854 | |
| Institution | NSS | SPPU | 2020-21 | 48,410 | |
| Institution | Scholarship | SPPU | 2020-21 | 15,39,443 | |
| Institution | NCC | SPPU | 2020-21 | 51,991 | |

| | |
|--|---------------------------|
| 8. Whether composition of IQAC as per latest NAAC guidelines | Yes |
| <ul style="list-style-type: none"> • Upload latest notification of formation of IQAC | View File |
| 9. No. of IQAC meetings held during the year | 4 |
| <ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes |
| <ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded |
| 10. Whether IQAC received funding from any of the funding agency to support its activities during the year? | No |
| <ul style="list-style-type: none"> • If yes, mention the amount | |
| 11. 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 | |
| 12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year | |
| | |

| Plan of Action | Achievements/Outcomes | | | | |
|--|---|------|--------------------|-------------------------------|------------|
| To prepare a comprehensive Academic Calendar and execute it in the institution for Quality Sustenance. | Academic Calendar was prepared accordingly and honest measures were taken to implement it in letter and spirit. | | | | |
| To augment the institutional infrastructure to meet the changing scenario. | Measures were taken to upgrade the institutional infrastructure in view of the changing times | | | | |
| To evaluate the academic performance of all teachers. | Annual API forms submitted by all teachers were assessed. | | | | |
| To track the qualitative and quantitative growth of various departments. | The overall growth and development of the departments was tracked through their Annual Reports | | | | |
| To submit the Annual Report to the Savitribai Phule Pune University within stipulated time. | The Annual Report was submitted to the University in time. | | | | |
| 13. Whether the AQAR was placed before statutory body? | Yes | | | | |
| <ul style="list-style-type: none"> Name of the statutory body | | | | | |
| <table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>College Development Committee</td> <td>09/04/2021</td> </tr> </tbody> </table> | | Name | Date of meeting(s) | College Development Committee | 09/04/2021 |
| Name | Date of meeting(s) | | | | |
| College Development Committee | 09/04/2021 | | | | |
| 14. Whether institutional data submitted to AISHE | | | | | |
| <table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2022</td> <td>15/02/2022</td> </tr> </tbody> </table> | | Year | Date of Submission | 2022 | 15/02/2022 |
| Year | Date of Submission | | | | |
| 2022 | 15/02/2022 | | | | |

Extended Profile

1. Programme

1.1 511

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

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

2.1 2354

Number of students during the year

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

2.2 1159

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

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.3 503

Number of outgoing/ final year students during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.Academic

3.1 27

Number of full time teachers during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.2 00

Number of sanctioned posts during the year

Extended Profile

1. Programme

| | |
|--|------------|
| 1.1 | 511 |
| Number of courses offered by the institution across all programs during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2. Student

| | |
|------------------------------------|-------------|
| 2.1 | 2354 |
| Number of students during the year | |

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

| | |
|--|-------------|
| 2.2 | 1159 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|---|------------|
| 2.3 | 503 |
| Number of outgoing/ final year students during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3. Academic

| | |
|--|-----------|
| 3.1 | 27 |
| Number of full time teachers during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| 3.2 | 00 |
|---|---------------------------|
| Number of sanctioned posts during the year | |
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 | 32 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 26,51,359 |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 117 |
| Total number of computers on campus for academic purposes | |

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college is permanently affiliated to Savitribai Phule Pune University (SPPU) and hence is bound to follow the prescribed curricula.

The IQAC prepared the academic calendar for AY 2020-21 as per regulations set by the SPPU in consultation with the Principal and departmental heads.

The Timetable Committee considered the directives given by the IQAC and designed the annual Timetable for all the programs as per university norms. The Faculty-wise Timetable was communicated to the students through available digital platforms. It is also displayed on the college website.

The academic year begun with the process of admissions wherein the admission committees were set up for the proper guidance of the students. The results were analyzed by the departments later and

the performance analysis was conveyed to the IQAC.

Due to online mode there was massive use of ICT. On a large scale Zoom/ Google Meetplatforms were used. Google Classrooms, You-Tube videos, PPTs prepared on certain core topics enriched the learning experience in a greater way. The WhatsApp groups along with the Google Classrooms were used as platforms for the students' interactions with the teachers. Students' continuous evaluation was done through internal exams, orals, seminars, etc. Students completed their projects online.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | http://sardacollege.org/feedback-analysis-2020-21/ |

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

Due to the corona pandemic, the academic year 2020-21 was greatly influenced. Almost all practical and oral examinations of the previous year AY 2019-20 were conducted off-line but the theory examinations of the AY 2019-20 got affected by the pandemic. Only final year examinations were conducted during July 2020 and for the rest even semesters equivalent scores to their respective achievements were allotted as per the government guidelines. The academic calendar for AY 2020-21 was tentative in view of the corona situations. The odd semesters 1, 3 started in August 2020. The evaluation process was conducted in on-line mode. The projects, practicals, ppt presentations where ever feasible were conducted in on-line mode. Due to no-range issue/ health issue few students could not attempt the tests in scheduled time. In such cases exams were rescheduled. Due to the first and second waves some of the scheduled activities could not take place.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | http://sardacollege.org/wp-content/uploads/2022/02/Academic_Year_2020_21.pdf |

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

C. Any 2 of the above

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

1.2 - Academic Flexibility

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

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

23

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |

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

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

00

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template) | View File |

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

00

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

1.3 - Curriculum Enrichment

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

The curriculum of Commerce department at M.Com-Sem-I titled as 'Business Ethics and Professional Values' , tries to raise the students' general awareness on the ethical dilemmas at work place. It presents the concept of Corporate Social Responsibility and explore its relevance to ethical obligations and ethical ideals present in the relationship between employers and employees. The course enables student to develop their own considered judgment about issues in Business Ethics.

Political Science subject at SYBA (revised syllabus) and TYBA (old syllabus) have a unit on 'Feminism' that emphasized on Gender and Gender equality. The emphasis is given on human values throughout the courses under UG and PG. The languages Marathi, Hindi and English also have prose and poetry focussing on human values, gender and environment.

The Microbiology subject has special touch to environmental issues. The students of second years of all the programs have to complete a project on Environment preservation and related issues. This course is mandatory for all programs.

Thus the institution integrates the crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the curriculum.

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

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

02

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | No File Uploaded |
| Institutional Data in Prescribed Format | View File |

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

31

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

1.4 - Feedback System

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

A. All of the above

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://docs.google.com/spreadsheets/d/1meD43gOsOyWazsjSiN1VdZUV8vp9XYCP5jXQR576ByU/edit?resourcekey#gid=1945213571 |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | No File Uploaded |

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | http://sardacollege.org/feedback-analysis-2020-21/ |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2354

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

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

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

1159

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

2.2 - Catering to Student Diversity

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

The institute conducts programs like quizzes, presentations and group discussions for slow and advanced learners across departments. Teachers as mentors and students as mentees helped to understand the problems faced by the students. Since classes were held on online platforms, student-teacher interaction was good. The College provides equal opportunity for quality education for students from diverse backgrounds, which will help to empower them and make them responsible members of society. The teaching-learning process is aimed at the holistic development of the learners.

After admission, the Statements of Marks of the admitted students are analyzed in order to find out their weak and strong areas. It is assumed that the subject in which s/he scores more is his/her strong area and vice versa. At the micro-level, it is pertinent to evaluate the student's grasping speed at an individual stage.

Interaction in the class serves as a tool to detect this speed. Online tests and viva were taken on online educational platforms such as Google meet and Zoom. To make the students remember,

visual ppts and e-books were shared. Performance in the Term End Examination is a parameter to detect learnings.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://sardacollege.org/institutional-repository-ir/ |
| Upload any additional information | View File |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 2354 | 28 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student-centric methods, such as experiential learning, participative learning and problem-solving methodologies are used for enhancing online learning experiences. When teaching online, students were encouraged to participate in discussions. Assignments had to be handed over on goggle classroom applications. Since the online world was new to all, the students who faced difficulty in online submission, online classrooms and portals were guided by the teachers as to how to go through this process. Various videos, e-books, links to important websites, and PowerPoint presentations were shared with the students. To enhance the learning experience, subject related films are screened online; PPTs and 'YouTube' clips are shown. E sources and study material have been stored on the department PC. Students have an access to go through the same.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | http://sardacollege.org/institutional-repository-ir/ |

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

The use of ICT was practised by various departments in the college. Youtube videos, meetings on zoom and google meet, PowerPoint presentations, online study material, and e-books were provided to the students. Their queries were solved online. The presentation was given by the students online. Assignments and tests were submitted online by the students on Google classroom of respective students. Question papers of both mediums of all subjects were made on google form and students submitted them. Quizzes and assignments were taken by the department of electronic science. The students learned various concepts in their subjects through various online techniques. The teachers imparted maximum subject knowledge through ICT tools during pandemic.

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

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

2.3.3.1 - Number of mentors

31

| File Description | Documents |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

2.4 - Teacher Profile and Quality

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

28

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

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

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

19

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

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

2.4.3.1 - Total experience of full-time teachers

554

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

2.5 - Evaluation Process and Reforms

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

The internal evaluation system is continuous, fair, and transparent. The academic calendar is prepared for every academic year and every semester, which includes the methods of evaluation of students. The evaluation methods and schedules are discussed and finalized in the departmental meetings. Evaluation methods are communicated to the students in an orientation programme, which is done at the first lecture for every course at the beginning of the academic session. Schedules are communicated to students through examination timetables well in advance. Teachers also communicate evaluation criteria to students while teaching. As part of the reform in the CIE system, students are given feedback about their performance and suggestions to improve their performance by respective faculty members. Another reform in Continuous Internal Evaluation is that marks scored in internal examinations, assignments, and tutorials are shown to students. This enables students to reduce their weaknesses in the courses taught and strengthen their writing skills. Students are allowed to meet and discuss with respective faculty members their performance and clarify queries.

| File Description | Documents |
|---------------------------------|---------------------------|
| Any additional information | View File |
| Link for additional information | Nil |

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

As per the University guidelines, a college Exam officer is appointed for conducting examinations. The college has appointed an internal Examination committee for all faculty which works

under the guidance of the College Exam officer and Principal. Internal exams are conducted prior to the university exam. A timetable is prepared by the CEO, principal, and member of the examination committee for the internal exam. To maintain transparency and consistency in the assessment of the internal tests, the faculty evaluates the papers within the given time. During the Covid-19 pandemic, examinations were taken in Google forms and Microsoft teams, and the marks were recorded by the faculties. Any grievances by the students regarding internal examinations are resolved by the exam department. An application is to be submitted to the examination department. The principal, CEO, and faculty member take the necessary steps to resolve the grievances. If any student is unable to appear for the examination due to some genuine reason examination is conducted for that student as per the norms of the University. Internal marks are assigned on the basis of assignments, reports, or presentations. The college stringently follows the rules and guidelines issued by the university while conducting internal examinations.

| File Description | Documents |
|---------------------------------|---------------------------|
| Any additional information | View File |
| Link for additional information | Nil |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The programme and course outcomes help the students to learn the basic concepts and understand the fundamentals of the subjects that they apply in their graduation and post-graduation programmes of all faculties. The students learn the skill of interpreting, analyzing, classifying and applying the class learnings in the most effective practical mode. The courses offered to make the students learn about various ideologies, their origins and the principles on which they are based. The POs, COs and the PSOs are designed in such a way that there is 360-degree comprehensive learning for the students of varied backgrounds. The process was continuously monitored and finally approved by IQAC.

Mechanism of communication and display: POs, PSOs, and COs are displayed for all stakeholders at the following locations: Institutes' websites. The head of the department, senior faculty and the department faculty analyzed and expressed their opinion on

the revised PSOs and POs. The main motto behind this is knowledge learning, skill learning and value learning.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | http://sardacollege.org/wp-content/uploads/2021/09/Course-Outcomes.pdf , http://sardacollege.org/wp-content/uploads/2021/09/UG-PG-Programme-Outcomes.pdf , http://sardacollege.org/wp-content/uploads/2021/09/Programme-Specific-Outcomes-PSOs.pdf , |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

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

The college institution, through its experienced staff members, distinguished faculty and infrastructure facilities, makes teaching and learning one of the best learning experiences. The student has a 360-degree exposure and hones his skill in education, practical knowledge, communication skills and overall personality. He learns to be creative and makes the best use of technology for the benefit of society. He becomes more aware of his surroundings and uses his theory knowledge when he steps out into the work world. Pragmatic competence and self-learning skills of the students develop through various initiatives initiated by the teachers for the students. According to the subject and the stream, the right-thinking process and logical analysis are developed. For example, Awareness of the Current Issues related to Nature and the Environment ? Application of Advanced Technology in Science & Computer Science. The students are independently reached and trained to acquire information and develop an appreciation of the need for continuous learning and updating.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for Additional information | Nil |

2.6.3 - Pass percentage of Students during the year

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

573

| File Description | Documents |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | http://sardacollege.org/college-annual-report-2020-21-2/ |

2.7 - Student Satisfaction Survey

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

<http://sardacollege.org/wp-content/uploads/2022/04/Student-Satisfaction-Survey-SSS-2020-2021.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

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

3.2 - Innovation Ecosystem

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

Unfortunately, the institution does not have a formal, well-defined ecosystem for innovations as such. However, the students are encouraged to participate in research-oriented initiatives like 'Avishkar', organised by the Savitribai Phule Pune University. Due to pandemic situation, the event could not be organised. So students could not participate in the same.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

01

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

| File Description | Documents |
|--|---|
| URL to the research page on HEI website | http://sardacollege.org/wp-content/uploads/2021/09/Plagiarism-Policy.pdf |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | No File Uploaded |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

29

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

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

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

4

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.4 - Extension Activities

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

Due to Covid-19 pandemic, we could not conduct extension activities during the year.

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

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

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

00

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

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

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

11

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

485

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

| File Description | Documents |
|--|---------------------------|
| e-copies of related Document | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Response - The college has augmented its Infrastructure with green campus spread over an area of 8093.71 sq mt. & total built up area of campus is 66,85,07.77 sq mt viz; includ main building with

administrative block,adequate classrooms,departments,central library, reading room, science laboratories,computing equipments,research centres, staff rooms,IQAC,NCC,NSS Training and placement office,restrooms,conference hall, seminar hall, girls hostel, guest house, ramps for the physically challenged students. The college has 30 classrooms to conduct regular classes as well as used for conducting remedial coaching, certificate courses,mentoring sessions, departmental meeting, various competitions, annual and semester examinations, book exhibitions, soft skill training programme for the school children and competitive examcentre.All the laboratories has fully equipped with advanced equipments in order to meet their own requirements for carrying out academic and research works.The college has 127 computers (with internet facility) ,OHP LCD projectors & printers to each department for effective ICT enabled teaching and learning. All the departments and computer labs are connected with 100 mbps bandwidth.College has made available advanced language laboratory with interactive language lab software.The girls hostel is provided with mess, pure drinking water,washrooms,solar hot water system, UPS, daily newspaper, filmclub &reading hall.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | http://sardacollege.org/infrastructure-facilities/ |

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

Response - The Department of physical education and sports was established in 1962 with excellent sports facilities and fully equipped gym khana, fitness zone to develop their skills and be mentally and physically fit along with academics.The college has maintained playground with an area of 93342.41 sq mt.for cricket,football,kho kho, volley ball,handball,running track,one basket ball court.The college has established gymnasium hall andseparate gym facility in the premises of girls hostel.The sports department has a yoga centre with a built up area of 1800 sq. ft. Indoor games facilities like table tennis, chess, carom, wrestling, boxing, squash, fencing, power lifting, badminton, fitness bicycle. College has multipurpose hallfor cultural programmes,debates,elocution competitions,quiz competitions, exhibitions, etc.In college campus open stage facility is used for

the celebrations of Independence day, Republic day and organization of annual social gathering and prize distribution ceremony etc. Open stage in the premises of girls hostel is used to celebrate hostel day, Ganesh festival and Organization of various cultural activities. An audio-visual hall is provided for screening motivational films through film club for students. Students are given training in all sports games to take part in inter collegiate, inter zonal, inter university, state, national and international level competition.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | http://sardacollege.org/infrastructure-facilities/ |

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

02

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | http://sardacollege.org/infrastructure-facilities/ |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

1074413

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | View File |

4.2 - Library as a Learning Resource

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

Yes , Library is fully automated by using integrated library management system known as SOUL 2.0 Software. The modules covered in SOUL 2.0 software are Acquisition, Circulation, Serials Control, OPAC and Administration. The salient features of this software are member information issue , return, book reservation, minimal data entry, stock verification, write-off, lost and paid, data base backup, barcode support and online help.

Name of the ILMS Software

Nature of automation

(fully or partially)

Version

Year of automation

SOUL 2.0

Fully

2.0

2017

DSpace Digital Library Software

Fully

6.3

2019

User Tracking System

Fully

3.0

2019

Sr.No.

Particulars of Work

Number of PC's

1

Thinkserver TS 150

01

2

Library Web OPAC for Readers

01

3

Circulation of Books

04

4

Administrative work

03

5

Knowledge resource centre for using database

10

6

DSpace as a digital repository for our library

01

7

User tracking system

01

Total PC's

21

The present library collection is 53826 books, 09national and international journals,3345back issue journalsbound volumes, CD/DVDs/Video cassettes 441 and other library resources. Issue, return of books has been done by SOUL 2.0 software.

Library is having independent website. Its URL is <https://psclibrary1962.wixsite.com/sardacollegelibrary>.

File description:

- Upload any additional information pdf 4.2.1
- <https://psclibrary1962.wixsite.com/sardacollegelibrary>

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional Information | https://psclibrary1962.wixsite.com/sardacollegelibrary |

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | View File |

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

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

572827

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Audited statements of accounts | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

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

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

12

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Details of library usage by teachers and students | View File |

4.3 - IT Infrastructure

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

Response :The college has upgraded its IT facilities including the internet connection bandwidth from 50 Mbps to 100 Mbps with a campus Wi-Fi facility, updated its IT facilities with increasing the number of computers, printers, scanners ,interactive LCD projectors, Xerox machines, online admission process, dynamic

website, and various software's. The teaching and learning process is enhanced through incorporating ICT tools and e-resources such as DELNET, INFLIBNET, online courses, CD's and Video lectures. The students, teachers and non-teaching staff are also encouraged to use various academic and administrative software's such as Vriddhi, Latex and Skylab etc. IT facilities Wi-Fi with the date of updation & nature of updation.

Sr. no.

IT facilities

Nature of updation

1.

Antivirus Software

Yearly

2.

Broadband

Yearly

3.

Operating system

Yearly

4.

Computer Lab:-

Yearly

a.

Linux -UBUNTU

Yearly

b.

Ms-Office

Yearly

c.

Oracle

Yearly

d.

Postgrace

Yearly

e.

JAVA

Yearly

f.

Scilab

Yearly

g.

Turbo C & Turbo C++

Yearly

h.

Apache

Yearly

i.

Wamp Server

Yearly



j.

Jdk

Yearly

5.

Electronics LAB:-

Yearly

a.

PCBwizard

Yearly

b.

Arduino

Yearly

c.

Student MATLAB

Yearly

d.

Proteus-8

Yearly

e.

Xilinx 9.1i

Yearly

f.

Keil Microvision 4

yearly

g.

PSPICE AD-Lite

Yearly

h..

Anaconda Navigator

Yearly

i. Pycharm

Yearly

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

4.3.2 - Number of Computers

127

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

15,76,946

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

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

The administrative authorities carries out overall supervision for smooth functioning of college campus viz; includes proper availability of black boards, lighting and furniture in classrooms & invarious laboratories, departments etc. are taken care by these committees. Maintenance work like washrooms cleaning, plumbing, RO-water facilities, water tanks, electric work, computer labs, equipments, furniture's, fire extinguishers, botanical garden etc are maintained on daily basis through contract services. NSS & NCC students helps in maintaining and cleaning of college campus. Each departmental laboratory is having lab assistant and lab attendant. Library committee takes care of the library matters and smooth functioning. Sports committee has responsibility of the creation and maintenance of sports facilities. The college has signed following contracts for maintaining and utilizing physical facilities:

Sr.No

Nature of work

Name of agency/person

Contact No

1

Building maintenance

Mr. Kankariya

8805523300

2

Gardening

Mrs. Alka Shirsath

8421376551

4

Electrical maintenance

Mr.Praful Chaudhari

9822087704

5

Plumbing

Mr. Vilas Vavhal

9921502770

6

Computer &ICTmaintenance

Kishor Computers

8805566315

7

Cleaning Services

Mr. S. S.Chavhan

00

8

Laboratory equipments/instruments maintenance

Atri Sales Corporation

Abhay Chemical Industry

0241-2324672

9422797686

9

Paste control in the Library

Samartha Paste Control

9890692159

10

Security Guard

Mr. M. M. Gandhe

9561355739

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

579

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

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

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

00

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

| File Description | Documents |
|---|---|
| Link to Institutional website | http://sardacollege.org/quality-initiatives/ |
| Any additional information | No File Uploaded |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

527

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

527

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

06

| File Description | Documents |
|--|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| Details of student placement during the year (Data Template) | View File |

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

5.2.2.1 - Number of outgoing student progression to higher education

102

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

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

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

00

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for the same | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

5.3 - Student Participation and Activities

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

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

00

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

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

Every year the formation of the student council is done as per the specified format. The class toppers are appointed as the class representative [CR] of that respective class. Most of the time

girl students are toppers there is no bias regarding gender.

This year due to the Corona pandemic the college ran in online mode. Subsequently, the student council was not formed. Instead, the previous council remained in force except for the last final year class representatives.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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

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

0

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

5.4 - Alumni Engagement

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

There is an active Alumni Association of the past students of Pemraj Sarda College. This Association for duly registered on 16/03/2020. It comprises eminent, enthusiastic and experienced members associated with different domains. Hon'ble Brijlalji Sarda, the former Chairman of Hind Seva Mandal, is the President of this Association. Under his visionary leadership, the Association strives to enhance employability and strengthen

entrepreneurial skills amongst college students. It honestly aims at bridging the breach between academia and industry. To attain its goals, the Association carries out a variety of programmes on/off the college campus. Unfortunately, due to the prevailing pandemic situation and severe restrictions/ protocols frequently imposed by the local administrative authorities on mass gathering, the Association could not organise any programmes.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

- '?? ?????? ?? ??????????'

(True Learning Leads to Liberation!)

The college envisages the future of the nation in the enlightenment and empowerment of the youths from the weaker sections of the society. Their holistic progress is the ultimate goal of this institution. The fact worth mention is that the percentage of the students from the down-trodden communities (SC, ST, and VJNT) is around 15% while that of the female students is nearly 40%.

Mission:

- '?????????? ?????? ??????? ??????????????'

(Arise, awake, and stop not till the goal is reached!)

The shlok is a call for propagation of the message of peace and blessings. "Awake" denotes the awakening of one's real nature and the consequent ushering in of prosperity. "Arise" is a passionate call for national awakening to obtain political freedom for the country from colonialism, and to not to "stop" until the "goal" was achieved. This was essential in the social, economic and political fields.

Pemraj Sarada College is committed to its mission and is marching towards its accomplishment. The college has taken strenuous efforts to awaken the students, to make them aware of their aim in life and has motivated them not to halt till their aim is achieved.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://sardacollege.org/wp-content/uploads/2022/03/Vision-Mission.pdf |
| Upload any additional information | No File Uploaded |

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

Sadbhavana Cycle Rally

The Sadbhavana Cycle Rally was organized jointly by Pemraj Sarada College and Snehalaya (an eminent NGO) from Ahmendagar to Naokhali (Bangladesh). The aim of the cycle rally was to introduce students' diversity of the nation and also make them sensitive citizens. The endeavourer was an outcome of joint efforts of the College administration, 57 Maharashtra NCC Battalion, National Service Scheme and Department of Political Science. Thirty five students, including ten girl students, participated in the rally. As the rally was going to another country, students had to take Passport from the concerned government departments. The whole procedure was done by students themselves. They filled their forms, submitted documents at the government centre and successfully got passport. Considering their socio-economic background it was a marvellous thing they did. So before the rally learning process and participative management was visible among all concerned stakeholders. During the rally, students and teachers took decisions based on general consensus. Overall

coordination and cooperation was the need of the every hour. All in all, the Sadbhavana Cycle Rally turned out to be an exemplary which boosted not only the confidence of students but also prepared them to face any challenge with determination and positive mindset.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://sardacollege.org/wp-content/uploads/2022/04/Sadbhavana-Cycle-Rally-2021.pdf |
| Upload any additional information | No File Uploaded |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Perspective Plan was effectively deployed in the academic year 2020-21.

Activity: Permission to Initiate B. Sc. Mathematics, M. Sc. Chemistry & Zoology

The Perspective Plan of Pemraj Sarda College (our institution), as displayed on our official website, includes the roadmap of the institution. Following is one of the plans envisaged by the leadership:

- Qualitative and Quantitative Growth:

As per the strategic plan, the institution is committed to attain qualitative as well as quantitative growth by way of induction of new courses and provision of Post Graduate education in all Arts and Science Disciplines. In view of this, efforts were made to obtain permission to initiate bachelor's programme in Mathematics and master's programme in Chemistry as well as Zoology. All the formalities in this direction were fulfilled successfully. Consequently, the Committee constituted for the same sanctioned B. Sc. Mathematics, M. Sc. Chemistry and M. Sc. Zoology.

Planning and preparation for the smooth conduct of these programmes (expansion in the existing setup, purchasing of new apparatus/equipment, infrastructural up-gradation, recruitment of the staff, etc.) is in progress. The admissions to these programmes will be granted from the next academic year, 2021-22. In this way, we have executed the activity with success.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | http://sardacollege.org/wp-content/uploads/2021/08/Institutional-Prospective-Plan.pdf |
| Upload any additional information | View File |

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

The Organogram of the College represents the duties and responsibilities for all stake-holders as under:

- The Governing Council plays a vital role in the development the college.
- The Chairman of the Mandal also acts as the Chairperson of the Senior College Committee.
- College Development Committee (CDC) is the apex body of in the college headed by the Chairman. Principal of the college is the Member Secretary of this Committee. The Committee comprises of elected representatives from teaching and non-teaching staff, StudentRepresentativeand IQAC Coordinator.
- The CDC looks after the smooth functioning of the college and follows the rules and regulations of the UGC, State Govt., and University.
- Principal is appointed by the Management as per UGC norms and is approved by Savitribai Phule Pune University for five years' tenure.
- Principal is the full time academic and administrative officer of the college. He supervises the curricular/co-curricular/extra-curricular activities in the college.
- The Vice Principal assists the Principal in administration.
- Heads of the Departments monitor the Departmental activities.

- Librarian and Director of Physical Education are assigned with co-curricular and extra-curricular activities.
- Coordinators of various Committees and NCCC/NSS/ Student Development Officer carry out their responsibilities.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://sardacollege.org/wp-content/uploads/2022/02/Code-of-Conduct.pdf |
| Link to Organogram of the institution webpage | http://sardacollege.org/wp-content/uploads/2022/04/Organogram.pdf |
| Upload any additional information | View File |

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

There are different welfare measures available for teaching and non-teaching staff at the institutional level. The Hind Sevak Mandal's Employees' Cooperative Credit Society is an 'A' Graded financial body with solid reputation. It has a long history spanning over more than five decades. This Cooperative Credit Society comprises of the permanent, full-time teaching and non-teaching staff of Pemraj Sarda College as its members. In addition, it has as its members, the staff of the other educational

units run by the Hind Seva Mandal. Subsequently, the financial condition of the Society is quite sound. No wonder, the retired employees of Pemraj Sarda College also retain their membership. This Society provides Short Term, Medium Term as well as Long Term loans to the employees. In addition, emergency loans and educational loans are also offered to the members. After approval, the employees are benefitted from the General Provident Fund. They can opt for Public Provident Fund on their own. Most importantly, emergency medical help is provided to every employee, on review of the situation.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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

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

00

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

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

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

00

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

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

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

05

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

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

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 IQAC evaluates every teacher's Annual Performance Indicator (API) form at the end of academic year. This form has been designed by the University in tune to the UGC Regulations and Amendments implemented from time to time. At this juncture, the teacher is required to present supporting documents as proof to the curricular/co-curricular/extra-curricular contribution extended by him/her. Wherever necessary, s/he is instructed to make certain changes in the method of teaching by applying relevant ICT for effective transmission of knowledge and information.

The performance of the non-teaching staff is monitored by the Principal, in assistance with the Vice Principal and Registrar. Every year, a Confidential Report of each non-teaching employee is generated. It includes objective evaluation of his/her performance throughout the year.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://sardacollege.org/wp-content/uploads/2022/02/Academic_Year_2020_21.pdf |
| Upload any additional information | No File Uploaded |

6.4 - Financial Management and Resource Mobilization

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

The following Audits were conducted:

Internal Audit:

The Board of Directors on the Management Body of Hind Seva Mandal have appointed M/s. A. S. Gurjar & Co. as Internal Auditor. They are responsible to carry out the regular audit of Pemraj Sarda College. The 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 the suggestions given by the auditor. The Books of Accounts and Vouchers and other

statements are examined yearly. The same practice was followed in the financial year 2020-21.

External Audit:

The External Audit is periodically conducted as per the suitability 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. Due to extraordinary circumstances in the wake of Covid 19 pandemic situation, most of the schemes could not be implemented. As such, their audit was not done.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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

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

00

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

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

The strategies are decided by the CDC and IQAC.

The College follows the regulations of SPPU with respect to the

tuition fees.

The Research Committee is supposed to explore funding schemes of various agencies. NSS, NCC, and SDO apply for funds through various schemes of the University.

The IQAC takes initiatives to establish linkages and collaborations for resource mobilization through consultancy, training and projects.

Examination Department maintains the Statement of Accounts of examination fee collected and expenditures. Separate accounts for funded course and non-grant courses are maintained by the college.

The departmental requirements are forwarded to the Principal through the Heads of Departments.

The salary of staff appointed for non-grant courses is disbursed through the funds generated from such courses.

Purchase Committee takes requirements from all the departments to ensure transparency, quality and cost effectiveness.

The College has an established policy to carry out the day to day repair and maintenance.

The library is upgraded on recommendations made by the Library Committee. Addition of text and reference books takes place as per change in curriculum.

Standard protocols followed for the purchase of Chemicals, Glassware, Consumables and Equipment.

All the departments and committees submit budgets for their activities.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing

the quality assurance strategies and processes

1. IPR Workshop

The IQAC discussed the need to arrange workshop on Intellectual Property Rights (IPR) as it was not conducted in the institution earlier. Accordingly, the Department of English organised an online State Level Workshop on IPR on 23 December, 2021.

The Workshop was intended to shed light on the basics of IPR and deliberate upon allied issues. It was also aimed at educating the aspiring researchers and innovators with practical knowledge of IPR with respect to the crux of copyright and copyright infringement. Moreover, it focused on the UGC Regulations, 2016 to curb Plagiarism and follow Publication Ethics.

2. English Communication Training Programme

In an IQAC meeting, the Principal proposed to expand the scope of English Communication Training Programme to accommodate the alumni and faculty members of the institution. This proposal was accepted unanimously. The one month Programme was organised free of cost, in collaboration with 'Globo Vision Institute of English, Aurangabad'. It was planned to enhance the learners' communication skills. The course guided them to overcome their errors in grammar and pronunciation; support them to improve their presentation skills; build up their confidence in interpersonal communication and to empower them to compete in the global job market.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://sardacollege.org/wp-content/uploads/2022/01/English-Communication-Training-Program-1.pdf |
| Upload any additional information | View File |

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

- 1. Online Teaching:** Due to the unpredictable circumstances arising during the Corona pandemic, it was quite difficult to conduct offline classes with consistency. The students found it difficult to attend the college regularly. The hostel, canteen and mess were kept closed. To cope with this

problem, the IQAC decided to conduct online classes according to specific timetable. Teachers were suggested to use student-friendly platforms to interact with the students. Separate WhatsApp groups were created on the basis of Course/Class/Medium. The links of the lectures were shared daily via those groups. Most of the teachers used PPTs.

2. **Online Evaluation:** To comply with the SOP laid down by the State/ Central Government and the University, the IQAC resolved to carry out the students' internal evaluation on online mode. In tune with the External (University) mode of evaluation, Multiple Choice Question (MCQ) Pattern was finalised. Accordingly, the Exam Department framed the stream wise separate timetables. Students were informed well in advance about the nature of evaluation. Heads of the Departments were advised to ask their faculty members to prepare MCQ Banks. Their marks were forwarded to the University. The presentations of the Post Graduate students were also arranged online.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://sardacollege.org/institutional-repository-ir/ |
| Upload any additional information | View File |

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

C. Any 2 of the above

| File Description | Documents |
|--|---|
| Paste web link of Annual reports of Institution | http://sardacollege.org/college-annual-report-2020-21-2/ |
| Upload e-copies of the accreditations and certifications | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

A country that does not value gender sensitization will never be safe. If we have to make our society safer for women, it's time to demand gender sensitization. Our Institute shows gender equity in decision making, in case of college committee or student committees, class coordinator ship. Various events like annual function, seminar management gives equal opportunity for ladies and gents staff.

1. Security cameras are installed for safety and security of everyone in and around the campus. 20 cameras are installed in campus.
2. Inclusive representation of lady staff in all important Committees. The Steering Committees, Facilitation Committees and other core Committees of the institute include women in decision making positions who lead various activities of the institute.
3. Institute organize various programs regarding gender inequality and sexual harassment
4. celebration of womens Day

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | http://sardacollege.org/wp-content/uploads/2022/05/Gender-Plan-20-21.pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | http://sardacollege.org/infrastructure-facilities/ |

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

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

Solid Waste Management:

Pedal-pushed dustbins are provided to all departments. The support staff has been assigned the duty of picking up the garbage and categorize it carefully. Especially during the pandemic situation, all possible efforts were taken to keep the college campus clean and hygienic. campus was sanitized at frequent intervals. Excessive use of plastic items was discouraged. 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. As a gesture to reuse paper, one sided blank papers are used to print notices, record attendance or obtain feedback for various purpose.

Liquid Waste Management:

Liquid waste generated from various labs in diluted form is

circulated in the college garden which is chemical free. The liquid waste of the Chemistry lab is disposed off according to the standard procedures so that it does not come in contact with outer environment. **E-Waste Management:** it is attentive that E waste is generated in minimal amount. Unused CPU and other electronic devices are used by the students of Electronics to study internal circuits for hands on training. **Sustainability/ Energy Preservation Initiatives:**

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | View File |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting
Bore well /Open well recharge Construction of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

C. Any 2 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | No File Uploaded |

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

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

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

1. Sadbhavana Cycle Rally from Ahmednagar (Maharashtra) to Naokhali (Bangladesh):

Our institution actively participated in Sadbhavana Cycle Rally. Taking this conscience call, Pemraj Sarda College, 57 Maharashtra Battalion NCC Ahmednagar and 'Snehalaya' (an NGO) jointly organized a Sadbhavana Cycle Rally from Ahmednagar (Maharashtra) to Naokhali (Bangladesh), which is organized to inculcate spirit of secularism and wider outlook among the participants and to introduce the students to the multifarious diversity of India.

2. Free Haemoglobin Check-up Campaign for Women on the Occasion of International Women's Day, 8 th March 2021:

Our institution, along with Jankalyan Blood Bank, Nalegaon Ahmednagar organized Free Haemoglobin Check-up Campaign for women on the occasion of International Womens Day, 8 th March 2021. This programme had a nobleintention to make the women aware of their Haemoglobin deficiency, if any, and orient them on their health issues. This campaign received a considerable response.

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

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

The orientation programme at the start of the first semester orients students about the constitutional obligations: values, rights, duties and responsibilities of citizens All students are required to sign Undertakings when they join the institute

Constitution day: Constitution Day is celebrated on 26th November every year. The programme initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens.

Celebration of National Festivals: our Institute every year celebrates Republic Day, Maharashtra Day and Independence day on January 26, May 01 and August 15 respectively. The celebration is attended by Students, Teaching and Non-teaching Staff, Invitees, guests and any attendees. Flag hosting with National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the programme. NCC parade is main attraction on these days.

Blood Donation camp: Every year institute organizes blood donation camp in association with local blood bank. NSS and NCC take laid to success this program .The students are sensitized on the importance of the activity and are encouraged to participate in saving the life of citizens of India.

| File Description | Documents |
|--|-----------|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | Nil |
| Any other relevant information | Nil |

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

students, teachers, administrators
and other staff 4. Annual awareness
programmes on Code of Conduct are
organized

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

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

Every year college organizes national festivals and celebrate birth/death anniversaries of the great Indian Personalities.

National Festivals

- Republic Day.
- Independence Day.
- Maharashtra Din

Birth and Death anniversaries of the great Indian personalities:

Sr.No

commemorativeDay

Birth and Death/ Martyrdom Anniversary

1

Mahatma Gandhi

2 October - 30 January

2

Lal Bahadur Shastri

2 October - 11 January

3

Babasaheb Ambedkar

14 April - 6 December

4

Savitribai Phule

3 January - 10 March

5

Mahatma Jyotirao Phule

11 April - 28 November

6

Swami Vivekananda

12 January

7

Sardar Vallbhbhai Patel

31 October

8

Chatrapati Shivaji Maharaj

19 February

9

Marathi Bhasha Din

27 February

10

Hindi Bhasha Din

14 September

11

Constitutional Day

26 November

12

Mathematics Day (Birth Anniversary of Mathematician Srinivasa Ramanujan)

22 December

13

World Environment Day

5 June

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

7.2 - Best Practices

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

Sadbhavana Cycle Rally 2021

Objectives:

1. To introduce the students to the multifarious diversity of India;
2. To inculcate spirit of secularism and wider outlook among the participants;

Context:

The growing hatred and malice in the society calls for serious consideration and immediate reparation.

Practice:

The Rally started on 2 nd October 2021 from Ahmednagar.

Evidence of Success:

Students realized potential within them and the rally gave an opportunity to unearth their latent talent.

Problems Encountered and Resource Required:

Obtaining bicycles for the students was a challenge. Meanwhile the situation in Naakhali grew tense.

2) Making Plantation and Preservation of Trees a Mass Movement -

Objectives:

1. To contribute to the making of Green Planet.
2. To imbibe upon the students the dignity in labour.

Context:

The Student Development Office, NCC, NSS and Department of Botany run this activity.

Practice:

The students are educated and encouraged to take up the activity. They are also trained to make vermicomposting.

Evidence of Success:

In the last few years, the students have developed the taste for this activity.

Problems Encountered and Resources Required:

The scheme encountered the basic problem of surveillance. Lack of sufficient supply of water was another major hurdle.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | http://sardacollege.org/wp-content/uploads/2021/09/Best-Practices-1.pdf |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

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

Core values are the fundamental principles of an organization. These guiding principles dictate behavior and can help people understand the difference between right and wrong. Core values help organizations to determine if they are on the right path and fulfilling their goals by creating an unwavering mode and method of guidance.

The institution consistently strives for the all-round development of students. Institution gauges "development" in terms of enlightenment of students in all areas of life. Illumination of students through curricular and extra-curricular activities is the motto of the institution. These activities help nourishing talents of the students. One such activity is the National Cadet Corps (NCC). Personality development is the mandate of NCC. college unit has strength of 84 cadets in the NCC. 57 Maharashtra Battalion NCC Ahmednagar and 'Snehalaya' jointly organized a Sadbhavana Cycle Rally from Ahmednagar (Maharashtra) to Naokhali (Bangladesh). NCC cadets do voluntarily work in the Botanical Garden of the college throughout year. They took initiative in developing and maintaining the garden near NCC office. They very enthusiastically planted trees and flowers. Cadets divided duties among themselves for watering the garden. Once a month, all cadets do necessary maintenance of the garden.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college is permanently affiliated to Savitribai Phule Pune University (SPPU) and hence is bound to follow the prescribed curricula.

The IQAC prepared the academic calendar for AY 2020-21 as per regulations set by the SPPU in consultation with the Principal and departmental heads.

The Timetable Committee considered the directives given by the IQAC and designed the annual Timetable for all the programs as per university norms. The Faculty-wise Timetable was communicated to the students through available digital platforms. It is also displayed on the college website.

The academic year begun with the process of admissions wherein the admission committees were set up for the proper guidance of the students. The results were analyzed by the departments later and the performance analysis was conveyed to the IQAC.

Due to online mode there was massive use of ICT. On a large scale Zoom/ Google Meet platforms were used. Google Classrooms, You-Tube videos, PPTs prepared on certain core topics enriched the learning experience in a greater way. The WhatsApp groups along with the Google Classrooms were used as platforms for the students' interactions with the teachers. Students' continuous evaluation was done through internal exams, orals, seminars, etc. Students completed their projects online.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | http://sardacollege.org/feedback-analysis-2020-21/ |

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

Due to the corona pandemic, the academic year 2020-21 was greatly influenced. Almost all practical and oral examinations of the previous year AY 2019-20 were conducted off-line but the theory examinations of the AY 2019-20 got affected by the pandemic. Only final year examinations were conducted during July 2020 and for the rest even semesters equivalent scores to their respective achievements were allotted as per the government guidelines. The academic calendar for AY 2020-21 was tentative in view of the corona situations. The odd semesters 1, 3 started in August 2020. The evaluation process was conducted in on-line mode. The projects, practicals, ppt presentations where ever feasible were conducted in on-line mode. Due to no-range issue/ health issue few students could not attempt the tests in scheduled time. In such cases exams were rescheduled. Due to the first and second waves some of the scheduled activities could not take place.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | http://sardacollege.org/wp-content/uploads/2022/02/Academic_Year_2020_21.pdf |

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

C. Any 2 of the above

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

1.2 - Academic Flexibility

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

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

23

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |

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

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

00

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template) | View File |

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

00

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

1.3 - Curriculum Enrichment

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

The curriculum of Commerce department at M.Com-Sem-I titled as 'Business Ethics and Professional Values' , tries to raise the students' general awareness on the ethical dilemmas at work place. It presents the concept of Corporate Social Responsibility and explore its relevance to ethical obligations and ethical ideals present in the relationship between employers and employees. The course enables student to develop their own considered judgment about issues in Business Ethics.

Political Science subject at SYBA (revised syllabus) and TYBA (old syllabus) have a unit on 'Feminism' that emphasized on Gender and Gender equality. The emphasis is given on human values throughout the courses under UG and PG. The languages Marathi, Hindi and English also have prose and poetry focussing on human values, gender and environment.

The Microbiology subject has special touch to environmental issues. The students of second years of all the programs have to complete a project on Environment preservation and related issues. This course is mandatory for all programs.

Thus the institution integrates the crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the curriculum.

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

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

02

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | No File Uploaded |
| Institutional Data in Prescribed Format | View File |

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

31

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

1.4 - Feedback System

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

A. All of the above

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://docs.google.com/spreadsheets/d/1mE43gQsOyWazsjSiN1VdZUV8vp9XYCP5jXQR576ByU/edit?resourcekey#gid=1945213571 |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | No File Uploaded |

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | http://sardacollege.org/feedback-analysis-2020-21/ |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2354

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

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

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

1159

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

2.2 - Catering to Student Diversity

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

The institute conducts programs like quizzes, presentations and group discussions for slow and advanced learners across departments. Teachers as mentors and students as mentees helped to understand the problems faced by the students. Since classes were held on online platforms, student-teacher interaction was good. The College provides equal opportunity for quality education for students from diverse backgrounds, which will help to empower them and make them responsible members of society. The teaching-learning process is aimed at the holistic development of the learners.

After admission, the Statements of Marks of the admitted students are analyzed in order to find out their weak and strong areas. It is assumed that the subject in which s/he scores more is his/her strong area and vice versa. At the micro-level, it is pertinent to evaluate the student's grasping speed at an individual stage.

Interaction in the class serves as a tool to detect this speed. Online tests and viva were taken on online educational platforms such as Google meet and Zoom. To make the students remember, visual pts and e-books were shared. Performance in the Term End Examination is a parameter to detect learnings.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://sardacollege.org/institutional-repository-ir/ |
| Upload any additional information | View File |

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

| | |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 2354 | 28 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student-centric methods, such as experiential learning, participative learning and problem-solving methodologies are used for enhancing online learning experiences. When teaching online, students were encouraged to participate in discussions. Assignments had to be handed over on goggle classroom applications. Since the online world was new to all, the students who faced difficulty in online submission, online classrooms and portals were guided by the teachers as to how to go through this process. Various videos, e-books, links to important websites, and PowerPoint presentations were shared with the students. To enhance the learning experience, subject related films are screened online; PPTs and 'YouTube' clips are shown. E sources and study material have been stored on the department PC. Students have an access to go through the same.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | http://sardacollege.org/institutional-repository-ir/ |

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

The use of ICT was practised by various departments in the college. Youtube videos, meetings on zoom and google meet, PowerPoint presentations, online study material, and e-books were provided to the students. Their queries were solved online. The presentation was given by the students online. Assignments and tests were submitted online by the students on Google classroom of respective students. Question papers of both mediums of all subjects were made on google form and

students submitted them. Quizzes and assignments were taken by the department of electronic science. The students learned various concepts in their subjects through various online techniques. The teachers imparted maximum subject knowledge through ICT tools during pandemic.

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

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

2.3.3.1 - Number of mentors

31

| File Description | Documents |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

2.4 - Teacher Profile and Quality

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

28

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

19

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

554

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

2.5 - Evaluation Process and Reforms

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

The internal evaluation system is continuous, fair, and transparent. The academic calendar is prepared for every academic year and every semester, which includes the methods of evaluation of students. The evaluation methods and schedules are discussed and finalized in the departmental meetings. Evaluation methods are communicated to the students in an orientation programme, which is done at the first lecture for every course at the beginning of the academic session. Schedules are communicated to students through examination timetables well in advance. Teachers also communicate

evaluation criteria to students while teaching. As part of the reform in the CIE system, students are given feedback about their performance and suggestions to improve their performance by respective faculty members. Another reform in Continuous Internal Evaluation is that marks scored in internal examinations, assignments, and tutorials are shown to students. This enables students to reduce their weaknesses in the courses taught and strengthen their writing skills. Students are allowed to meet and discuss with respective faculty members their performance and clarify queries.

| File Description | Documents |
|---------------------------------|---------------------------|
| Any additional information | View File |
| Link for additional information | Nil |

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

As per the University guidelines, a college Exam officer is appointed for conducting examinations. The college has appointed an internal Examination committee for all faculty which works under the guidance of the College Exam officer and Principal. Internal exams are conducted prior to the university exam. A timetable is prepared by the CEO, principal, and member of the examination committee for the internal exam. To maintain transparency and consistency in the assessment of the internal tests, the faculty evaluates the papers within the given time. During the Covid-19 pandemic, examinations were taken in Google forms and Microsoft teams, and the marks were recorded by the faculties. Any grievances by the students regarding internal examinations are resolved by the exam department. An application is to be submitted to the examination department. The principal, CEO, and faculty member take the necessary steps to resolve the grievances. If any student is unable to appear for the examination due to some genuine reason examination is conducted for that student as per the norms of the University. Internal marks are assigned on the basis of assignments, reports, or presentations. The college stringently follows the rules and guidelines issued by the university while conducting internal examinations.

| File Description | Documents |
|---------------------------------|---------------------------|
| Any additional information | View File |
| Link for additional information | Nil |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The programme and course outcomes help the students to learn the basic concepts and understand the fundamentals of the subjects that they apply in their graduation and post-graduation programmes of all faculties. The students learn the skill of interpreting, analyzing, classifying and applying the class learnings in the most effective practical mode. The courses offered to make the students learn about various ideologies, their origins and the principles on which they are based. The POs, COs and the PSOs are designed in such a way that there is 360-degree comprehensive learning for the students of varied backgrounds. The process was continuously monitored and finally approved by IQAC.

Mechanism of communication and display: POs, PSOs, and COs are displayed for all stakeholders at the following locations: Institutes' websites. The head of the department, senior faculty and the department faculty analyzed and expressed their opinion on the revised PSOs and POs. The main motto behind this is knowledge learning, skill learning and value learning.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | http://sardacollege.org/wp-content/uploads/2021/09/Course-Outcomes.pdf , http://sardacollege.org/wp-content/uploads/2021/09/UG-PG-Programme-Outcomes.pdf , http://sardacollege.org/wp-content/uploads/2021/09/Programme-Specific-Outcomes-PSOs.pdf , |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

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

The college institution, through its experienced staff members, distinguished faculty and infrastructure facilities, makes teaching and learning one of the best learning experiences. The student has a 360-degree exposure and hones his skill in education, practical knowledge, communication skills and overall personality. He learns to be creative and makes the best use of technology for the benefit of society. He becomes more aware of his surroundings and uses his theory knowledge when he steps out into the work world. Pragmatic competence and self-learning skills of the students develop through various initiatives initiated by the teachers for the students. According to the subject and the stream, the right-thinking process and logical analysis are developed. For example, Awareness of the Current Issues related to Nature and the Environment ? Application of Advanced Technology in Science & Computer Science. The students are independently reached and trained to acquire information and develop an appreciation of the need for continuous learning and updating.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for Additional information | Nil |

2.6.3 - Pass percentage of Students during the year

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

573

| File Description | Documents |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | http://sardacollege.org/college-annual-report-2020-21-2/ |

2.7 - Student Satisfaction Survey

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

<http://sardacollege.org/wp-content/uploads/2022/04/Student-Satisfaction-Survey-SSS-2020-2021.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research**

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

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

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

3.2 - Innovation Ecosystem

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

Unfortunately, the institution does not have a formal, well-defined ecosystem for innovations as such. However, the students are encouraged to participate in research-oriented initiatives like 'Avishkar', organised by the Savitribai Phule Pune University. Due to pandemic situation, the event could not be organised. So students could not participate in the same.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

01

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

| File Description | Documents |
|--|---|
| URL to the research page on HEI website | http://sardacollege.org/wp-content/uploads/2021/09/Plagiarism-Policy.pdf |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | No File Uploaded |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

29

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

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and

papers in national/ international conference proceedings year wise during year

4

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.4 - Extension Activities

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

Due to Covid-19 pandemic, we could not conduct extension activities during the year.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

00

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with**

industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

11

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year
3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

485

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

3.5 - Collaboration
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

| File Description | Documents |
|--|---------------------------|
| e-copies of related Document | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Response - The college has augmented its Infrastructure with green campus spread over an area of 8093.71 sq mt. & total built up area of campus is 66,85,07.77 sq mt viz; include main building with administrative block, adequate classrooms, departments, central library, reading room, science laboratories, computing equipments, research centres, staff rooms, IQAC, NCC, NSS Training and placement office, restrooms, conference hall, seminar hall, girls hostel, guest house, ramps for the physically challenged students. The college has 30 classrooms to conduct regular classes as well as used for conducting remedial coaching, certificate courses, mentoring sessions, departmental meeting, various

competitions, annual and semester examinations, book exhibitions, soft skill training programme for the school children and competitive examcentre. All the laboratories has fully equipped with advanced equipments in order to meet their own requirements for carrying out academic and research works. The college has 127 computers (with internet facility) ,OHP LCD projectors & printers to each department for effective ICT enabled teaching and learning. All the departments and computer labs are connected with 100 mbps bandwidth. College has made available advanced language laboratory with interactive language lab software. The girls hostel is provided with mess, pure drinking water, washrooms, solar hot water system, UPS, daily newspaper, filmclub & reading hall.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | http://sardacollege.org/infrastructure-facilities/ |

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

Response - The Department of physical education and sports was established in 1962 with excellent sports facilities and fully equipped gym khana, fitness zone to develop their skills and be mentally and physically fit along with academics. The college has maintained playground with an area of 93342.41 sq mt. for cricket, football, kho kho, volley ball, handball, running track, one basket ball court. The college has established gymnasium hall and separate gym facility in the premises of girls hostel. The sports department has a yoga centre with a built up area of 1800 sq. ft. Indoor games facilities like table tennis, chess, carom, wrestling, boxing, squash, fencing, power lifting, badminton, fitness bicycle. College has multipurpose hall for cultural programmes, debates, elocution competitions, quiz competitions, exhibitions, etc. In college campus open stage facility is used for the celebrations of Independence day, Republic day and organization of annual social gathering and prize distribution ceremony etc. Open stage in the premises of girls hostel is used to celebrate hostel day, Ganesh festival and Organization of various cultural activities. An audio-visual hall is provided for screening motivational films through film club for students. Students are

given training in all sports games to take part in inter collegiate, inter zonal, inter university, state, national and international level competition.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | http://sardacollege.org/infrastructure-facilities/ |

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

02

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | http://sardacollege.org/infrastructure-facilities/ |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

1074413

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | View File |

4.2 - Library as a Learning Resource

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

Yes , Library is fully automated by using integrated library management system known as SOUL 2.0 Software.The modules covered in SOUL 2.0 software are Acquisition, Circulation, Serials Control, OPAC and Administration.The salient features of this software are member information issue , return, book reservation,minimal data entry, stock verification, write-off, lost and paid, data base backup, barcode support and online help.

Name of the ILMS Software

Nature of automation

(fully or partially)

Version

Year of automation

SOUL 2.0

Fully

2.0

2017

DSpace Digital Library Software

Fully

6.3

2019

User Tracking System

Fully

3.0

2019

Sr.No.

Particulars of Work

Number of PC's

1

Thinkserver TS 150

01

2

Library Web OPAC for Readers

01

3

Circulation of Books

04

4

Administrative work

03

5

Knowledge resource centre for using database

10

6

DSpace as a digital repository for our library

01

7

User tracking system

01

Total PC's

21

The present library collection is 53826 books, 09national and international journals,3345back issue journalsbound volumes, CD/DVDs/Video cassettes 441 and other library resources. Issue, return of books has been done by SOUL 2.0 software.

Library is having independent website. Its URL is <https://psclibrary1962.wixsite.com/sardacollegelibrary>.

File description:

- Upload any additional information pdf 4.2.1
- <https://psclibrary1962.wixsite.com/sardacollegelibrary>

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional Information | https://psclibrary1962.wixsite.com/sardacollegelibrary |

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | View File |

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

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

| 572827 | |
|--|---------------------------|
| File Description | Documents |
| Any additional information | View File |
| Audited statements of accounts | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |
| 4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year) | |
| 4.2.4.1 - Number of teachers and students using library per day over last one year | |
| 12 | |
| File Description | Documents |
| Any additional information | View File |
| Details of library usage by teachers and students | View File |
| 4.3 - IT Infrastructure | |
| 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi | |
| <p>Response :The college has upgraded its IT facilities including the internet connection bandwidth from 50 Mbps to 100 Mbps with a campus Wi-Fi facility, updated its IT facilities with increasing the number of computers, printers, scanners ,interactive LCD projectors, Xerox machines, online admission process, dynamic website, and various software's. The teaching and learning process is enhanced through incorporating ICT tools and e-resources such as DELNET, INFLIBNET, online courses, CD's and Video lectures. The students, teachers and non-teaching staff are also encouraged to use various academic and administrative software's such as Vriddhi, Latex and Skylab etc. IT facilities Wi-Fi with the date of updation & nature of updation.</p> <p>Sr. no.</p> <p>IT facilities</p> <p>Nature of updation</p> | |

1.

Antivirus Software

Yearly

2.

Broadband

Yearly

3.

Operating system

Yearly

4.

Computer Lab:-

Yearly

a.

Linux -UBUNTU

Yearly

b.

Ms-Office

Yearly

c.

Oracle

Yearly

d.

Postgrace



Yearly

e.

JAVA

Yearly

f.

Scilab

Yearly

g.

Turbo C & Turbo C++

Yearly

h.

Apache

Yearly

i.

Wamp Server

Yearly

j.

Jdk

Yearly

5.

Electronics LAB:-

Yearly

a.



PCBwizard

Yearly

b.

Arduino

Yearly

c.

Student MATLAB

Yearly

d.

Proteus-8

Yearly

e.

Xilinx 9.1i

Yearly

f.

Keil Microvision 4

yearly

g.

PSPICE AD-Lite

Yearly

h..

Anaconda Navigator

Yearly



i. Pycharm**Yearly**

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

4.3.2 - Number of Computers**127**

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution**A. ? 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****15,76,946**

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

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

The administrative authorities carries out overall supervision for smooth functioning of college campus viz; includes proper availability of black boards, lighting and furniture in classrooms & invarious laboratories, departments etc. are taken care by these committees. Maintenance work like washrooms cleaning, plumbing, RO-water facilities, water tanks, electric work, computer labs, equipments, furniture's, fire extinguishers, botanical garden etc are maintained on daily basis through contract services. NSS & NCC students helps in maintaining and cleaning of college campus. Each departmental laboratory is having lab assistant and lab attendant. Library committee takes care of the library matters and smooth functioning. Sports committee has responsibility of the creation and maintenance of sports facilities. The college has signed following contracts for maintaining and utilizing physical facilities:

Sr.No

Nature of work

Name of agency/person

Contact No

1

Building maintenance

Mr. Kankariya

8805523300

2

Gardening

Mrs. Alka Shirsath

8421376551

4

Electrical maintenance

Mr.Praful Chaudhari

9822087704

5

Plumbing

Mr. Vilas Vavhal

9921502770

6

Computer &ICTmaintenance

Kishor Computers

8805566315

7

Cleaning Services

Mr. S. S.Chavhan

00

8

Laboratory equipments/instruments maintenance

Atri Sales Corporation

Abhay Chemical Industry

0241-2324672

9422797686

9

Paste control in the Library

Samartha Paste Control

9890692159

10

Security Guard

Mr. M. M. Gandhe

9561355739

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

579

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

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

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

00

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

| File Description | Documents |
|---|---|
| Link to Institutional website | http://sardacollege.org/quality-initiatives/ |
| Any additional information | No File Uploaded |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

527

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

527

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

06

| File Description | Documents |
|--|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| Details of student placement during the year (Data Template) | View File |

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

102

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

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

00

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for the same | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

5.3 - Student Participation and Activities

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

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

00

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

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

Every year the formation of the student council is done as per the specified format. The class toppers are appointed as the class representative [CR] of that respective class. Most of the time girl students are toppers there is no bias regarding gender.

This year due to the Corona pandemic the college ran in online mode. Subsequently, the student council was not formed. Instead, the previous council remained in force except for the last final year class representatives.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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

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

0

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

5.4 - Alumni Engagement

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

There is an active Alumni Association of the past students of Pemraj Sarda College. This Association for duly registered on 16/03/2020. It comprises eminent, enthusiastic and experienced members associated with different domains. Hon'ble Brijlalji Sarda, the former Chairman of Hind Seva Mandal, is the President of this Association. Under his visionary leadership, the Association strives to enhance employability and strengthen entrepreneurial skills amongst college students. It honestly aims at bridging the breach between academia and industry. To attain its goals, the Association carries out a variety of programmes on/ off the college campus. Unfortunately, due to the prevailing pandemic situation and severe restrictions/ protocols frequently imposed by the local administrative authorities on mass gathering, the Association could not organise any programmes.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

- '?? ?????? ?? ??????????'

(True Learning Leads to Liberation!)

The college envisages the future of the nation in the enlightenment and empowerment of the youths from the weaker sections of the society. Their holistic progress is the ultimate goal of this institution. The fact worth mention is that the percentage of the students from the down-trodden communities (SC, ST, and VJNT) is around 15% while that of the female students is nearly 40%.

Mission:

- '?????????? ?????? ????????? ??????????????'

(Arise, awake, and stop not till the goal is reached!)

The shlok is a call for propagation of the message of peace and blessings. "Awake" denotes the awakening of one's real nature and the consequent ushering in of prosperity. "Arise" is a passionate call for national awakening to obtain political freedom for the country from colonialism, and to not to "stop"

until the "goal" was achieved. This was essential in the social, economic and political fields.

Pemraj Sarda College is committed to its mission and is marching towards its accomplishment. The college has taken strenuous efforts to awaken the students, to make them aware of their aim in life and has motivated them not to halt till their aim is achieved.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://sardacollege.org/wp-content/uploads/2022/03/Vision-Mission.pdf |
| Upload any additional information | No File Uploaded |

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

Sadbhavana Cycle Rally

The Sadbhavana Cycle Rally was organized jointly by Pemraj Sarda College and Snehalaya (an eminent NGO) from Ahmendagar to Naokhali (Bangladesh). The aim of the cycle rally was to introduce students' diversity of the nation and also make them sensitive citizens. The endeavourer was an outcome of joint efforts of the College administration, 57 Maharashtra NCC Battalion, National Service Scheme and Department of Political Science. Thirty five students, including ten girl students, participated in the rally. As the rally was going to another country, students had to take Passport from the concerned government departments. The whole procedure was done by students themselves. They filled their forms, submitted documents at the government centre and successfully got passport. Considering their socio-economic background it was a marvellous thing they did. So before the rally learning process and participative management was visible among all concerned stakeholders. During the rally, students and teachers took decisions based on general consensus. Overall coordination and cooperation was the need of the every hour. All in all, the Sadbhavana Cycle Rally turned out to be an exemplary which boosted not only the confidence of students but also prepared them to face any challenge with determination and positive mindset.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://sardacollege.org/wp-content/uploads/2022/04/Sadbhavana-Cycle-Rally-2021.pdf |
| Upload any additional information | No File Uploaded |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Perspective Plan was effectively deployed in the academic year 2020-21.

Activity: Permission to Initiate B. Sc. Mathematics, M. Sc. Chemistry & Zoology

The Perspective Plan of Pemraj Sarda College (our institution), as displayed on our official website, includes the roadmap of the institution. Following is one of the plans envisaged by the leadership:

- Qualitative and Quantitative Growth:

As per the strategic plan, the institution is committed to attain qualitative as well as quantitative growth by way of induction of new courses and provision of Post Graduate education in all Arts and Science Disciplines. In view of this, efforts were made to obtain permission to initiate bachelor's programme in Mathematics and master's programme in Chemistry as well as Zoology. All the formalities in this direction were fulfilled successfully. Consequently, the Committee constituted for the same sanctioned B. Sc. Mathematics, M. Sc. Chemistry and M. Sc. Zoology.

Planning and preparation for the smooth conduct of these programmes (expansion in the existing setup, purchasing of new apparatus/equipment, infrastructural up-gradation, recruitment of the staff, etc.) is in progress. The admissions to these programmes will be granted from the next academic year, 2021-22. In this way, we have executed the activity with success.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | http://sardacollege.org/wp-content/uploads/2021/08/Institutional-Prospective-Plan.pdf |
| Upload any additional information | View File |

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

The Organogram of the College represents the duties and responsibilities for all stake-holders as under:

- The Governing Council plays a vital role in the development the college.
- The Chairman of the Mandal also acts as the Chairperson of the Senior College Committee.
- College Development Committee (CDC) is the apex body of in the college headed by the Chairman. Principal of the college is the Member Secretary of this Committee. The Committee comprises of elected representatives from teaching and non-teaching staff, Student Representative and IQAC Coordinator.
- The CDC looks after the smooth functioning of the college and follows the rules and regulations of the UGC, State Govt., and University.
- Principal is appointed by the Management as per UGC norms and is approved by Savitribai Phule Pune University for five years' tenure.
- Principal is the full time academic and administrative officer of the college. He supervises the curricular/co-curricular/extra-curricular activities in the college.
- The Vice Principal assists the Principal in administration.
- Heads of the Departments monitor the Departmental activities.

- Librarian and Director of Physical Education are assigned with co-curricular and extra-curricular activities.
- Coordinators of various Committees and NCCC/NSS/ Student Development Officer carry out their responsibilities.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://sardacollege.org/wp-content/uploads/2022/02/Code-of-Conduct.pdf |
| Link to Organogram of the institution webpage | http://sardacollege.org/wp-content/uploads/2022/04/Organogram.pdf |
| Upload any additional information | View File |

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

There are different welfare measures available for teaching and non-teaching staff at the institutional level. The Hind Sevak Mandal's Employees' Cooperative Credit Society is an 'A' Graded financial body with solid reputation. It has a long history spanning over more than five decades. This Cooperative Credit Society comprises of the permanent, full-time teaching and non-teaching staff of Pemraj Sarda College as its members. In addition, it has as its members, the staff of the other

educational units run by the Hind Seva Mandal. Subsequently, the financial condition of the Society is quite sound. No wonder, the retired employees of Pemraj Sarda College also retain their membership. This Society provides Short Term, Medium Term as well as Long Term loans to the employees. In addition, emergency loans and educational loans are also offered to the members. After approval, the employees are benefitted from the General Provident Fund. They can opt for Public Provident Fund on their own. Most importantly, emergency medical help is provided to every employee, on review of the situation.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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

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

00

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

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

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

00

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

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

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

05

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

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

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 IQAC evaluates every teacher's Annual Performance Indicator (API) form at the end of academic year. This form has been designed by the University in tune to the UGC Regulations and Amendments implemented from time to time. At this juncture, the teacher is required to present supporting documents as proof to the curricular/co-curricular/extra-curricular contribution extended by him/her. Wherever necessary, s/he is instructed to make certain changes in the method of teaching by applying relevant ICT for effective transmission of knowledge and information.

The performance of the non-teaching staff is monitored by the Principal, in assistance with the Vice Principal and Registrar. Every year, a Confidential Report of each non-teaching employee is generated. It includes objective evaluation of his/her performance throughout the year.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://sardacollege.org/wp-content/uploads/2022/02/Academic_Year_2020_21.pdf |
| Upload any additional information | No File Uploaded |

6.4 - Financial Management and Resource Mobilization

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

The following Audits were conducted:

Internal Audit:

The Board of Directors on the Management Body of Hind Seva Mandal have appointed M/s. A. S. Gurjar & Co. as Internal Auditor. They are responsible to carry out the regular audit of Pemraj Sarda College. The 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 the suggestions given by the auditor. The Books of Accounts and Vouchers and other statements are examined yearly. The same practice was followed in the financial year 2020-21.

External Audit:

The External Audit is periodically conducted as per the suitability 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. Due to extraordinary circumstances in the wake of Covid 19 pandemic situation, most of the schemes could not be implemented. As such, their audit was not done.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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

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

00

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

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

The strategies are decided by the CDC and IQAC.

The College follows the regulations of SPPU with respect to the tuition fees.

The Research Committee is supposed to explore funding schemes of various agencies. NSS, NCC, and SDO apply for funds through various schemes of the University.

The IQAC takes initiatives to establish linkages and collaborations for resource mobilization through consultancy, training and projects.

Examination Department maintains the Statement of Accounts of examination fee collected and expenditures. Separate accounts for funded course and non-grant courses are maintained by the college.

The departmental requirements are forwarded to the Principal through the Heads of Departments.

The salary of staff appointed for non-grant courses is disbursed through the funds generated from such courses.

Purchase Committee takes requirements from all the departments to ensure transparency, quality and cost effectiveness.

The College has an established policy to carry out the day to day repair and maintenance.

The library is upgraded on recommendations made by the Library Committee. Addition of text and reference books takes place as per change in curriculum.

Standard protocols followed for the purchase of Chemicals, Glassware, Consumables and Equipment.

All the departments and committees submit budgets for their activities.

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

6.5 - Internal Quality Assurance System

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

1. IPR Workshop

The IQAC discussed the need to arrange workshop on Intellectual Property Rights (IPR) as it was not conducted in the institution earlier. Accordingly, the Department of English organised an online State Level Workshop on IPR on 23 December, 2021.

The Workshop was intended to shed light on the basics of IPR and deliberate upon allied issues. It was also aimed at educating the aspiring researchers and innovators with practical knowledge of IPR with respect to the crux of copyright and copyright infringement. Moreover, it focused on the UGC Regulations, 2016 to curb Plagiarism and follow Publication Ethics.

2. English Communication Training Programme

In an IQAC meeting, the Principal proposed to expand the scope of English Communication Training Programme to accommodate the alumni and faculty members of the institution. This proposal was accepted unanimously. The one month Programme was organised free of cost, in collaboration with 'Globo Vision Institute of English, Aurangabad'. It was planned to enhance the learners' communication skills. The course guided them to overcome their errors in grammar and pronunciation; support them to improve their presentation skills; build up their confidence in interpersonal communication and to empower them to compete in the global job market.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://sardacollege.org/wp-content/uploads/2022/01/English-Communication-Training-Program-1.pdf |
| Upload any additional information | View File |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and

recorded the incremental improvement in various activities

1. **Online Teaching:** Due to the unpredictable circumstances arising during the Corona pandemic, it was quite difficult to conduct offline classes with consistency. The students found it difficult to attend the college regularly. The hostel, canteen and mess were kept closed. To cope with this problem, the IQAC decided to conduct online classes according to specific timetable. Teachers were suggested to use student-friendly platforms to interact with the students. Separate WhatsApp groups were created on the basis of Course/Class/Medium. The links of the lectures were shared daily via those groups. Most of the teachers used PPTs.
2. **Online Evaluation:** To comply with the SOP laid down by the State/ Central Government and the University, the IQAC resolved to carry out the students' internal evaluation on online mode. In tune with the External (University) mode of evaluation, Multiple Choice Question (MCQ) Pattern was finalised. Accordingly, the Exam Department framed the stream wise separate timetables. Students were informed well in advance about the nature of evaluation. Heads of the Departments were advised to ask their faculty members to prepare MCQ Banks. Their marks were forwarded to the University. The presentations of the Post Graduate students were also arranged online.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://sardacollege.org/institutional-repository-ir/ |
| Upload any additional information | View File |

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

C. Any 2 of the above

| File Description | Documents |
|--|---|
| Paste web link of Annual reports of Institution | http://sardacollege.org/college-annual-report-2020-21-2/ |
| Upload e-copies of the accreditations and certifications | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

A country that does not value gender sensitization will never be safe. If we have to make our society safer for women, it's time to demand gender sensitization. Our Institute shows gender equity in decision making, in case of college committee or student committees, class coordinator ship. Various events like annual function, seminar management gives equal opportunity for ladies and gents staff.

1. Security cameras are installed for safety and security of everyone in and around the campus. 20 cameras are installed in campus.
2. Inclusive representation of lady staff in all important Committees. The Steering Committees, Facilitation Committees and other core Committees of the institute include women in decision making positions who lead various activities of the institute.
3. Institute organize various programs regarding gender inequality and sexual harassment
4. celebration of womens Day

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | http://sardacollege.org/wp-content/uploads/2022/05/Gender-Plan-20-21.pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | http://sardacollege.org/infrastructure-facilities/ |

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

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

Solid Waste Management:

Pedal-pushed dustbins are provided to all departments. The support staff has been assigned the duty of picking up the garbage and categorize it carefully. Especially during the pandemic situation, all possible efforts were taken to keep the college campus clean and hygienic. campus was sanitized at frequent intervals. Excessive use of plastic items was discouraged. 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. As a gesture to reuse paper, one sided blank papers are used to print notices, record attendance or obtain feedback for various purpose.

Liquid Waste Management:

Liquid waste generated from various labs in diluted form is circulated in the college garden which is chemical free. The liquid waste of the Chemistry lab is disposed off according to the standard procedures so that it does not come in contact with outer environment. E-Waste Management: it is attentive that E waste is generated in minimal amount. Unused CPU and other electronic devices are used by the students of Electronics to study internal circuits for hands on training. Sustainability/ Energy Preservation Initiatives:

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | View File |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

C. Any 2 of the above

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | No File Uploaded |

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

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

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

1. Sadbhavana Cycle Rally from Ahmednagar (Maharashtra) to Naokhali (Bangladesh):

Our institution actively participated in Sadbhavana Cycle Rally. Taking this conscience call, Pemraj Sarda College, 57 Maharashtra Battalion NCC Ahmednagar and 'Snehalaya' (an NGO) jointly organized a Sadbhavana Cycle Rally from Ahmednagar (Maharashtra) to Naokhali (Bangladesh), which is organized to inculcate spirit of secularism and wider outlook among the participants and to introduce the students to the multifarious diversity of India.

2. Free Haemoglobin Check-up Campaign for Women on the Occasion of International Women's Day, 8 th March 2021:

Our institution, along with Jankalyan Blood Bank, Nalegaon Ahmednagar organized Free Haemoglobin Check-up Campaign for women on the occasion of International Womens Day, 8 th March 2021. This programme had a nobleintention to make the women aware of their Haemoglobin deficiency, if any, and orient them on their health issues. This campaign received a considerable response.

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

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

The orientation programme at the start of the first semester orients students about the constitutional obligations: values, rights, duties and responsibilities of citizens. All students are required to sign Undertakings when they join the institute.

Constitution day: Constitution Day is celebrated on 26th November every year. The programme initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens.

Celebration of National Festivals: our Institute every year celebrates Republic Day, Maharashtra Day and Independence day on January 26, May 01 and August 15 respectively. The celebration is attended by Students, Teaching and Non-teaching Staff, Invitees, guests and any attendees. Flag hosting with National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the programme. NCC parade is main attraction on these days.

Blood Donation camp: Every year institute organizes blood donation camp in association with local blood bank. NSS and NCC take laid to success this program. The students are sensitized on the importance of the activity and are encouraged to participate in saving the life of citizens of India.

| File Description | Documents |
|--|-----------|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | Nil |
| Any other relevant information | Nil |

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

D. Any 1 of the above

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

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

Every year college organizes national festivals and celebrate birth/death anniversaries of the great Indian Personalities.

National Festivals

- Republic Day.
- Independence Day.
- Maharashtra Din

Birth and Death anniversaries of the great Indian personalities:

Sr.No

commemorativeDay

Birth and Death/ Martyrdom Anniversary

1

Mahatma Gandhi

2 October - 30 January

2

Lal Bahadur Shastri

2 October - 11 January

3

Babasaheb Ambedkar

14 April - 6 December

4

Savitribai Phule

3 January - 10 March

5

Mahatma Jyotirao Phule

11 April - 28 November

6

Swami Vivekananda

12 January

7

Sardar Vallbhbhai Patel

31 October

8

Chatrapati Shivaji Maharaj

19 February

9

Marathi Bhasha Din

27 February

10

Hindi Bhasha Din

14 September

11

Constitutional Day

26 November

12

Mathematics Day (Birth Anniversary of Mathematician Srinivasa Ramanujan)

22 December

13

World Environment Day

5 June

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

7.2 - Best Practices

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

Sadbhavana Cycle Rally 2021

Objectives:

1. To introduce the students to the multifarious diversity of India;
2. To inculcate spirit of secularism and wider outlook among the participants;

Context:

The growing hatred and malice in the society calls for serious consideration and immediate reparation.

Practice:

The Rally started on 2 nd October 2021 from Ahmednagar.

Evidence of Success:

Students realized potential within them and the rally gave an opportunity to unearth their latent talent.

Problems Encountered and Resource Required:

Obtaining bicycles for the students was a challenge. Meanwhile the situation in Naokhali grew tense.

2) Making Plantation and Preservation of Trees a Mass Movement

-

Objectives:

1. To contribute to the making of Green Planet.
2. To imbibe upon the students the dignity in labour.

Context:

The Student Development Office, NCC, NSS and Department of Botany run this activity.

Practice:

The students are educated and encouraged to take up the activity. They are also trained to make vermicomposting.

Evidence of Success:

In the last few years, the students have developed the taste for this activity.

Problems Encountered and Resources Required:

The scheme encountered the basic problem of surveillance. Lack of sufficient supply of water was another major hurdle.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | http://sardacollege.org/wp-content/uploads/2021/09/Best-Practices-1.pdf |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

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

Core values are the fundamental principles of an organization. These guiding principles dictate behavior and can help people understand the difference between right and wrong. Core values help organizations to determine if they are on the right path and fulfilling their goals by creating an unwavering mode and method of guidance.

The institution consistently strives for the all-round development of students. Institution gauges "development" in terms of enlightenment of students in all areas of life. Illumination of students through curricular and extra-curricular activities is the motto of the institution. These activities help nourishing talents of the students. One such activity is the National Cadet Corps (NCC). Personality development is the mandate of NCC. college unit has strength of 84 cadets in the NCC. 57 Maharashtra Battalion NCC Ahmednagar and 'Snehalaya' jointly organized a Sadbhavana Cycle Rally from Ahmednagar (Maharashtra) to Naokhali (Bangladesh). NCC cadets do voluntarily work in the Botanical Garden of the college throughout year. They took initiative in developing and maintaining the garden near NCC office. They very enthusiastically planted trees and flowers. Cadets divided duties among themselves for watering the garden. Once a month, all cadets do necessary maintenance of the garden.

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

7.3.2 - Plan of action for the next academic year

- TO GET THE COLLEGE ACCREDITED FROM NAAC:

As one of the oldest educational establishments in Ahmednagar, Pemraj Sarada College has tremendous scope for qualitative and quantitative growth. Our institution has been previously accredited by the NAAC with 'A' Grade. The next year, we are planning to get the college accredited in the Third Cycle.

- TO GET PERMISSION FOR COURSES IN ENVIRONMENTAL AWARENESS AND GLOBAL WARMING:

The Honourable Minister of Higher & Technical Education, Mr. Uday Samant recently visited our institution. On this occasion, he appealed our Management to initiate Certificate/ Diploma Courses dealing with Environmental Awareness and Global Warming. In positive response to his earnest appeal, the college management has resolved to frame these Courses.

- TO STRENGTHEN COACHING FOR COMPETITIVE EXAMINATIONS:

A considerable number of our students are preparing for various competitive examinations. To facilitate their efforts, the college proposes to take this coaching to the next level in order to get desired outcomes.

- TO CARRY ON PROMOTING ENVIRONMENT FRIENDLY ACTIVITIES ON THE CAMPUS:

The college is committed to promote many more green practices such as rainwater harvesting, setting up unconventional energy sources, plantation and preservation of trees, minimum use of plastic, LED fixtures, etc. on the campus.