



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SHREEMATI NATHIBAI DAMODAR THACKERSEY ARTS AND COMMERCE COLLEGE FOR WOMEN, PUNE-
Name of the head of the Institution	Dr. Anand G. Jumle
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02025431153
Mobile no.	7588320308
Registered Email	collegepune@sndt.ac.in
Alternate Email	iqac@sndtarts.ac.in
Address	SNDT ARTS AND COMMERCE COLLEGE FOR WOMEN, KARVE ROAD, PUNE
City/Town	Pune
State/UT	Maharashtra

Pincode	411038																								
2. Institutional Status																									
Affiliated / Constituent	Constituent																								
Type of Institution	Women																								
Location	Urban																								
Financial Status	state																								
Name of the IQAC co-ordinator/Director	Dr. Madhavi Kulkarni																								
Phone no/Alternate Phone no.	02025445751																								
Mobile no.	9422525299																								
Registered Email	madhaviskulkarni@gmail.com																								
Alternate Email	mkulkarni@collegepune.sndt.ac.in																								
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)	http://sndtarts.ac.in/AQARFiles/AQAR%202017-18.pdf																								
4. Whether Academic Calendar prepared during the year	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	http://sndtarts.ac.in/NAAC/AcademicCalendar/Academic_Calendar%202018-2019.pdf																								
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B+</td> <td>75</td> <td>2004</td> <td>16-Feb-2004</td> <td>15-Feb-2009</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.76</td> <td>2015</td> <td>14-Sep-2015</td> <td>13-Sep-2020</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B+	75	2004	16-Feb-2004	15-Feb-2009	2	B	2.76	2015	14-Sep-2015	13-Sep-2020
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B+	75	2004	16-Feb-2004	15-Feb-2009																				
2	B	2.76	2015	14-Sep-2015	13-Sep-2020																				
6. Date of Establishment of IQAC	28-Jun-2005																								
7. Internal Quality Assurance System																									

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop on Google Classroom	12-Jun-2018 3	16
Workshops Eco-Friendly Paper Bags and Pink Pouch making	27-Jun-2018 30	322
Seminar on IPR and Industry-Academia Collaboration	23-Aug-2018 2	40
Online Alumni Registration process	05-Jul-2018 365	33

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Feedback of Stakeholders

Mentoring System

Google Classrooms

Teaching Plans and CIEs

POs, PSOs, and COs

[View File](#)

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

Plan of Action	Achivements/Outcomes
To enhance use of ICT in education	Virtual classrooms through Google for CIEs and assessment
Value Added GST Workshop of 20 Hrs. by ICAI	Seventy students secured certification and placement offers from ICAI
Online feedbacks from stakeholders	Perspective Plan 2019-23
Students' satisfaction survey	Performance appraisal and confidential reports of teachers
Systematic mentoring	Number of mentee per teacher increased and academic performance of students improved
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC and CDC	23-Sep-2019

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

08-Jan-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

The College has Management Information System based on the web portals of SNDT University, Government of Maharashtra, and the UGC. The College submits

statutory reports to these authorities in the stipulated time span. The following are various reports which the College submits every year.

1. AISHE MIS system: AISHE application is a web application used to conduct survey on Higher Education all over India. The AISHE application permits the users at different levels to prepare authentic reports about student enrollment and profile.
2. Government of Maharashtra's State Management Information System of Higher Educational Institution: the Director of Higher Education, on behalf of Department of Higher and Technical Education, Govt. of Maharashtra collects higher educational statistics through webbased Management Information System. The College is covered under this system. Every year, the data are submitted on different parameters such as teachers, student enrollment, programmes, examination results, education finance, infrastructure etc. This webbased MIS uses computer technology to provide information to the College as effective decision making support.
3. SNT Women's University ESuvidha Portal: The College uses this portal for admission and examination of the students. The College generates various reports for decision making through this portal. It is used to generate Admission and enrollment report, StudentID cards, examination Admit Cards, StudentRoll calls, StudentRegister, Transfer Certificates, Statistical report, Annual report, Fees collection report etc.
6. UniSuit Accounting System: The College uses centralized intranetbased UniSuit Accounting System. The financial reports and budgets are prepared through this system.
7. BioMetric Attendance System: The College has centralized Biometric attendance system to record the attendance of every teaching and nonteaching staff member.
8. Feedback system: The College collects systematic feedback from all the stakeholders through Google forms every year. The feedback collected from students are analyzed and used while preparing confidential reports of the staff members.
9. The College makes use of MAHADBT portal for uploading information about scholarships and

freeships offered to the students. The information about students availing scholarships and free_ships with details like status of application, amount transferred to the student, portion of college_fees refunded are available on this portal.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

SNDT Arts and Commerce College for Women, Pune is a constituent college of SNDT Women's University, Mumbai. The college adheres to the University prescribed curriculum. Following steps are taken by the college to ensure effective curriculum delivery- especially through well planned documented process :

1. Each year IQAC of the college prepares annual academic calender aligning to the SNDT Womens University calender prior to the commencement of academic year. The dates of the important activities to be carried are mentioned specifically on the calender to ensure smooth teaching-learning and continuous evaluation processes. It is displayed on the college website.
2. Syllabi of each course with program specific outcomes and course outcomes for the academic session are provided to the students through college website and Google classroom of the respective courses.
3. Theory and Practical classes are held according to the time-table which is prepared prior to the commencement of the academic year by the Examination committee and is displayed on students' and teachers' notice boards and meticulously followed to get effective curriculum delivery.
4. Conventional classroom teaching is blended with reasonable use of ICT through Google classroom to make teaching learning process more learner centric.
5. To cater to the needs of students who are unable to attend all classes, study material is provided to the students through Google classrooms.
6. Classroom teaching is supplemented with seminars, workshops, special lectures, group discussions, tutorials, quizzes, paper presentations by students, projects, group assignments, educational tours, field trips, industrial visits for effective delivery of curriculum. These activities are well planned by the teachers and Records of these activities are maintained by the departments of college.
7. Verious Internal examinations like class test, mid term tests etc. are conducted to check the acquired knowledge of students and their attainment of the course objective. All exams are conducted according to academic calendar. Tutorials are held regularly to monitor the progress of students.
8. Remedial classes are conducted for low achievers to improve their performance. Advance learners are encouraged to participate in verious curricular and extra curricular activities and competitions. Record of regular attendance and progress of students are maintained by the respective departments.
9. The college encourages faculty members to attend orientation or refresher courses, fuculty development programmes, workshops, seminars and conferences. They are encouraged to present research papers in seminars and conferences for acquiring necessary skills for effective delivery of curriculum. At the end of the year compliance is taken from the faculty.
10. Feedback is sought from the students, parents, faculty members and employers regarding syllabi and teaching methods at the end of the each year.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of	Duration	Focus on employ	Skill
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Introduction

ability/entrepreneurship

Development

No Data Entered/Not Applicable !!!**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Geography (English Medium)	06/08/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Statistics and Advertising	02/07/2018
BVA	Languages	02/07/2018
BA	Languages	02/07/2018
BA	Social Sciences	02/07/2018

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Value Added Certificate Course Women Related Laws	08/02/2019	144
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Accountancy and Finance	66
BCom	Statistics	65
BA	Economics	23
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	No
Parents	Yes

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

Feedback Obtained

The College has systematically obtained feedback from parents, teachers, students and prospective employers through online surveys conducted during July 2018 to February 2019. The responses to the surveys were used for finding out strengths and improvement areas as well as for preparing Prospective Plan 2019 to 2023. The feedback form of students on inputs regarding syllabus, teaching methods, weightage to theory and practical, development of employability skills, etc. The feedback from parents focuses on inputs regarding admission process, learning atmosphere, inculcation of values and overall personality development of their wards. Employers feedback seeks especially to find out whether courses are in tune with changing trends of the market. Feedback forms are sent to students and parents through Google classrooms. Prospective employers are sent feedback forms through emails. Students, parents and employers fill up the forms in the stipulated time period as per their convenience. The IQAC analyses the feedback and the findings are shared especially with the teachers. Findings of the feedback are also conveyed to the SNDT W University. In addition to the feedback given through the Google classrooms, parents also give their important and valuable suggestions in the parent_teacher meetings held by various departments of the College. Suggestions given by the parents are taken in to account and improvements are taken up where ever necessary e.g. as per the suggestion by parents, the gist of study material is uploaded on google classroom so that the students who are unable to attend all classes (due to medical reason/participation in various cultural events such as Yuva Mahotsav/employment reason) do not miss important subject matter. Teachers attend content analysis workshops held by SNDT Womens University. They participate in the discussions regarding likely improvements in the syllabus. The inputs which teachers get through such workshops and discussions are very valuable in their day to day teaching. The outcome of feedback analysis has resulted in to many College development initiatives. Use of ICT is enhanced through introduction of smart boards in the College. Addition has been made to number of LCD projectors in the College. Various value added and add on courses are introduced in the College to improve employability skill of the students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Financial Accounting and Auditing	816	571	571
BCA	N. A.	192	82	82
BVA	N. A.	252	57	57
BCom	Accountancy & Finance	432	96	96
BA	English	123	31	31
BA	Hindi	123	46	46
BA	Marathi	123	68	68
BA	Economics	123	90	90

BA	Geography	123	78	78
BA	Psychology	123	141	141
BA	Music	123	48	48
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1308	0	37	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
37	20	10	40	0	15

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

Mentoring system S.N.D.T. Arts and Commerce College has a heterogeneous group of students coming from different socioeconomic backgrounds as well as from different regions of the state. They also differ in their academic achievements having different understanding levels for different subjects. As many students in the college are first generation learners, they need academic counselling as well as personal counselling to solve various college related and personal problems. Considering the student teacher ratio in the classrooms, it is not possible to give personal attention to each and every academically weak student. Mentoring system plays very important role in dealing with these issues. Mentoring system in the College has following goals: • To develop at least minimum required skills to cope with demands of course among the mentees • To give special attention and assistance to the mentees to deal with their problems

The Practice: As the number of students in B.A. and B. Com. classes is very high, it is not possible to give personal attention to the needs and difficulties of the students. Mentoring system helps to overcome this problem. To run this system each teacher selects fifteen mentees on the basis of the students' previous year's performance. Generally those students who have failed in the subject during previous semester or those who have secured low marks are selected for mentoring. Some students other than those selected for mentoring also approach the mentor for their special problems. In the beginning of mentoring session, the mentor asks each mentee to fill up two forms regarding 'study habits' and 'being responsible'. Their responses help the mentor to understand the needs and problem areas of the mentee students. On the basis of this information, mentors formulate action plan for mentoring sessions. She/ he frames needbased activities to address academic and college related problems, doubts and personal difficulties of the mentees. The mentor and mentee meet at least twice a week for an hour to discuss, clarify and share various problems. The mentor assists the mentees to improve their academic performance by clarifying doubts, reexplaining and revising critical topics. Question banks are provided and previous years question papers are discussed with them. Problem solving sessions for subjects such as Accountancy, Statistics are held. To meet special requirements of the mentees, Examination anxiety workshop is organised. Thus, through need based personal counselling along with additional teaching, good rapport can be maintained between the mentor and mentee. This system helps to lessen number of failures in all the departments. Improvement in confidence level of the mentees and enhanced job satisfaction for the mentor are the added advantages of this system. From the next academic year, the first generation learners studying in the first year will be selected for the mentoring. They will be assigned to various full time teachers teaching them. The assigned mentees for each mentor will remain with her/him for the next three years. The mentoring system will be evolved in the form of group, personal or peer mentoring as per the requirement.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1308	37	1:35

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
26	20	6	0	12

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Anand Jumle	Principal	Pune Shikshak Gaurav Puraskar by Maharashtra Cosmopolitan Society. Pune.
2018	Mrs. Vasanti Joshi	Associate Professor	Citizen of Pune by Pune Municipal Corporation
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	002	VI	04/04/2019	13/05/2019
BA	001	VI	04/04/2019	20/05/2019
BCA	059	VI	29/03/2019	02/05/2019
BVA	077	VIII	23/04/2019	16/05/2019
BCom	129	VI	30/03/2019	26/04/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Every year IQAC of the college prepares academic calendar before commencement of Academic Year. It specifies probable period of semesters and internal examinations. Continuous internal evaluation plays very important role in the evaluation process at SNTD University. It is the rule of the university that the students must secure minimum nine marks in the internal assessments to be eligible to appear in the external examination conducted by the University. In our college, performance of a regular student is evaluated internally on a continuous basis by each subject teacher. The nature of internal evaluation is communicated to the students in the first week of each semester. Objectives of internal assessment: 1. To enable teachers to evaluate the performance of their

students according to the course objectives. 2. To prepare the students for external examinations. 3. To make the continuous evaluation an integral part of the teaching and learning process. 4. To evaluate the progress of students throughout the semester. Process of Continuous Internal Evaluation Two written tests of 15 marks are conducted as per the schedule during each term. These tests include long answer questions, short notes, sums and MCQs. Besides gaining theoretical knowledge of the subject, the students are expected to acquire certain necessary traits like sincerity, punctuality, teamwork and creativity during the completion of her course work. We conduct one test of 10 marks during each term which can include assessment of the students on the basis of her participation in projects, seminars, group discussions, power point presentations, exhibitions, oral tests, etc. Outcome: CIE helps the students to develop effective study habits. Remedial measures are taken to improve students' performance in the examinations.

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

The continuous internal examinations are conducted in line with the POs, PSOs and Cos. The institute conducts internal examinations according to the academic policy of the College. The main objective of internal evaluation is step by step preparation for University semester examinations. • At the beginning of each academic year, the university provides guidelines regarding: 1. Commencement date of the semester 2. End date of the semester 3 Semester end examination dates 4 Holidays • The College provides internal examination schedules: 1. Online examination dates 2. Written internal tests 3. Schedule of Projects/Seminars/Group Discussion etc. These guidelines are communicated to various committees as input, in planning academic calendar, which includes tentative schedule of curricular, cocurricular and extracurricular activities, etc. The institute finalizes the academic calendar in consultation with the senior faculty members as well as the IQAC of the College. 1. Every course teacher follows the academic calendar and classroom teaching and evaluation accordingly. 2. The internal assessment policy as well as schedule is made readily available to the students in Students' Handbook 3. The course teacher displays their course concurrent evaluation system and schedule of internal examination through Google classroom and classroom notice boards 4. Course teacher sets the question papers based on university pattern along with model answer and submit it to the examination committee for First Year Examinations. 5. Faculty members are given a time frame of around 15 days for assessment of examination and communication of results. The Examination rules and academic code of conduct are strictly followed while conducting examinations.

2.6 – Student Performance and Learning Outcomes

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

<http://sndtarts.ac.in/Courses/BCom.aspx#>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
001	BA		103	89	86.4
002	BCom		130	77	59.23
059	BCA		24	8	33.33

077	BVA		6	5	83.33
AF	BCom	Accounts and Finance	33	24	72.72
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2.7 – Student Satisfaction Survey

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

<http://sndtarts.ac.in/home/Feedback/14%20Students'%20Satisfactory%20Survey-%202018-19.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	2	NGO:Business Ethics Foundation and Hallmark Infrastructures Ltd.	0.1	0.1
Industry sponsored Projects	12	CBRTI	0.25	0.25
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Two Day Workshop on IPR and IndustryAcademia Interaction	Research cell and Placement Cell	23/08/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International

No Data Entered/Not Applicable !!!

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Commerce	3	5
National	Commerce	3	0
International	Hindi	1	0
International	English	1	0
National	Geography	1	0

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Hindi	2
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	6	19	5
Presented papers	6	2	0	0
Resource persons	3	0	2	1
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
EcoFriendly Paper Bag Workshops	Geography Department	18	322
Pink Pouch making Workshop	NGO	25	57
Tree Plantation	NSS	20	200
Road Safety Drive	NSS	3	15
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
MahaSwachataAbh iyan, Swachata pkhwada	SNDT Arts and Commarce College,Pune	SwachataAbhiyan , at SNDT College	26	208
Enrichment programmme for Gender Issue	SNDT Arts and Commarce College,Pune	Lecture series on women empowrment	3	86
Gender releted short course	SNDT Arts and Commarce College,Pune	Short course on women releted Laws	3	146
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Research Paper Competition	55	College Funding	2
Student and Faculty Exchange	55	College Funding	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/	Duration From	Duration To	Participant
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		industry /research lab with contact details			
Academic	Internship	Tapas Coca@t apasca.com	01/08/2019	04/09/2019	01
Academic	Internship	Santosh Ghare Asso. santoshnghar e@gmail.com	02/09/2019	01/10/2019	01
Academic	Internship	DBT Asso.adm in@dbtasso.c om	18/09/2019	01/10/2019	01
Academic	Internship	P.N. Oswal c amponycapnos wal@rediffma il.com	18/09/2019	04/10/2019	01
Academic	Internship	V.S. Sane Co .ca.ameysane @gmail.com	16/08/2019	17/09/2019	01
Academic	Internship	G.B. Rathi c ogbrathiandc o@gmail.com	02/08/2019	03/09/2019	01
Academic	Internship	Bhate Asgekar anir udha.asgekar @bacaindia.c om	21/06/2019	30/07/2019	01
Academic	Internship	Chaitanya Kalayankar k alyankar.cha itanya@gmial .com	06/09/2019	08/10/2019	01
Academic	Internship	Alok Joshi c oakshada.jos halok@gmail. com	18/09/2019	10/10/2019	01
Academic	Internship	C.V. Kale As socacvkale@r ediffmail.co m	21/06/2019	31/07/2019	01
Academic	Internship	Dnyaneshwar Phadtare cor eintegration .btc@gmail.c om	08/08/2019	05/09/2019	01
Academic	Internship	Parash sarod epareshsarda office@gmail .com	04/07/2019	09/08/2019	01
Academic	Internship	Manoj Munot asso.asdoshi	05/07/2019	09/08/2019	01

		ca@gmail.com			
Academic	Internship	Umesh Koli A sso.caumeshk oli@gmail.com	18/06/2019	19/07/2019	01
Academic	Internship	Altar Novelty Asso .staff.baca@ outlook.com	09/07/2019	07/08/2019	01
Academic	Internship	Bg Gaykwad C o.cakrmoffic e@gmail.com	07/08/2019	06/09/2019	01
Academic	Ainternship	Balaji Art s taff.baca@ou tlook.com	13/06/2019	03/07/2019	01
Academic	Internship	R,R, Doshias doshica@gmai l.com	01/09/2019	01/10/2019	01
Academic	Internship	Kishor Toshn iwalcapnoswa l@rediffmail .com	01/09/2019	03/10/2019	01
Project	Research	Business Ethics C/O S.G Bapat 9881468504	15/08/2018	19/09/2019	01
project	Psy. testing	DSHMedical College Dr. Joshi9822054 058	03/12/2018	10/01/2019	10
Extra Curricular Activities	NCC Training	2 Mah.Girls Bn.	15/06/2018	28/02/2019	30
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
770000	425947

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
------------	-------------------------

Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SLIM	Fully	3.5.033040	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
CD & Video	1057	0	0	0	1057	0
Library Automation	1	0	0	0	1	0
Weeding (hard & soft)	0	0	1048	73760	1048	73760
Others (specify)	916	0	432	0	1348	0
Text Books	14632	0	97	34580	14729	34580
Reference Books	89883	0	764	481255	90647	481255
e-Books	0	0	12	0	12	0
Journals	0	0	110	0	110	0
e-Journals	12	1580783	0	0	12	1580783
Digital Database	0	0	42	4987180	42	4987180

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Madhura Joshi	BA II Economics DC VI, BA II Economics DC VIII, BA III Economic DC XI, DC XIV, B.com III Eco. V and VI	Google Classroom	12/06/2018
Dr. Smita Deshpande	Financial Accounting Auditing I, II, V, VI, Auditing and Advanced Auditing	Google Classroom	12/06/2018

Dr. Mrinalini Ghatage	CC English BA II LL, CC English BA III LL, Critical Theories BA III	Google Classroom	12/06/2018
Dr. Prajakta Bhadgaonkar	D.C. I General Psychology, DC X Statistics DC VII Personality Theories, APC III Educational Psychology	Google Classroom	12/06/2018
Mr. Ashok Kokate	Financial Accounting I II English and Marathi Medium, Commerce III IV, Elements of Accountancy, Financial Accounting BAF	Google Classroom	12/06/2018
Dr. Rohini Bhoite	International Economics BA III, Public Finance B.com III, Indian Economy BA II,	Google Classroom	12/06/2018
Dr. Madhavi Kulkarni	Business Communication, Statistics BAF I, Industrial Statistics S.Y.B.Com., Commerce T.Y.B.Com.	Google Classroom	12/06/2018
Smt. Vasanti Joshi	Financial Accounting and Auditing III, Direct Tax and GST	Google Classroom	12/06/2018
Dr. Manasi Rajhans	Organisational Behavior, Health Psy.	Google Classroom	12/06/2018
Shri. Ravindra Hande	DC VI Geography of Maharashtra, APC I Introduction to Tourism Geo., DC IX Agricultural Geo., DC X Indias Neighboring Countries	Google Classroom	12/06/2018
Smt. Meherarti Bade	CC English B.com I, II III (Marathi and English Medium)	Google Classroom	12/06/2018
Mr. Pravin Gaikwad	Introduction to Climate, Remote Sensing and GIS, Business Environment Marathi	Google Classroom	12/06/2018

	and English Medium		
Dr. Anjali Kadam	FY BA DC II IV, SYBA DC V AC III, TYBA DC IX Theory of Employment, TYBA APC Cooperation, B.COM II Aspect of Macro Economics	Google Classroom	12/06/2018

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	75	2	9	2	2	17	3	200	
Added			1			1		200	
Total	75	2	10	2	2	18	3	400	0

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

1.5 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Department Of Communication Media For Children, Pune	https://www.sndt.ac.in/index.php/cmc

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
505000	437923	324000	245230

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

The laboratories of the departments (BVA, Music, BCA, Psychology, and Geography) were well maintained, new equipments were added. Dead stock registers were updated during the academic year. Bharatratna Maharshi Karve Library, Pune Branch effectively utilized and maintained library by adding new books, renewed subscriptions of the journals, renewed books electronically, Audio Video facilities were made available. There was display of new books, articles. Reading and Promotional activities were organized through Granthotsav, Book Talks. Professional help at reference desks was given. Institutional Membership was made available for the students from other universities, NGOs, corporate sector, senior citizens also. Process of Digitization is in progress. Sports Equipments were taken care of by the Sports Teacher and, new equipments were added as per the requirements. Computers were maintained, repaired as per the requirement. 3LCD Projectors were installed. 3 Collar mikes were bought. Smart Board was installed. Optimum Utilization of

classrooms, computer labs and seminar hall was done by allocating timetable for each department before commencement of semester. During holidays the classrooms were made available for the ICSI examinations, government examinations, Board examinations, election purposes, Campus Placement Drive. Repairing and Maintenance of UPS and Batteries, Drinking water coolers with water filters, Computer labs, Printers and Photocopying machines, Biometry, Websites, Unisuit was done through Annual Maintenance Contracts (AMC) with respective suppliers. The electric cables and supply wires were replaced during the year as per need. It is ensured that students handle the material in the laboratories with care. The material and equipments in the College are not allowed to be taken out without proper authorisations and sanctions.

<http://sndtarts.ac.in/About/Policies/Procedures%20and%20policies%20for%20maintaining%20and%20utilizing%20physical.%20academic%20and%20support%20facilities.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Donations to Deserving and Needy Students	65	43917
Financial Support from Other Sources			
a) National	State and Central Government Schemes	70	284288
b) International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft Skill Development	02/07/2018	245	Internal Members
Remedial Coaching	27/02/2019	167	Internal Faculty
Bridge Course	16/07/2018	32	Internal Faculty
Yoga and Meditation	21/06/2018	190	Department of Sports and SNDTWU and NCC Platoon, 2 Mah Girls Battalion
Personal Counselling	20/06/2018	15	Faculty from the Department of Psychology
Mentoring	10/09/2018	1308	Internal Faculty
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for	Number of benefited students by	Number of students who have passed in	Number of students placed

		competitive examination	career counseling activities	the comp. exam	
2018	'Rachanakar' Mr. Nakul Deshpande- Job Opportunities in Art Field	0	25	0	0
2018	Dr. Sheetal More, Head PGSR, SNTD- Career Guidance in the field of Art	0	23	0	0
2018	Dr. Vikram Kulkarni- Career guidance in Art Field	0	25	0	0
2018	Alumni Chitra Natu - Training and employability using Wikipedia Marathi	0	45	0	0
2018	Centre for Competitive Examination and Career Counselling	24	0	0	0
2018	FUEL-Know yourself for placement	0	80	0	0
2018	ICICI-Placement Opportunities in Financial management	0	80	0	0
2018	WePunekar-Employability and placement	0	55	0	0
2018	SUBTLE-Employability and Placement	0	60	0	0
2018	CMC Dept SNTD for PG Programme- Career Counselling for CMC	0	41	0	0

2018	Saumi Das, Counsellor, Gandhi Fellowship- Gandhi Fellowship for Masters Degree Programme	0	9	0	0
2018	Dr. Vaishamp ayan, MBA, SNDT- Introduction to MBA	0	91	0	0
2018	Dr Rashmi Hasamnis, PGSR- Career in Financial market	0	81	0	0
2018	Mr. Subhash Ranshur, PGSR, SNDT- Career in Financial Market	0	46	0	0
2018	Dept of Life Long Learning, SNDT-Ability Development	0	100	0	0
2018	Dept of Life Long Learning, SNDT	0	46	0	0
2018	Registration drive under Skill India	0	1177	0	0
2018	OTHERS as per details in the file	0	545	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations	Number of students	Number of students placed	Name of organizations	Number of students	Number of students placed

visited	participated		visited	participated	
ICICI Prudentials, ICICI Securities, Rojgar Mela	226	3	TATA Strive	28	18
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	46	B A	Social sciences, Languages	PGSR, SNDT, DY Patil, SPU, Ferguson	MA, MSW, Diploma in clinical Psychology
2018	22	B Com	Commerce	SNDT, SPU, Symbiosis, BMCC	M.Com, MBA, ACCA
2018	11	BAF	Commerce	ACCA, BMCC, SPU	CFA, MBA, BFA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Annual Social	College Level	110
Sports Day	College Level	80
Physical Fitness	College Level	55
NCC Platoon yearly training	Inter Collegiate	50
State Level Sketching Competition	State Level	40
Celebration of Days	College Level	1371
Pre yuva Literary Events	College Level	76
Pre yuva Dance	College Level	31
Pre yuva Music	College Level	20
Pre yuva Fine Art	College Level	30
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Silver, Inter University Kabaddi	National	1	0	604994826820	Pratiksha Nivangune and Deepti Dighe
2018	Gold, 37th Senior National Taekwondo	National	0	0	669040974463	Sonal Kanade
2018	Bronze, Interuniversity Taekwondo Competition	National	0	0	669040974463	Sonal Khadke

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

The concept of Students' Council was introduced to engage students in learning and practicing of democracy and leadership. It gives opportunity to students to develop personality, leadership skills, team building, communication and skill of event management through experiential learning. It provides the platform to share students' ideas, interests and concerns particularly about them and about educational system in general. Role of the Students' Council: 1. To provide the official platform for representing all the students from the institution 2. To nominate students' representatives for one academic year 3. To build up two way dialogue between College Administration and Students on the issues regarding their concerns 4. To promote and encourage the involvement of students in organising institutional activities 5. To identify, understand and help to solve issues of students concern. Responsibilities of Students' Council: 1. To promote healthy atmosphere in the institution 2. To involve students in administration, organisation and implementation of various activities in the institute 3. To organise curricular, co curricular and extracurricular activities 4. To organise activities to encourage participation of students 5. To propose activities to inculcate core values 6. To design the activities for developing responsible citizens 7. To promote the activities to satisfy vision and mission of the institution Constitution of Students' Council: 1. Principal of the institution is the President who guides the members for policy decisions and chairs the meetings. 2. Vice Principal of the institution acts as the Vice President who gives inputs for implementation and supervises the functioning 3. IQAC Coordinator gives extra inputs for quality enhancement 4. Coordinator nominated by the Principal from teaching faculty calls the meeting, prepare the agenda and report, prepares the schedule of activities and takes care of implementation. 5. Assistant Coordinator is nominated by the Principal to assist the Coordinator. 6. NCC Representative plans and executes NCC activities and NSS Representatives plan and execute NSS activities. Sports Representative plan and execute sports activities, International Yoga Day, Yoga sessions, activities at common Gym, etc. 7. Student Representatives from 24 Classes are the member representatives. Meritorious students who are engaged in fulltime studies are nominated following Government Resolutions from time to time. Class representatives put forth requirements of classes, discuss problems and issues, suggest for overall improvement and give suggestions. 8. For three extra curricular activities namely NCC, NSS and Sports, student showing outstanding performance in respective activity is nominated by the Principal. Meetings of

Students' Council: Generally four meetings are held by the council in a year.

Plan of activities 1. Teachers' Day celebration on 5th September 2. Yuva Mahotsav at College Level in July 3. Regional Yuva Mahotsav in August 4. Grand Finale Yuva Mahotsav at University 5. Annual social gathering are the major activities of Students Council. Participation of students in different bodies Students get represented on committees such as Student council, IQAC, ICC, Research Committee, Cultural Committee and Sports Committee. Students get hands on experience of well planned organisation and smooth implementation of College activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

SNDT Arts and Commerce College has registered its Alumni Association on 28/10/2014 under Charitable Trust vide registration number F45554/Pune. The Executive Committee of Alumni Association comprises of the President, the Treasurer, the Secretary, and two elected members. This Committee will work for five years. The president, the Treasurer and any one member out of these five will act as signatories. With the consent of the President, the Secretary will carry out administrative duties. All last year students of the College get automatically registered with the Alumni Association of the SNDT Women's University by paying Alumni Registration Fee. The students fill Alumni Registration Form of the College after getting their degrees. Smt. Meena Thombre, Smt. Vasudha Bhoi, Smt. Komal Mali and Smt. Rasika Raut are the four alumni of the College who are selected as Member of Senate of SNDT Women's University for the period of two years. This is the proud moment for the College. In this year, as per the guidelines, the Executive Committee of Alumni Association was elected for next five years. President Anuradha Thombre and Secretary Mrudula Deswandikar will lead the team of organisers. For smooth functioning three meetings of the Alumni Association in one Academic Year are scheduled for carrying out three predefined activities. First, in the month of July (for Registration Drive and celebration of Foundation Day on 5th July), second in December (for organisation of Exhibition cum Sale of articles before Annual Social Gathering in the last week of December) and third in April (for Celebration on the occasion of Maharshee Karve Jayanti on 18th April). On departmental level alumni contribute themselves as resource persons for different programmes. In this year eight alumni are the members of Teaching staff of the College. Till last year, students used to fill printed Alumni Registration form. The last year students of 201819 filled the on line registration form. The College does not collect any registration fee from alumni apart from the registration fees paid to the SNDTWU.

5.4.2 – No. of enrolled Alumni:

33

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Three meetings of Alumni Association were held during the year. Alumni Association organised three predetermined programmes namely: 1. Celebration of Foundation Day on 5 July 2018 with musical performances 2. Annual Exhibition cum Sale in December 2018 3. Celebration of Maharshee Karve Jayanti on 18th April 2019 with AudioVisual Presentation of achievements of eminent alumni and musical programme by them Our Alumni Priyanka Mhetre runs Competitive Examination Centre for training students. This year Alumni Shweta Sathe

organised social activity of Nailfree Trees on 12 April 2018 . All departments invite their alumni for recognizing their success and for sharing their experiences with students.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The College follows the Committee form of Governance and has decentralised decision making mechanism. The meetings of various Statutory and NonStatutory Committees are convened regularly as per the pre_decided schedules. The recommendations of the Committees are implemented. These committees are not only recommendatory bodies but also are decision making entities. This Committee form of organisational structure pools the opinions of the members, improves their cooperation, motivates them, and increases their commitment by giving them proper representation.

Practice 1: Simplification of admission process by Admission Committee Every candidate seeking admission in the College has to fill_in online admission form on the E_Suvidha portal of SNDT Women’s University. The candidates have to make the payment of fees online through debit or credit cards. As majority of the students admitted in the College are first generation learners, they and their parents find difficulties relating to use of technology and, also do not have easy access to internet and computers. The other reason for candidates requiring special assistance and guidance from the College is that, for Arts faculty, students are expected to select their specialisation courses at the entry level. Therefore, the Committee decided to provide special academic counselling and assistance to the students, prior to and at the time of taking admission. The following are decisions taken by the Committee that have facilitated hasslefree admission of the students:

1. Academic counselling sessions to the candidates and their parents one week before the students get their HSC mark sheets.
2. The Computer laboratory with facility of printers and scanners be made available to every candidate.
3. Admission Process, checklist of documents required for admission, process of online payment of fees, link to admission form be displayed on different notice boards in the premises.
4. For ease of access the QR codes to these documents be displayed at different places in the administrative office and computer laboratory.

Practice 2: Students’ Led Activity of Cleanliness and Plastic free Classrooms was initiated from Tuesday 31st July, 2018. The nature of this practice was decided as: The activity would be conducted at the end of third lecture (9.10 to 10.00) every Tuesday and Friday. The teacher in the class for that lecture would ask Class Representative or any student to monitor the activity for that day. The CR or selected student would ask five to six students to check the bags for plastic material if found any, the volunteer would ask the student concerned to dispose it in the containers kept for plastic and would report the same to CR. The CR would fill up the forms by putting the names of the volunteers and also of the students carrying plastic bags. The students would be appealed not to bring any plastic material in the College. Then, all the students would pick up the waste nearby their benches and would dump it in containers kept in the corridor marked as Wet and Dry dust bins. This practice inculcated sense of belonging among the students.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
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<p>Research and Development</p>	<p>The Research Cell of the College initiated Research Article Competition on the theme of Environment protection and sustainability, for the advance learners in the College. Each teacher selected two or three students for writing the research article. Total 12 teams from the college participated in this activity. Four teams of student_researchers from the College were deputed for participation in Avishkar Competition at University level and, two teams amongst them got selected to participate at InterUniversity Avishkar Competition. A TwoDay StudentLed Conference of the students was organised in the month of January 2019.</p>
<p>Teaching and Learning</p>	<p>Use of ICT in Teaching Learning through Google classrooms. The College decided to make use of Google classroom as LMS for communication and assessment purposes. Every permanent teaching staff members was imparted the orientation for using virtual classroom. These classrooms were used for sharing study material, library resources and for posting assignments of CIE.</p>
<p>Examination and Evaluation</p>	<p>Policy of Internal Tests and Assessment was discussed with the teachers. The College decided to prepare a formal document of internal assessment system to be communicated to the students at the beginning of every academic year in order to make the internal evaluation very transparent and unambiguous. The College also standardised a formal system of Continuous Internal Evaluation.</p>
<p>Industry Interaction / Collaboration</p>	<p>The College facilitated Internship programme for every TY BAF student twice in the year and also organised on Campus Placement Drives and Interviews with a view to assisting students reach prospective employers. The guest lectures of industry experts were organised by Associations of different departments in the College. Industrial visits of the students were also arranged.</p>
<p>Admission of Students</p>	<p>The College introduced system of online payment of fees. Admission System and Policy were jotted down before beginning of online admission process for ensuring smooth flow admission</p>

	process.
Library, ICT and Physical Infrastructure / Instrumentation	Library Orientation was organised for all the students of the first year. Infrastructure requirement survey was conducted in the month of October 2018. Smart Board and LCDs were installed in big classrooms with seating capacity of 100 students. The library resources were shared with the students through emails.
Human Resource Management	The College adopted E_Sevarth Pranali for salary payment. Digitalisation of Service Books of employees done in the month of January 2019.
Curriculum Development	The teaching faculty members of the College participate in the revision of syllabi as members of the Boards of studies. The teachers also participated in content analysis question bank development workshops for the revised syllabi.

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

E-governance area	Details
Student Admission and Support	SNDT Digital University portal is used for for the admissions of students. The students can access their academic account through E_Suvidha smart phone application. The students have to make payment of fees on_line.
Examination	Students have to submit examination forms online and have to make payment of examination fees online. The internal marks of students are to be uploaded on the MKCL Portal. Examination question papers are received by the College online. The Google classrooms are used for the Continuous Internal Evaluation of the students.
Planning and Development	The College uses UniSuit software for budget preparation, scrutiny and revision.
Administration	The College has Biometric attendance system for all the employees. The College has digitalised the service books of the employees. The College makes use of E_Sevarth Pranali for Salary payment.
Finance and Accounts	UniSuit intranet software is used for Accounting and finance.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee

of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Mr. Kokate	New Trends in Com, Eco, Banking Cooperation -International conference89 Feb 2019	Poona College	2000
2019	Dr. Madhavi Kulkarni	New NAAC Rules Seminar	SNDT W University	1600
2019	Dr. madhura Joshi	New NAAC Rules Seminar	SNDT W University	1600
2019	Mrs. Vasanti Joshi	New NAAC Rules Seminar	SNDT W University	1600
2019	Principal	Membership Fees	MCCIA	2000
2019	Dr. Jumle	National Conference and Workshop	CEDA and D Y Patil Arts and Commerce College	13200
2018	Mr Kokate and Mudrale	One day workshop on 'Content Analysis Q bank 'BCom Revised s yllabus(17.7.20 18) ContentAnal ysis5.12.2018	B M Ruia College, Mumbai	1929
2018	Mr. Pravin Gaikwad	Registration fees	Jamia Islamia Univ ,N Delhi 3 to 5 October 2018	4100
2018	Mrs. Bhakti Prabhudesai	Membership Fees	Lokshitya	2000
2018	Dr. Kadam	Content Analysis Workshops 24.8.18 and 30.11.18	M D Shah college	2719

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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2019	CBCS for UG Courses	CBCS Implementation	02/03/2019	02/03/2019	25	10
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
PMMM Workshop on learning objectives and types of questions through m_learning mode.	14	19/10/2018	03/11/2018	7
Workshop on EContents Development organized by BT College of Education	7	18/08/2018	19/08/2018	2
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Every permanent staff member contributes to the PF schemes of the Government. Every staff member can avail himself or herself of the travel to hometown facility once in four years. All the staff members can avail themselves of the medical reimbursement facility for themselves and their dependents as per the Government Rules. The staff members of the College can be the members of the Cooperative Credit Society of the S.N.D.T. Women's University. They can avail themselves of	Every permanent non_teaching staff member contributes to the PF schemes of the Government. Every non_teaching staff member is eligible to get the festival advance. Every staff member can avail himself or herself of the travel to hometown facility once in four years. All the staff members can avail themselves of the medical reimbursement facility for themselves and their dependents as per the Government Rules. The staff members of the College can be the	The student of the College can avail themselves of the travel concessions for daily commuting to the College as well as for travelling to their hometown. Every student of the College is covered under the death, accident and hospitalisation insurance. The College has Student Welfare Fund for paying the fees of deserving and needy students.

the facility of getting loan from the society. Almost all permanent teachers and nonteaching staff members are the members of the Cooperative Credit Society. The health checkup camp was organised for all staff members.

members of the Cooperative Credit Society of the S.N.D.T. Women's University. They can avail themselves of the facility of getting loan from the society. The uniforms are provided to the permanent Class IV employees every two years. They are also given the washing allowance. The children of the disabled or demised employees on duty get employment on the compassionate ground. The administrative staff members of the College get festival advance every year. Four nonteaching staff members of the College are provided accommodation in the staff quarters in the Campus. The health checkup is organised for all staff members regularly.

6.4 – Financial Management and Resource Mobilization

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

The College is a constituent college of SNDT W University. The internal audit as well as external financial audit of the college is conducted by the auditors of the SNDT W University Mumbai. The University has appointed both the Internal External financial auditors. Ms. Ray and Ray are Internal Auditors and Ms. Sharp and Tanan are the statutory external Auditors. The Internal Auditors conduct the internal audit with the help of a standard check list given in the beginning of every financial year. The statutory auditors are in the process of completing the audit of financial accounts.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

17835500

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	No		Yes	Local Expert Committee
Administrative	No		Yes	Local Expert Committee

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

The College has a registered Parent_Teacher Association. Every year minimum two meetings of the parents are convened by the College. Every Department in the College invites parents of the students in the induction programme for the first year students. A representative of the Parent_Teacher Association is deputed in the Internal Quality Assurance Cell of the College from amongst the parents of the first year students. The parent so nominated, continue to represent PTA in IQAC for the tenure of three years during which his / her ward is enrolled as a student in the College. Support from the Parent_Teacher Association is rendered by parents in the formal meetings in the form of suggestions for improving the functioning of the College. The parents also register their suggestions regarding the syllabi and teaching_learning by filling in the feedback forms online.

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

1. Workshops by Examination Department of SNDT W. University, Mumbai
2. Orientations for implementation UniSuit Accounting and Finance System

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

1. Well defined Committee form of organisation: The College follows the Committee form of Governance and has decentralised decision making mechanism. The meetings of various Statutory and NonStatutory Committees are convened regularly as per the pre_decided schedules. The recommendations of the Committees are implemented. Periodic review of the implemented recommendations is done in the meetings of the Committees for making additions and modifications in the policies and procedures previously recommended. All the permanent full time / part time teachers are nominated as the members of these Committees for a fixed tenure of, not less than 2 years and not more than 5 years as to give them due exposure to the area of governance allotted to their respective Committees. These committees are not only recommendatory bodies but also are decision making entities. These committees are constituted for free exchange of ideas among members for getting suggestions and recommendations useful for the improving the operational efficiency of the College for generating new ideas for solving existing problems in the College and, for formulating organizational policies. The Committee form of organisational structure pools the opinions of the members, improves their cooperation, motivates them, and increases their commitment by giving them proper representation. This form of organisational structure disperses the decision making authority.

2. Mentoring system: The College implements formal mentoring system by assigning 15 mentees to every teacher_mentor in the beginning of the academic year. The mentors in the first mentoring session collect information from the mentees by administering two forms seeking their difficulties in studies and time management. Every teacher_mentee conducts mentoring sessions every week. The mentees find the mentoring sessions useful in solving their academic difficulties.

Theme_based massive Extension Programmes: The College has started using theme_based massive extension programme for involving majority of students from all the faculties in the Extension programmes of the College. In 2018_19, the College organised programmes on the theme of plastic_free Campus and for spreading awareness about plastic Ban by conducting Paper Bag Making Workshops in different Schools and Colleges. The College also conducted Red_Dough Pink Pouch Making Workshops for girls_students of different schools and colleges.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Workshop on Google Classroom	30/04/2018	12/06/2018	15/06/2018	20
2018	Orientation on SWAYAM OnLine Courses Commerce and Economics Departments	30/04/2018	06/08/2018	06/08/2018	60
2018	Value added course on Digital Art: BVA	30/04/2018	24/07/2018	31/07/2018	18
2018	Brainstorming Session on QLMs	31/08/2018	18/10/2018	18/10/2018	24
2019	Workshop on CBCS	01/11/2018	02/03/2019	02/03/2019	110

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
1. Lecture Series on Women's Issues	27/09/2018	01/10/2018	50	0
2. Value Added Course on 'Law Relating to Right of Women'	08/02/2019	18/02/2019	144	0

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

Percentage of power requirement of the University met by the renewable energy sources

The college replaces the conventional lights with LED lights in the office premises and classes from last 04 years to reduce total use of electricity. The students are disciplined to shut down the electric equipment when they vacate the rooms so as save energy. The institution also insists on the use of

electric equipment which consumes very less electric energy. Even though the college is eager to undertake rain water harvesting, it is impossible for the college as our building is heritage building. To create environmental consciousness the college has implemented a student led project "Plastic free clean campus project". The students used to check the bags in class rooms and noted down the names of the student carrying plastics material legally banned and hazardous to environment with them. This practice created awareness among the students and helped to make the campus plastic free.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	5
Scribes for examination	Yes	5
Braille Software/facilities	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							

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

Title	Date of publication	Follow up(max 100 words)
The Hand Book of code of conduct	06/08/2018	The college publishes the Handbook of code of conduct containing the Vision and Mission of the University and the College on the website as well as is circulated among the students through Google class rooms. The students along with their parents are well informed about the values and disciplinary code of conduct in induction programmes of the college. The class representatives of each class and all the subject teachers monitor the behavior of the students and if any student is found not following the discipline are given warning to follow the rules. The hand book also includes the behavioral

expectations from the Principal, teachers and office staff.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Geography Day	18/01/2019	18/01/2019	39
World Mental Health Day	11/10/2018	11/10/2018	35
Foundation Day Musical Programme	05/07/2018	05/07/2018	120
National Youth Day Musical Programme	07/08/2018	07/08/2018	135
Thakarsy Day Musical Programme	13/08/2018	13/08/2018	167
Swachha Bharat Summer Internship	01/05/2018	31/08/2018	39
Yoga Day	21/06/2018	21/06/2018	104
Swachha Bharat Abhiyan	08/08/2018	11/08/2018	160
Surgical Strike Day	29/09/2018	29/09/2018	73
Indian Constitution Day	26/10/2018	26/10/2018	25
National Unity Day	31/10/2018	31/10/2018	33
National Integration Camp	15/12/2018	21/12/2018	2
Blood Donation Camp	12/01/2019	12/01/2019	20
Skit on Ola Kachara Suka kachara	29/09/2018	29/09/2018	450
Ek Bharat Swachha Bharat	23/12/2018	04/01/2019	1
Swachha Bharat Abhiyan at Sanjeevani Hospital and PMT Garden	20/06/2018	20/06/2018	200
Anti Drug Rally	24/06/2018	24/06/2018	400
Teachers Day	05/09/2018	05/09/2018	160
Maharshi Karve Jayanti	18/04/2019	18/04/2019	65

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

1.Tree plantation drive 2.Student lead cleanliness and plastic free campus drive 3.Paper bag drive 4.Pink pouch drive 5.Swachchta Abhiyan

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 Feedback Mechanism: The tool for Quality Improvement
Objectives: The feedback is used for: • Keeping the campus clean and maintained

• Improving infrastructural facilities • Corrections in teaching methods of teachers • Developing mentoring system • Strengthening office administration and communication • Maintaining discipline • Developing internal assessment system • Conducting remedial courses • Conducting skill development programs and placement drives on campus • Starting new courses and programmes in English Medium • Improvement in Quality of the Institution in all aspects

The Practice: Originally, the College used to take feedback from students only, in a structured questionnaire form. The students filled the form at the end of academic year, so as to express their views and experiences, about the teaching and administration system as well as about the facilities provided to them. The system is modified to suit the modern conditions and now the College has started getting the online feedback, not only from the students, but from the teachers, parents, alumni, and employers. The instant feedback in the form of suggestions given through suggestion box, letters or applications addressed to the Principal or Grievance Cell is also taken into consideration. Feedback is used by the College as a tool for continued learning. The positive feedback motivates the management, administrators and the employees to work with full energy and zeal. Similarly, the constructive criticism helps to improve the decisions and policies in the working of the system.

Best Practice 2 Extension with field work Objectives: ? To create awareness about social issues amongst the students ? To make use of students' curricular knowledge to resolve the social problems ? To make the students learn new skills through experiential learning ? To help society in resolving certain evils ? To help the students to become responsible and obliging civilians

Practice: In our College, we have been using extension fieldwork projects, in many Departments, namely, Commerce and Economics, Psychology, Geography, Visual Arts and Music to create awareness about social issues and at the same time to teach the students the application of their subject knowledge for the social cause. This can be termed as "Service Learning".

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

http://sndtarts.ac.in/NAAC/Best_Practices.aspx

7.3 – Institutional Distinctiveness

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

"Sanskrita stree parashakti", meaning, an enlightened woman is a source of infinite strength, aptly encapsulates the vision of our founder, Maharshi Dr. D. K. Karve, to build a citadel of learning for women. The College, being a constituent college of SNDT Women's University, has been striving hard to translate this motto into reality, for more than hundred years. The College tries to respond to the changing social realities through the development and application of knowledge. The prime aim is to create an inclusive society that promotes and protects the dignity, equality, social justice and human rights for all, through formal and informal education, with special emphasis on empowerment of women. The vision statement clearly defines the qualities that we want to inculcate in our girl students, women who become able, independent and accountable in every aspect of life. The foundation courses in BA Programme, "Women in changing India", "Personality Development", "Current Concerns" and "Current Social Issues and Problems" enable the students to understand the values of dignity, equality, social justice and human rights with special emphasis on women. A survey of our students clearly indicates that a large number of our students come from families of such parents who are not familiar with the college environment. Many of the parents are illiterate or educated till less than 10th standard of schooling. These students, because of the lack of supportive environment, lack of communication skills, ignorance

about opportunities available, misplaced aspirations, are not capable of finding meaningful employment. Similarly, the absence of role models within family and rigid thinking are the other important hurdles in the self realization of girls to become self supporting, independent individuals. The College has been tackling these issues by arranging various programmes for grooming up the girls to get prepared for their bright future. The following cocurricular and extracurricular activities were conducted in the college during academic year 201819 in this regard: 1. Mentoring Sessions of students who needed help in studies. (Number of teacher mentors number of student beneficiaries) 2. A short course on "Women related Laws" for B. Com. I students. 3. Employability Skills development Programmes. 4. Pune municipal Corporation Employment Drive. 5. Participation of students in Avishkar. 6. Enrichment programmes. 7. Participation of student in NCC, NSS, Sports and cultural events. 8. Competitive exam centre run by the college. 9. Entrepreneurship development club and business ethics club for the students.

Provide the weblink of the institution

<http://sndtarts.ac.in/About/InstitutionalDistinctiveness/Institutional%20Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

1. External Academic and Administrative Audit: The College completed the internal Academic and Administrative Audit for the years 2015_18. The External Academic and Administrative Audit for the year 2018_19 will be completed. 2. Internalising Green Audit Initiatives: The College underwent Green Audit from External Agency in the year 2018_19. It is decided that the recommendations of this Audit will be carried out by internalising the green initiatives. The Green Initiative Committees will be constituted from the students of every class. This Committee will initialise and monitor the environment protection and green initiatives at the class level by concentrating on cleanliness, plastic_free classroom and energy conservation in the classroom. The College level Green Initiative Committee will recommend the action plan and activities for clean and green campus. 3. Registration and reporting for NIRF: the College will register and participate in NIRF 2019 by NHRD. 4. Research and Extension activities focusing on social challenges and issues: The College will undertake theme_based extension programme on Organ Donation Awareness. The pink pouch workshops and plastic_free College activities will be continued in 2019. The Research Cell of the College will conduct intercollegiate research paper competition on Gender Sensitization. 5. Infrastructure facilities for physically challenged students: The railings and toilet blocks for physically challenged students and staff. 6. E_Content Development facilitation and orientation to teaching staff members: The College will establish an Official collaboration with Department CMC, SNDT W University for sharing audiovisual recording facilities for E_Content development. The Department will orient the teaching staff members in technicalities of using the recording facilities. 7. Induction Programme: The College will conduct Zero Credit Certificate Six_Day Induction programme for First Year students of every faculty as per the UGC Guidelines. 8. Add_On Certificate Course: The College will conduct Digital Literacy Certificate Course for all the students in collaboration with and certification of Pune Municipal Corporation. The batches of this Course will be offered throughout the academic year. 9. Student_Led Programmes: The advance learners of the College will actively participate in the College activities by organizing student_Led activities and Programmes like Entrepreneurship Club, managing social networking site of the students, Teachers' Day Programme, workshops and seminars for students. 10. SWAYAM Orientation for Soft skills training: The College will orient all the students of the College about SWAYAM Courses and will register the students for a course on Soft Skills. 11. Library Orientation and Reading Sessions: The library orientation for all entry level students of every faculty

will be organized in the months of July_August 2019. Every teacher of the College will conduct group reading sessions for the students in the library for each of the course taught at least once in a term. 12. IPR Workshop: The College will conduct workshop on IPR for the students focusing on Academic Ethics and intellectual property rights. 13. Student Awareness activities relating to Law on Molestation of Women will be taken up.