SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

OZAR VIKAS SANSTHAS VISHWASATTYA ARTS AND COMMERCE COLLEGE

TAMBAT LANE, OJHAR MIG, TALUKA - NIPHAD, DISTRICT - NASHIK
422206
https://www.ozarvikassanstha.org/ozar_ba_college/

SSR SUBMITTED DATE: 12-12-2023

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

December 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Ozar Vikas Sanstha's Vishwasattya Arts & Commerce College, we thrilled to introduce our institution to you. Our college is dedicated to providing a comprehensive education that equips students with the skills and knowledge they need to become effective educators. We have a team of experienced faculty members who are passionate about teaching and committed to providing students with a first-class education.

Our Arts & Commerce College is equipped with adequate facilities, including a well-stocked library, computer and sports facilities. We also have a placement cell that helps students secure internships and job opportunities. Our college is committed to providing a supportive and inclusive environment that fosters a love of learning. We are proud of our students' achievements and look forward to welcoming you to our community.

Vision

To create an ideal centre of learning where universal knowledge, novel concepts, innovative life skills and sensible humane values take shape in response to personal and societal needs and aspiration.

Mission

To Contribute to the sustainable and inclusive development of the nation by imparting appropriate, holistic and value-based education to the students aimed at transforming them into the truthful, competent and responsible human resource to herald a modern, knowledge-based and equitable social order.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Qualified, experienced and committed teaching staff.
2. Effective use of information and communication technologies in the teaching and learning process.
3. Student-centered work with tutoring, teacher-mediated guidance and effective academic monitoring.
4. Safe and secure environment for female students.

Institutional Weakness

1. Less Industry – Institute interaction.
2. Less Teaching Staff.
3. Involvement of Alumni at Institute level is less.
4. Less student pursuing higher education.
5. Institute lacks in revenue generation.
6. Moderate Placement ratio.

Institutional Opportunity

1. Scope for interdisciplinary and sponsored projects.
2. Scope for improvement of digital literacy.
3. To arrange more number of FDPs /STTPS/ Conferences etc.
4. To arrange specialized Training programs by the faculty.

Institutional Challenge

1. Strengthen Industry-Institute Interaction.
2. Students with varied socio-economic background.
3. Networking and strengthening relationship with stakeholders.
4. Encouraging students for competitive examinations and higher studies.
5. More focus on Industrial training for faculty and students.
6. More placements in core companies.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college considers the effective implementation of the program to be the most important aspect of the program. The college follows a program set by the university through its study boards. Our faculty have served on the Study Committee and its subcommittees and have been instrumental in the development of the program.

The college adopts the curriculum overview providedby the university and operationalizes the curriculum within the overall framework provided, in its way depending on its resource potential, goals, vision, mission and concern, and so on. The college has ensured academic flexibility. The teachers of the college have actively participated in the syllabi restructuring workshops organized by the University. Cross-cutting issues such as gender-sensitization, environment, and sustainability, human values, professional ethics are included in the present curricula.

Teaching-learning and Evaluation

The College organizes various student activities throughout the year. Learning becomes moreexperiential, participatory and socialistic by organizing activities such as group discussions. The college organizes extracurricular activities, extracurricular activities and cultural events that help students in the general development of their personality.

The student's centric methods, such as homeassignments, project work, industrial visits, and internship, ICT, experiential learning and problem solving methodologies, involvement in academic seminars and guest lectures, and group discussions are introduced.The faculty members are recruited as per the UGC, SPPU, and

Government of Maharashtra norms as far as possible. The evaluation process is prescribed by the SPPU and it is followed by the college. The evaluation process includes internal evaluation, projects, internships etc., term-end examination, and semester-end examinations. The college follows the Grievances mechanism norms & procedures related to examinations.

Research, Innovations and Extension

The college has created a research and innovation ecosystem by recruiting and developing the desired human resources, taking the lead in knowledge creation and dissemination, and establishing a state-oftheart infrastructure.

The institution carries out numerous development activities in the surrounding villages and on the college campus. Through the NSS unit, the college conducts various social activities in the rural campus. Every year a special winter camp is organized in which NSS volunteers take part. The camp lasts seven days at the village level. Various social activities take place during these seven days. Activities like Blood Donation Camp, Gram Swachhata Abhiyan, AIDS Awareness, etc. they are of great importance.

NSS volunteers collected grains for those in need as an elective village, as well as for needy families and farmers who had committed suicide in the elective village. They collected a large number of bags of Jwar grains, wheat, bajra and other materials. The same was distributed at a function in the presence of local authorities and taluka officials. The volunteers went door to door trying to sensitize women about the various difficulties. The volunteers also worked on gender equality, water collection and disposal, tree planting and watering and other issues in the village.

Infrastructure and Learning Resources

The college offers bachelor's degree programs such as BA and BCOM. As per UGC norms, the institute has adequate infrastructure and physical facilities such as classrooms, laboratories, library, staff room, seminar room, auditorium, girls' common room, NSS room, first aid room, IQAC cell and examination room.

The college develops the existing infrastructure to meet the needs of growing academic requirements. Currently, the institute is focusing on creating ICT infrastructure to enable an effective teaching-learning process. The library has a sufficient stock of essential books relating to the program as well as additional reference works such as periodicals, periodicals, newspapers, e-books, e-magazines, etc.

Student Support and Progression

College provide skill related courses to enhance student skills. Also provides scholerships for conserved catagories. The committees are constituted for fostering holistic development through the celebration of different days and events.The college encourages the students to participate in various sports and cultural events organized by the University and College. The students are given representation in official bodies like Student Council, IQAC, Sports, Cultural, library, and Ragging Prevention CommitteeThe college has a transparent mechanism for timely redressal of the students' grievances. Not a single case of ragging or harassment of any

kind occurred in the last five years.

Governance, Leadership and Management

The college has seen a dramatic increase in academic initiatives and infrastructure developments in recent years.The Principal, The IQAC, and all faculty members play a vital role in designing and implementingits quality policies in teaching, learning, research, and extension activities. The formal and informal arrangements in the institution to coordinate the academic and administrative planning and implementation reflect the college efforts in achieving its vision.The involvement of the leadership is clear in ensuring the policy statements and action plans for the fulfilment of the stated mission. Teachers work as decision-making bodies of institutions such as College development committee, The Principal forms committees of teachers and supporting staff with members from teaching staff, non-teaching staff and students for overall management of the various operations of the college, such as, admission, academic coordination, conduct of examinations, promotion of research and extension activities, development of infrastructure-facilities, appointment of staff, maintenance of service records, encouraging cultural activities, implementation of healthy practices in the campus and inculcation of the spirit of national integrity and social responsibility.

Institutional Values and Best Practices

Our college has created awareness to the students regarding the green environment in the campus by arranging various awareness programs inside campus. Faculty advises the students not to litter waste and unwanted materials inside the campus. We also provide a dustbin. To bring awareness of proper waste reduction and recycling practices through education and communication efforts.

Best Practice- I

Title :- Entrepreneurship Development

Education System plays a critical Role in the economic advancement of a nation, since it is Primary developer of human resources. Entrepreneurship education and training is about development of professional skills & qualities of student teachers so that they can gain knowledge & understand the way in which the economy works. This evolves approaches to development of creativity, problem solving, decision making, team working and individual skills.

Best Practice-Il

Title :- A blood donation camp was organized under the National Service Scheme.

The blood donation camp program was successfully conducted in collaboration with reputed blood banks.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	OZAR VIKAS SANSTHAS VISHWASATTYA ARTS AND COMMERCE COLLEGE
Address	Tambat Lane, Ojhar Mig, Taluka - Niphad, District - Nashik
City	Ozar
State	Maharashtra
Pin	422206
Website	https://www.ozarvikassanstha.org/ozar_ba_college/

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	Nandakishor Uttam Sonawane	02550-277133	9326011333	-	vishwasattya.babcom@gmail.com
IQAC / CIQA coordinator	Vinod Patil	-	9970951783	-	dr.vinod.v.patil@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Maharashtra	Savitribai Phule Pune University	View Document

Details of UGC recognition

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

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Tambat Lane, Ojhar Mig, Taluka - Niphad, District - Nashik	Rural	0.918834	2060.78

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arts	36	HSC Passout	Marathi	120	57
UG	BCom,Commerce	36	HSC Passout	Marathi	120	20

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				13			
Recruited	0	0	0	0	0	0	0	0	4	2	0	6
Yet to Recruit	0				0				7			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

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

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

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	2	0	5
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		**From the State Where College is Located**	**From Other States of India**	**NRI Students**	**Foreign Students**	**Total**
UG	Male	43	0	0	0	43
	Female	34	0	0	0	34
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	12	23	26	27
	Female	13	13	20	36
	Others	0	0	0	0
ST	Male	2	2	5	13
	Female	7	3	5	10
	Others	0	0	0	0
OBC	Male	16	14	18	25
	Female	9	13	9	11
	Others	0	0	0	0
General	Male	28	32	30	30
	Female	9	11	9	12
	Others	0	0	0	0
Others	Male	5	9	17	10
	Female	3	4	6	13
	Others	0	0	0	0
Total		104	124	145	187

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The aim of the national education policy is to provide citizens with quality education; For this reason, the institution has always strived for a multidisciplinary approach, both in academic and extracurricular teaching. Our university offers various UG courses in the fields of Commerce and Arts. For the effective implementation of the NEP 2020, a committee was set up and a discussion was initiated among teachers on the basic principles of the national education policy. Every year, the university organizes soft skills workshops, seminars and training programs in which students are encouraged to participate to improve their skills. The affiliated university has accepted the CBCS model for its UG programs.

2. Academic bank of credits (ABC):	The affiliating university has already introduced and adopted a choice-based credit system. The ABC ID was created successfully. Our students have started registering for ABC.
3. Skill development:	The college has developed different 30 hours duration value added/additional courses in various areas like English Communication Skills etc. for the overall development of the students. certification courses etc. This certification is provided by our College.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Extracurricular activities carried out. The university runs various cultural programs and organizes events, days and festivals. The art departments celebrate Marathi Day on February 27 every year. The essay competitions are held on these days. Environment Day, is celebrated on June 5th.
5. Focus on Outcome based education (OBE):	The Program Outcomes (PO) and Course Outcome(CO) are displayed on the website and communicated to the students. After results, CO attainments are determined, and the necessary actions are taken to improve it. Students are encouraged to take part in the variety of science fairs and competitions.
6. Distance education/online education:	During the Covid-19 epidemic and after there is need for ICT based facilities in the institute,. To deliver online education, ICT-based facilities have been developed. During the pandemic, the college has successfully delivered all course material online, conducted online lectures and examinations also. Teachers are using online teaching methods including Zoom, Google Meet, and Google Classroom. Digital platforms are also used for organizing Seminars and workshops for the students as well as for feedback collection and the issuance of E-certificates.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, college has constituted an Electoral literacy club. This is functional at college level and also for the other institutes within the same management.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and	Yes. Students' coordinator and coordinating faculty members are appointed as follows: Principal : Shri.

whether the ELCs are functional? Whether the ELCs are representative in character?	Nandakishor Uttam Sonawane Nodal Officer : Smt. Ratnaprabha Kashinath Pagare Teacher: Shri. Sanjay Tanaji Kasav Student : Ahire Payal Chandrakant
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Voter awareness conducted at college. Voter awareness guest lectures conducted for inhouse students. Voter Registration camp for the eligible students in the campus.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Graduate Constituency voter awareness & registration drive conducted in College. Teachers Constituency voter awareness & registration drive conducted in college.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Voter registration drive conducted at Institute for above 18 yrs of age students.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
104	125	146	184	308

File Description	Document
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

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

Response: 17

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
6	5	5	11	11

3 Institution

3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
3.7	2	3.2	3.3	6.7

File Description	Document
Upload Supporting Document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

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

Response:

Ozar Vikas Sansthas Vishwasattya Arts and Commerce College follows the academic calendar of Savitribai Phule Pune University, Pune (SPPU) and provides quality means-based education resource potential. The institution has developed a structured and efficient system of curriculum implementation.

The following mechanism ensures the effective delivery of curriculum:

Educational planning regarding curriculum delivery, pedagogic issues are discussed in meetings called by the principal. The Principal presides over the meetings attended by the Head of Department. There are action plans outlined for optimal and effective implementation of the curriculum. Teaching is implemented according to the action plan.

Academic Calendar is based on the Academic Calendar of the University (SPPU). Requirements are formulated at college level in relation to action plans.

Faculty members prepare a semester-wise teaching plan at the beginning of each term/semester. Each professor has a schedule, workload, annual and semester teaching plans, actual teaching units, and responsibilities to various committees. Academic teaching is monitored by the concerned Head of the Department and the Principal of the College.

The Time-Table Committee prepares the general timetable and heads of the respective departments prepare the departmental timetables. Teachers conduct classes according to schedule.

The effectiveness of the implementation of the programs is regularly monitored by the Head of Department and reviewed by the Principal

Internal examinations are conducted as per academic calendar. In addition, Continuous Internal Evaluation (CIE) is carried out for CBCS batches through random tests etc.

Online learning resources are made available through university website, google classroom, audio clips of subjects, ICT tools etc.

Course is delivered using traditional methods, power point presentation, guest lectures, educational visits etc.

The results of the University are reviewed by the Head of Department and supervised by the Principal.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

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

Response: 6

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

1.2.2

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

Response: 89.97

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

2022-23	2021-22	2020-21	2019-20	2018-19
90	112	120	171	287

File Description	Document
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

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

Response:

Ozar Vikas Sansthas Vishwasattya Arts and Commerce College integrates cross-cutting issues on professional ethics, gender, human values, the environment and sustainability into its curriculum. In fact, the University decides the curriculum and the College has to abide by it. But within these limitations, the College is doing everything in its power to resolve the above issues.

Followings are some of the actions taken:

Gender: The college by gender is a co-educational institute and provides higher education to give equal opportunities to boys and girls and takes a keen interest in gender sensitization programs and motives the aspirants by organizing a variety of programs and activities with objectives of creating awareness in the areas of personality development, health, self-awareness, Independent thinking and gender are achieved through invited talks by successful women social workers, educators, entrepreneurs, and professional experts.

Environment and Sustainability: Tree plantation drives, Swachcha Bharat Mission, Digital India, Cashless Transaction, Ban on Plastic Use have been organized during the assessment period and motivated the students about the issues related to Environment and Sustainability.

Human Rights: Human Rights, Fundamental Rights, Right to Information, Right to Education, Right to Vote, I will Vote, Legal Advices programs were organized during the assessment period.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

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

Response: 76.92

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

Response: 80

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

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

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 30.08

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

2022-23	2021-22	2020-21	2019-20	2018-19
45	64	32	62	158

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

2022-23	2021-22	2020-21	2019-20	2018-19
240	240	240	240	240

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

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

Response: 79.15

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

2022-23	2021-22	2020-21	2019-20	2018-19
30	42	21	46	47

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

2022-23	2021-22	2020-21	2019-20	2018-19
47	47	47	47	47

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

2.2 Student Teacher Ratio

2.2.1

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

Response: 17.33

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

To improve the teaching-learning experiences our teachers adopt different ways of teaching, for example, lecture method, interactive method, project and field work method, computer-assisted method, experiential methods etc. Teaching and learning activities are made effective by these practices.

In the traditional classroom teaching method, students are engaged throughout the course session, but could not achieve student engagement, and the evaluation process is not based on performance. Traditional education focuses on the teacher, not the student. A teaching method that relies on the same traditional practices of instruction, content delivery and formative assessment is not an appropriate assessment for observing student learning experiences. Therefore, our college has applied methods of experiential learning, participatory learning, and problem-solving to enhance student's educational experience.

Some Student centric methods are given below:

Use of ICT enabled tools: Use of ICT helps in teaching and learning. ICT helps teachers to interact with students. It helps in effectiveness of classroom. It is a tool for teaching and learning itself, the medium through which teachers can teach and learners can learn. It appears in many different forms. Information & Communications Technology (ICT) enabled teaching methodologies are being used by some faculty members in class rooms.

Interactive methods: The faculty members make learning interactive with students by motivating student participation in group discussion, subject quiz, news analysis, educational games, discussion and questions and answers on current affairs, etc. Class room discussion in various topics is done under activities organised by teachers.

Project methods: The project work encourage student's interest on the subject and provide student an opportunity of freedom of thoughts and free exchange of different views.

Experiential learning: The college offers the following experiential learning methods to improve the creativeness and thinking level of the students. Feedback collection system, face-to-face teaching, idea generation, brainstorming, Real World Exposure, Project Work, Industrial Visits, Value Added Courses & sessions are conducted regularly in the college.

Student Seminars: The student seminars are organized where in the papers are presented by students on present topics from curriculum to enrich their learning experience.

Black-board presentation: In this method, each student is given a certain question. And student has to solve this problem in the black-board.

Group Learning Method: The Group Learning method is adopted with the use of WhatsApp group. Student share their notes and study material through this method. WhatsApp group are made by a student or by the contact teacher. They share the information to each other.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

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

Response: 58.46

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
13	13	13	13	13

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

2.4.2

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

Response: 13.16

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

2022-23	2021-22	2020-21	2019-20	2018-19
1	1	1	1	1

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awareded by UGC recognized universities	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

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

Response:

The grievances redressal system is fully transparent and effective in our college. At the beginning of each semester, all teachers describe the evaluation process for internal and external evaluations to the students.

The college strictly adheres to the guidelines and rules of the affiliating university when conducting internal and semester-end examinations.

A departmental coordinator/committee is appointed to carry out the internal evaluation test and is responsible for carrying out the internal evaluation.

Internal assessment tests are organized at college level every semester.

The internal assessment test schedules are prepared as per the university and communicated to the students well in advance

To ensure that the test is carried out correctly, a supervisor is used in class and the answer sheet is evaluated by the respective subject teacher.

Full transparency of the internal assessment tests is maintained by following the guidelines of the affiliating university.

The marks obtained by the students in internal assessment tests are uploaded periodically on the university web portal along with their attendance

Marks lists of subjects are published on notice board for students' information.

The end examination for the laboratory and projects shall be conducted with internal and external examiner appointed from the other colleges as decided by the University.

The Institute appoints a Senior Supervisor for smooth conduct of examinations of SPPU. If students are facing any problems, they are solved by the institution Chief Examination Officer appointed by the university. The grievances during the conduction of online/theory examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the university by examination section.

The queries related to results, corrections in mark sheets, other certificates issued by university are handled at SPPU examination section after forwarding such quires through the college examination section. Students are allowed to apply for revaluation, recounting and challenged evaluation by paying necessary processing fee to university if they are not satisfied with the university evaluation through college.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Assessment of CO, PO are core academic activities and very relevant to assess a student's ability to learn. Evaluation of program performance is an ongoing process that supports teaching, learning and evaluation. It is the primary mechanism for monitoring the effectiveness of the evidence-based learning environment that determines whether students have achieved course outcomes and objectives.

Program Outcomes (POs): It represent the knowledge, skills and attitudes the students should have at the end of a course completion of their respective engineering program.

Course Outcomes (COs): It gives the resultant knowledge and skills the student acquires at the end of each course. It defines the cognitive processes a course provides.

Program Outcomes (POs), and Course outcomes (COs) are communicated to the stake holders of the program by the following procedures. POs & COs are kept in prominent locations of the campus for staff, students and public view. POs & COs are displayed in Department office, library etc. POs & COs

are communicated to employers and during the Alumni Meeting. During the class committee meeting and faculty meeting POs & COs are reviewed among the students and staff members.

Vision and Mission of Institute and department are informed to the parents during Parents Teachers Meeting. The course outcomes and their mapping with program outcomes and program specific outcomes are elaborately discussed and derived by the course committee members.

Although Savitribai Phule Pune University has issued COs along with the syllabus, if necessary, the COs are revised, if required, by the faculty members of the syllabus. COs are communicated to the students during the orientation program itself. COs with lesson plans are printed and given to students in the first class. During the course discussion, focus is also placed on course outcomes.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Assessment of CO, PO are core academic activities and very relevant to assess a student's ability to learn. Evaluation of program performance is an ongoing process that supports teaching, learning and evaluation. It is the primary mechanism for monitoring the effectiveness of the evidence-based learning environment that determines whether students have achieved course outcomes and objectives

Course outcomes identify the unique knowledge and skills that can be learned in a particular course. Program outcomes are one-level statements that describe what students should know and be able to do after completing a particular program. They relate to the skills, knowledge and behaviours that students acquire. Program-specific outcomes are what students in a particular program should be able to do while studying in the program. Program results and are achieved through the achievement of course results.

Curriculum includes the description of course outcomes and the assignment of POs and Cos

These department-level committees set goals for the CO and PO prior to the start of the semester, taking into account past performance in the streak and current pass rate

The implementation of the PO includes direct and indirect evaluations. The direct rating was weighted at 70% and the indirect at 30%.

The direct PO score is defined as the cumulative CO score.

The mid-term evaluation includes test in a structured manner, oral examination, paper presentation, home assignment or combination of them as per choice of respective subject teacher.

Institution takes feedback from faculty, students, alumni on achievement of CO, PO of curriculum.

In general, the CO-PO mapping is performed by subject teacher. Departmental Head & members discuss the CO-PO and ensure adherence, implementation and achievement thereof before the start of the course.

CO performance is measured based on the results of the cumulative internal exams and the university-administered end-of-semester exam. It is a form of direct measurement of success.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

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

Response: 46.33

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3	21	50	16	11

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

2022-23	2021-22	2020-21	2019-20	2018-19
18	42	64	43	51

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The college has created an innovation ecosystem and leads initiatives in the region to create and transfer knowledge for students from rural and semi-urban areas.

aims to promote a culture of innovation and entrepreneurship among students by encouraging them to participate in various events and programs for skills acquisition and professional development.

The Incubation Center is a special organization founded by the college; offers the following:

- Raise awareness of entrepreneurship and start new businesses.
- Training programs, seminars and business creation initiatives are organized.
- Host interactive entrepreneurship enrichment sessions led by renowned scientists, researchers, business leaders and entrepreneurs who are icons in their fields. Model

12-12-2023 11:59:15

File Description	Document
Provide Link for Additional information	[View Document](#)

3.2.2

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

Response: 15

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

2022-23	2021-22	2020-21	2019-20	2018-19
5	3	3	2	2

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

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

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

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

3.4 Extension Activities

3.4.1

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

Response:

The institution carries out numerous development activities in the surrounding villages and on the college campus. Through the NSS unit, the college conducts various social activities in the rural campus. Every year a special winter camp is organized in which NSS volunteers take part. The camp lasts seven days at the village level. Various social activities take place during these seven days. Activities like Blood Donation Camp, Gram Swachhata Abhiyan, AIDS Awareness, etc. they are of great importance.

NSS volunteers collected grains for those in need as an elective village, as well as for needy families and farmers who had committed suicide in the elective village. They collected a large number of bags of Jwar grains, wheat, bajra and other materials. The same was distributed at a function in the presence of local

authorities and taluka officials. The volunteers went door to door trying to sensitize women about the various difficulties. The volunteers also worked on gender equality, water collection and disposal, tree planting and watering and other issues in the village.

It should be noted that on the college campus, in the botanical garden on the right, a vermicomposting system with a drip system, water collection unit and automatic dispenser has been installed in the women's toilets. In order to develop and strengthen the social awareness of the students, specialist conferences were organized on the topics of "Voter Awareness", "Women Empowerment" and "Various National and International Issues".

Various conferences were organized with the support of non-governmental organizations. Various events, programs and expert conferences are organized specifically for women empowerment. In conclusion, due to its location in a rural area, the college has great potential to create and strengthen social awareness and holistic behavior of male and female students. These well-educated and internally transformed students work as messengers of various movements in their villages. This is done with the help of various social organizations, government and non-government organizations and the NSS unit. Motivated students always create a good social atmosphere and lead people in society. It is also good that one lamp illuminates the other and there is full brightness.

File Description	Document
Provide Link for Additional information	[View Document](#)

3.4.2

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

Response:

No awards and recognitions received for extension activities from government / government recognised bodies.

File Description	Document
Provide Link for Additional information	[View Document](#)

3.4.3

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

Response: 7

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	2	1	4

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

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 10

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

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

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

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

Response:

The college offers bachelor's degree programs such as BA and BCOM. As per UGC norms, the institute has adequate infrastructure and physical facilities such as classrooms, laboratories, library, staff room, seminar room, auditorium, girls' common room, first aid room, IQAC cell and examination room.

The college develops the existing infrastructure to meet the needs of growing academic requirements. Currently, the institute is focusing on creating ICT infrastructure to enable an effective teaching-learning process. The library has a sufficient stock of essential books relating to the program as well as additional reference works such as periodicals, periodicals, newspapers, e-books, e-magazines, etc.

The seminar room is equipped with modern equipment such as projector, audio-visual system and air conditioning. The seminar room is used for lectures as well as for curricular and extra-curricular activities.

Attention is paid to cleanliness and hygiene in the sanitary facilities. There is an automatic sanitary towel dispenser in the girls' toilets.

Computer laboratories are fully equipped with good equipments. All computers are connected to the local network. There are dedicated classrooms for every batch & course.

Total available internet bandwidth is 200 Mbps for broadband and 50 Mbps for backup. The use of the college building and infrastructure will be optimized to the extent from 07:30 to 18:30. It is made available for conducting courses, among others.

All floors are equipped with video surveillance systems, including the lobby and main entrance.

All areas of the college are well connected via an intercom system. The Maharashtra government has reserved the playground for the college. It is used for sporting activities.

File Description	Document
Provide Link for Additional information	[View Document]()

4.1.2

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

Response: 0.42

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

2022-23	2021-22	2020-21	2019-20	2018-19
0.00160	0.01250	0	0	0.066

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

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

Response:

The college library is the true soul and treasure trove of knowledge. The college library is quite rich and sufficient as it contains textbooks, magazines, e-journals and periodicals. The library currently has a treasure of valuable books on various topics. There is also a separate section for rare books and review books. However, an expansion of the library is necessary.

The library is staffed with qualified staff including a librarian to respond to the needs of students and staff.

Nowadays, the operation of a library must be based on new technologies. There is a partial automation system in the library. Therefore, the college installed, recommended by an affiliated college. Currently, students and staff have few computers, internet connection and WiFi system and use these facilities as often as they need.

In the library, reference books are kept in the library area for comparison. Teachers and students can access and recommend these valuable books as needed. The library contains back issues of scholarly journals, well bound and properly stored, for use by faculty and students conducting research. There are copies of religious books, scriptures and other valuable materials for students and teachers. Some manuscripts and reports on the history of Maharashtra, the struggle for independence etc. They are well preserved in the library. The library maintains a register of important new documents related to college activities. These message files are well maintained and available to staff, students and students who need them.

File Description	Document
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

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

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The college has a good infrastructure. Almost all departments, including the library, computer lab and office, are equipped with computers and Internet access. All network connections are made via board band with good speed. However, some teachers have their own laptops and NET dongles which they use for various academic and research purposes. There are specially provided LCD projectors that can be used for various academic presentations and PPT slides and even novels, plays and documentaries.

The college campus is almost completely covered with CCTV cameras, which is equipped with a digital video recorder (DVR). In the library, around five computers have access to the NET network; one computer with a network connection is specifically intended for female students. The library also offers an electronic newspaper/OPAC service. Some departments have multifunction printers.

Exam paper is also available online. What the IT infrastructure is intended for. The teaching building is equipped with an emergency power system, and the office and library are equipped with inverters. The IQAC, the examination services and the office are also equipped with scanners. Several departments use the WiFi system.

File Description	Document
Provide Link for Additional information	[View Document](#)

4.3.2

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

Response: 10.4

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

Response: 10

File Description	Document
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 5.79

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
0.128	0.17	0.337	0.16	0.30

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

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

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

Response: A. All of the above

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

5.1.3

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during

the last five years

Response: 2.72

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

2022-23	2021-22	2020-21	2019-20	2018-19
1	1	2	1	4

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

2022-23	2021-22	2020-21	2019-20	2018-19
62	87	48	71	63

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

5.2.2

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

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

5.3 Student Participation and Activities

5.3.1

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

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

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 133.2

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
62	78	103	156	267

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1

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

Response:

The alumni association is the link between "current students" and "passed out students". It goes ahead with selfless intent for the growth and development of the institution and the students. The association is an interaction platform between graduates, current students, teachers of the institution and the administration of the institution.

Over the past few years, the association has contributed significantly, to improving the facilities and infrastructure of the College with the active participation.

Contribution of the Alumni Association:

Alumni Association gave support & aids to poor and deserving students, etc.at an appropriate level. The association supports for prospective students' projects and thus promotes student development at the institute.

Various social and outreach activities organized by the Institute such as Swachhata Abhiyan, Tree Planting, Blood Donation Camp, Free Medical and Visual Camp, Covid Vaccination Campaign and many more have been set up to create self-reliance for current students, especially with the support from the Alumni Association. The association also offered career counselling and career development sessions. Outstanding alumni make it easier to create jobs for prospective students.

Alumni associations work in two ways:-

1. as an independent organization,
2. as a college-recognized association.

The alumni association recognized by the college meets atleast once a year or as required. The college Principal convenes the meeting and presents the requirements and needs of the college, collects comments and suggestions from the Alumni for the development of the college. Measures are implemented to strengthen the alumni association in order to actively participate in the development of the college.

File Description	Document
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

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

Response:

Ozar Vikas Sansthas Vishwasattya Arts And Commerce College is governed by planning, policies and executes developmental activities of the college by setting values and participative decision-making process. The vision and mission is reflected through planning, policies and executes through academic, co-curricular and developmental activities in the college.

In Ozar Vikas Sansthas Vishwasattya Arts And Commerce College, various committees and departments are involved in the smooth planning and execution of academic year. This execution is done through decentralization and participative management for smooth management from its inception. It involves local management committee , the Principal, co-ordinator of different committees, Teaching-staff, IQAC committee,CDC committee, non-teaching and supporting staff, student representative (C.R.), stakeholders, alumni and so on. The Principal guides, plans, executes and monitors the procedures regarding administration and academic process.

The college and the management body is sensitive to the latest managerial concepts like strategic planning, teamwork, decision-making, and effective implementation. There are many Administrative and Academic College committees to support the vision and mission of the college.

The perspective plans are implemented by principal which deals with the finance received for the various grants and amount received from other sources from overall development and maintenance of college. The financial requirements are proposed by various committees and the principal and the management committee approves it.

File Description	Document	
Provide Link for Additional information	[View Document]()	

6.2 Strategy Development and Deployment

6.2.1

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

Response:

With regards to the practical experience of the management, the institution policies & functionalities has been scientifically designed with transparency for optimal results. From senior management down, a hierarchical structure is established that clearly outlines duties, responsibilities, accountability and authority at each stage.

It has a governing body that oversees and implements the vision and mission of the institution. It has an effective organizational structure that controls and improves the institution.

The organizational structure of the College is shown below:

As the strategic development plan is envisioned, then After approval of the plan the next step is its implementation. During implementation the progress of strategy shall be measured from time to time. Hence the measurable success indicators are clearly spelt out in the implementation. The Principal along with various committee members and other team member remains the custodian for strategic plan and its deployment. The implementation of strategic plan will be monitored time to time by Principal, IQAC and various other committees through periodic review. The committee heads prepare the detailed progress report and present it in the review meetings. The benchmarking of quality standards and its monitoring, evaluation of attainment will be carried out by the IQAC independently. The IQAC reports the findings to the concerned authorities. With thorough analysis of outcomes and based on IQAC report, the above recommend the corrective actions, need of further processes and deployment of resources. All these ATRs are forwarded for further discussions and implementation by the Trustees.

File Description	Document
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

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

Response:

Response –

Yes, the institution has welfare measures for both teaching and non-teaching staff. The College has effective social resources for teaching and non-teaching staff and for their career opportunities. In addition to intellectual and professional development, it also offers its employees financial and health security. Professional development is guaranteed through regular training courses/workshops/seminars. Faculty are encouraged to advance academically and to help staff update their administrative skills. Management cares about the well-being of its employees and enables them to maximize their potential.

1.Trainings are provided for both Teaching and Non-Teaching staff for various workshops /FDP/Seminars/ Conferences like legal rights, consumer rights, health and fitness etc.

2.Medical check-ups of teaching and non- teaching staff on discounted rate by College management.

3.Yoga camps are organised from time to time. In the month of June International Yoga Day celebrations takes place.

4. Duty leave is provided for attending Workshops, Orientation course, refreshers' course,

Conferences, etc.

5. Research facilities are available for teachers pursuing their Ph.D.

8. Fee Concession is provided for kids & children of the staff studying in any institution of the same trust.

9.Staff can avail vacation leave, Casual leave, Earned leave, Medical leave, and Sick

leave.

10.Ladies teaching and non-teaching staff can avail maternal leave (Unpaid or paid

depending on service condition).

11.Salary-in-advance can be availed by staff in need.

12.Staff is allowed to use college ICT facilities for their research work.

File Description	Document
Provide Link for Additional information	[View Document](#)

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 5.26

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	1	0	0

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3.3

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

Response: 15.79

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

2022-23	2021-22	2020-21	2019-20	2018-19
6	0	0	0	0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

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

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Institute maintains & follows a well-planned process for the mobilization of funds and resource. The process involves various committees of the institute as well as the Department Heads and Accounts office. Institute has designed some specific rules for the fund usage and resource utilization.

· Student Tuition fee is the major source of income for the institute.

· The management provides need-based loans to individual colleges.

· Sponsorships are sought from individuals and corporate for cultural events and fests.

A committee, headed by Principal is constituted to monitor the optimum utilization of funds for various recurring and non-recurring expenses. The purchase committee seeks quotations from vendors for the purchase of equipment, computers, books, etc. The quotations are scrutinized by the finance and purchase committee before a final decision is made based on parameters like pricing, quality, terms of service, etc. The Principal and purchase committee, along with the accounts department ensure that the expenditure lies within the allotted budget. The intervention of the management is sought in case the expenditure exceeds the budget.

Resource Mobilization Policy and Procedure

· Before the financial year begins, Principal and Heads of Departments prepare the college budget.

· The institutional budget includes recurring expenses such as salary, electricity and internet charges,

stationary & other maintenance costs.

· It includes planned expenses such as lab equipment purchases, furniture, and other development Expenses.

· The budget is scrutinized and approved by the top management and Governing Council.

· Accounts department and Purchase department monitor whether expenses are exceeding budget provision.

· Statutory auditors are also appointed who certify the financial statements in every financial year.

· The grants received by the college are also audited by certified auditors.

Unfortunately, still now the Institute has never received any funds from any outside Funding agency, NGO nor any CSR funds.

The management committee assists us in raising ever-increasing money to provide a comfortable and safe campus for the students. The IQAC committee always seeks out innovative ways to raise money and has established organized processes for making the best use of it.

The college has a fairly open auditing process and a dedicated committee for using the funding and resources. There is regular internal Audit of the Accounts in every suitable quarter. Similarly there's an external Chartered Accountant who does the External Audit of financials in every financial year and submits the audit reports to the concerned authorities and govt.

File Description	Document
Provide Link for Additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Internal Quality Assurance (IQAC) has been established in the College as a quality assurance measure. IQAC's primary mission is to develop a system for informed, consistent and catalytic improvement in the institution's overall performance. IQAC will make a significant contribution to the institution. IQAC will direct all of the institution's efforts and resources to promoting academic excellence.

The objectives of the IQAC are:

- To ensure continuous improvement in all activities of the department.
- Offer our quality and integrity to education stakeholders – parents, teachers, staff, employers, funders, the general public.
- Develop a quality system for intentional, consistent and planned efforts to improve academic and administrative performance of the institution.
- Promoting actions to steer the functioning of institutions towards quality improvement and the institutionalization of good practice. Benefits IQAC will contribute to:

By directing its efforts on encouraging holistic academic achievement, the IQAC is continuously trying to promote the quality culture in all areas of college life. The IQAC keeps an eye on how the college's vision and mission are being carried out. Every year, IQAC develops a prospective development strategy for the college and implements it according to a strategic plan. It has been attempting to institutionalize a range of quality assurance techniques, including gender equality, expanding extension efforts, digitizing academic and administrative facilities, and others. Since then, IQAC has played a significant role in promoting several quality-improvement initiatives for the college. IQAC has been successful in creating and implementing various co-curricular, extracurricular, and curricular programs.

File Description	Document
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

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

Response: C. Any 2 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Institution uses mostly LED tube light throughout campus.

In the future, the college is planning to formulate a systematic energy policy of energy conservation methods and has considered to work seriously on it. This is our long-term goal to educate students and employees on environmental concerns and sustainability so as to turn our college into a carbonnegative institute.

Our sole goal is to include environmental concerns in planning and decision making. Solar is one of the easy ways to cut down electricity costs at institutions. In our area, we receive around 330 days of sunshine a year. Compared to the rest of the other areas, we are in the driver's seat to utilise a large portion of the sun's energy and promote the use of alternate sources of energy for meeting our power requirements.

File Description	Document
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

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

Response: B. 3 of the above

File Description	Document
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

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

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

Response: B. Any 3 of the above

File Description	Document
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Certificates of the awards received from recognized agency (if any).	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

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

Response:

Our college has created awareness to the students regarding the green environment in the campus by arranging various awareness programs inside campus. Faculty advises the students not to litter waste and unwanted materials inside the campus. We also provide a dustbin. To bring awareness of proper waste reduction and recycling practices through education and communication efforts. To create awareness for using reusable components for manual use and making the environment plastic free. Plastic bottles, cans and plastics bags are banned in the campus. College has tied up with "OZAR NAGAR PARISHAD" for collecting and managing its solid and liquid waste.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

Best Practice- I

1) Title of Practice :- Entrepreneurship Development

2) Objectives :-

I. To make education a tool to empower teachers.

II. To build self-awareness among the xlovice teachers about the professional opportunities.

III. To provide a dynamic platform to the xlovice teacher to explore the professional strengths in the field of

IV. Education.

V. To promote the professional competencies of the novice teachers.

3) Context :-

Education System plays a critical Role in the economic advancement of a nation, since it is Primary developer of human resources. Entrepreneurship education and training is about development of professional skills & qualities of student teachers so that they can gain knowledge & understand the way in which the economy works. This evolves approaches to development of creativity, problem solving, decision making, team working and individual skills.

4) Practice :- |

Vishwasattya Arts & Commerce College adopts a well-organized pattern of entrepreneurship development for all students by planning various activities for this, its orientation & activity session make student's ability for entrepreneurship development. Students make some products which are useful for students & they earn money from them.

Best Practice-Il

Title :- A blood donation camp was organized under the National Service Scheme.

Objectives :-

1] Convincing students about the importance and necessity of blood donation.

2] Students in good health, faculty, and non-teaching staff voluntarily participated and donated blood.

3] To make students aware of social responsibility and human values through blood donation camp.

Activities :-

The blood donation camp program was successfully conducted in collaboration with reputed blood banks.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

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

Response:

The college has certified three year full time graduate programme designed to equip students with management & interpersonal skills to meet the challenges of today's corporate world.

The program equips students with strong conceptual skills to manage businesses in an integrated manner. The emphasis is on developing a holistic manager with a vision to take on the challenges of the future in a socially sensitive manner.

Quality Policy

We are committed to impart quality education and Management to fulfill the needs of students overall development, entrepreneurial skills, along with expectation of students their guardian and society at large. This is achieved through total involvement of trained, qualified and experienced staff and continuously interaction method complying with the quality system and continuously improving the

process and overall system.

Objective of Program

The main objective of college is to develop future managers, who would meet, the dynamic needs of the industry in a competitive and challenging environment. The program aims at giving proficient insights into different functional areas of management and develop required core competencies in appreciating the issues relating to day to day management.

The broad objectives of the Program are:

- To equip the students with requisite knowledge, skills and right attitude necessary to provide effective leadership in a global environment.
- Harness entrepreneurial approach and skillsets.
- Enhance the ability of students to understand the importance of an organizational perspective of different functional areas through the course.
- Facilitate students to focus and specialize in their area/domain of professional interest through elective courses.

Programme Outcomes

- Apply knowledge of management theories and practices to solve business problems.
- Foster Analytical and critical thinking abilities for data-based decision making.
- Ability to develop Value based Leadership ability.
- Ability to understand, analyze and communicate global, economic, legal, and ethical aspects of business.
- Ability to lead themselves and others in the achievement of organizational goals, contributing effectively to a team environment.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

- According to the vision of the institution, the management is committed to the cause of empowerment of weaker sections of students and many initiatives are taken in this regard.
- The college is part of the All India Survey for Higher Education (AISHE).
- The institution conducts a wide range of value-added courses, add-on programmes.
- Training and Placement Cell collaborates with industry and conducts Student Skill Development programmes.

Concluding Remarks :

The inspiration to do more and the aspiration to achieve more governs the way of life at our College on all fronts - academics, co-curricular, extracurricular activities, sports and cultural. The college is committed to constantly reinventing itself on every aspect of the teaching-learning process.

While focusing on development and up gradation in every sphere the college steadfastly holds on to its core values – service to society, preservation of the meaningful cultural practices and a strong sense of ethics in functioning.