SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

MAHARASHTRA ACADEMY OF ENGINEERING AND EDUCATION RESEARCH'S MIT ARTS, COMMERCE AND SCIENCE COLLEGE

MAEERS MIT ARTS, COMMERCE AND SCIENCE COLLEGE, DEHU PHATA, ALANDI DEVACHI, TAL. HAVELI, DIST. PUNE - 412105.
412105
www.mitacsc.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

September 2021

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

MIT Group of institutions was established in the year 1983, under the trust MAEER acronym for "Maharashtra Academy of Engineering and Educational Research, Pune" with a vision to promote the Culture of Peace through value based Universal Education System with a firm belief that Union of Science and Spirituality alone will bring peace to mankind. MIT Group of Institutions was established as a society and charitable trust with the sole objective of meeting the long felt need of a center of scientific and educational research, which would meet the challenges of the present and the future technical advancements of the fast-changing world.

Under the aegis of MAEER's MIT Arts, Commerce and Science College, Alandi (D), Pune, a self-financed rural college was established in the year 2007. The college is affiliated to Savitribai Phule Pune University, Pune and recognized by the Government of Maharashtra. It is located in Alandi, the holy land of Saint Dnyaneshwar. The location of the college offers a peaceful and spiritual environment. The college works in alienation with the mission of the founder of MIT Group of Institutions, Rev. Prof. Dr. Vishwanath D. Karad-to promote the 'Culture of Peace in the World through appropriate understanding of the Role of Science and Spirituality and the very Essence and Philosophy of all the World Religions.'

The management of the college believes in decentralised and participative work culture and supports in flourishing academic and research culture. There are four main and four sub departments which collaboratively contribute to the smooth functioning of the college. There are other administrative and supportive sections. All these departments and sections work unanimously in alignment with the vision and mission of the college.

The college started with Bachelor of Computer Application Program with 17 students and then continued its expansion to 7 UG and 1 PG Programs with 1838 students and offers Add-on and Certificate courses to enhance skills. Anubhuti, the forum has been established highlighting the need to blend the true essence of Science and Spirituality for the noble cause of 'betterment of mankind'.

Vision

The vision statement of the college describes the goals for the future. The college follows the vision statement in its all functions. It consistently takes efforts to create collaborative and inclusive culture with students, parents and community members in addition to administrators and teachers.

Vision statement:

To develop the Institute into a world class learning centre with an excellent ambience for academics and research conjugated with a vibrant environment for honing the extra and co-curricular skills of all its stakeholders to enable them to meet the challenges of the fiercely competitive world.

The college believes in the development of a young brain with balanced Intelligence Quotient(IQ), Emotional Quotient(EQ) and Social (intelligence) Quotient(SQ), multifaceted personality, innovative ideas, futuristic views, technology proficiency and socially sensitized. It promotes and supports research culture, excellence in education, smooth administration, career building, value nurturing, strengthening competencies and developing

a sustainable environment to grow with rich heritage.

Mission

The mission statement describes the prime function of the college in leading it from present to future.

Mission statement:

To aspire and strive for excellence in education and research, by developing and sharpening the intellectual ability and potential of learners for the welfare and prosperity of society and stakeholders.

The college aspires and strives for excellence with supportive management, young, passionate, dedicated faculty and students' active engagement in curricular, co-curricular and extra-curricular activities. The resources, facilities and special guidance programs are made available to make the students succeed in competition, gain deep knowledge, develop employability potentials and in turn meet with the industrial requirements. The college recurrently organizes field visits, experts' guidance, training programs, research guidance and support, and continuous assessment for the holistic development of the students. It consistently pays attention towards the physical and mental health of the students by making available sports facilities and conducting various activities.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The young, energetic college consistently functions to strengthen and achieve excellence in academic and administrative services.

- Decentralized, proactive, visionary, dynamic, supportive management..

- Committed, passionate, dedicated, innovative faculty members.

- Devoted, cooperative, energetic non-teaching and supportive staff.

- Perspective Plan for effective implementation of teaching-learning process.

- Progressive work culture with equal opportunities to all.

- Aspiration to achieve excellence in education and research.

- Value based education..

- Maintenance of discipline.

- Emphasis on holistic development of the students.

- Intensity to develop intellectual ability and potentials of learners for the welfare and prosperity of

society and stakeholders.

- Modern infrastructure with a pleasant, vibrant environment to facilitate the teaching-learning process.

- State-of-the-art laboratory facilities.

- Spacious and digital library with a good collection of information sources.

- Adaptations as per changing world in all its aspects such as education, technology etc.

- Active involvement of IQAC for quality assurance.

- Devoted Training and Placement Cell.

- A stellar placement record with companies, major brands, and rising startups.

- Structured feedback system.

- Multidimensional platforms for the holistic development of the students.

- Students' active engagement in planning and execution of events through various platforms such as clubs, committees, celebration of Commerce Week, Management Week-IPSUM, IT Fest, Science Week, M-Pulse and Kshitij-Annual Social Gathering.

- Stakeholders' strong bonding with the college.

- Sustainable campus.

- Gender equality in all aspects.

Institutional Weakness

- To avail UGC grant as the college is not under section 2f & 12(B) of UGC Act 1956.

- To avail research funds, grants and publications in Scopus/WoS journals.

- To have liberty in developing and implementing its own Academic Curriculum.

- To avail utilization of consultancy expertise of the faculty.

- Medium level intake merit.

- Less numbers of beneficiaries of scholarships offered by Non-Government Organizations.

- Least preference towards the traditional programs has led towards the less admission.

- Absence of monetary contribution by alumni of the college as they are at the infant stage of their career.

Institutional Opportunity

- To introduce new UG, PG Programs and Vocational courses.

- To enhance research contribution by the faculty members and students.

- To expand the knowledge base and skill set of the faculty and staff members.

- To enable, educate and empower students with skill development courses.

- To strengthen faculty and student exchange programs.

- To enhance national and international initiatives and collaboration.

- To develop a college-industry-community network.

- To get autonomy.

- To develop potentials of the students with skill development courses to enhance their competencies to succeed in future.

- To widen scope for more productive engagement with alumni to strengthen the bonding with them.

- To renovate the college sports infrastructural facilities.

Institutional Challenge

- The changes in the social fabric (nuclear families), career concerns, parental pressure, peer pressure, stress-related issues etc., adversely affect the mental health of students, which indirectly affects their performance levels.

- Tracking the potential of Alumni.

- Filling seats against sanctioned intake for Arts stream is a challenge due to students increasing preference to professional programs.

- Receiving research grants from government and non-government bodies.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- The college is affiliated to Savitribai Phule Pune University(SPPU) and follows its prescribed curriculum for the courses offered in the programs-B.A., B.Com., B.B.A., B.B.A.(IB), B.B.A.(CA), B.Sc., B.Sc.(CS), M.Sc.(CS).

- Pre-planned and well documented process is defined for effective curriculum delivery.

- The college adheres to the Academic Calendar including Continuous Internal Evaluation(CIE). It is communicated to the faculty members, uploaded on the college website, displayed on the notice boards and distributed to the students in the induction program.

- Number of faculty contributions in question paper settings for UG/PG programs has been increased from two to eight.

- 24 Faculty members participated in a syllabus restructuring workshop.

- Faculty members have contributed in designing the curriculum of Add-On / certificate courses .

- Around 80% faculty members are involved in the SPPU evaluation process.

- Add-on and Certificate courses numbers increased from two to twelve and students' enrolment to these courses increased from 29 to 870. Python Programming, Tally & ERP, Advanced Excel, German Language, Communication and Soft Skills etc. are offered.

- Events, courses, workshops, projects, field works and classroom discussions are organised to address cross cutting issues.

- Experiential learning is included in the syllabi. The students are actively engaged in project, field work and internship.

- Structured feedback on curriculum, curricular, co-curricular, extracurricular activities and supportive facilities collected from the students, teachers, employers, alumni and analysed. The curriculum related feedback summary was handed over to the Board of Studies(BOS), SPPU and displayed on the college website.

Teaching-learning and Evaluation

- Admissions open to all as per the norms of Government of Maharashtra and Savitribai Phule Pune University.

- Average enrolment- 69% including 9% out of Maharashtra students(OMS).

- All the eligible students of reservation category who apply were given the admission.

- On the basis of Slow and Advanced Learners' Policy:

  - Advanced learners are identified, guided and promoted to various activities.

  - Slow learners are supported with remedial coaching, Mentor-Mentee Counselling sessions and individual attention.

- Student Teacher Ratio is 26:1.

- Student centric approaches are adapted.

- ICT based teaching.

- Authorised G-Suite user.

- Individual G-Suite IDs to students and staff.

- E-learning resources.

- Student Counselling Scheme.

- Since 2017, 149 participants have completed SWAYAM/NPTEL courses.

- The average of: Full-time faculty members is 95% against sanctioned posts.

  - Teaching experience in the same college is 6 years.

  - Retention rate during the last five years is 95.38%.

- Among all faculty members: 7 are Ph. D, 36 are SET/NET qualified, 10 are M. Phil.,24 are pursuing Ph. D and 27 with additional professional qualifications.

- Transparent and robust internal assessment system implemented through both Online and Offline Mode.

- Course Outcomes(COs), Program Outcomes(POs), and Program Specific Outcomes(PSOs) are designed on the basis of Bloom's Taxonomy, course objectives given in the curriculum prescribed by Savitribai Phule Pune University, Vision and Mission of the college. COs, POs, and PSOs attainment measured on the basis of student's performance in the examination.

- Result Analysis highlights : Pass Percentage.

  - Three Overall Toppers with score.

  - Subject Toppers with Score.

  - Analysis of the number of students passing in different classes like Distinction, First class, second Class and Pass Class.

- ○ Failure analysis.

  - ○ Comparison of Current year pass percentage with past years.

- Average pass percentage of the students during the last five years is 68.06%.

Research, Innovations and Extension

Research and Innovations

- The Research and Development Committee, Entrepreneurship Development Cell and Innovation Club of the college carry out research and innovation activities. Rs. 7.45 lakhs research grants for 6 projects are to the credit of the college.

- One recognised Ph.D research guide with 4 registered research scholars.

- Smart India Hackathon participation- 41 students

- Avishkar- Research Project Competition participation- 119 students, 4 faculty. members.

  - ○ One project each from the student and faculty category reached the state level.

  - ○ Two projects from faculty and three from the student category reached to university level.

- Total 78 students' research papers were presented and published in national/international level conferences and national journals. One student received a Letter of Intent from Centre for Innovation and Linkages SPPU, One student of BBA(CA) developed three Apps which is available on Playstore and students of B.Sc.(CS) developed a 250 Watts PMPO-Public Address system with 2 speakers.

- Altogether 13 workshops conducted on Research Methodology, Entrepreneurship Practices and Intellectual Property Rights.

- Faculty research papers are published in the UGC notified Journal, national/international conference proceedings and other journals..

- Faculties contribute as authors of books and chapters.

Extension Activities

NSS Unit ,Student Development Cell and the college clubs conducted 53 extension activities in which 3986 students significantly contributed.

- Best College Award in Pune Rural Area to the college by SPPU for three consecutive years.

- Linkages

- 30 - For Industry Visit / Study Tour renowned industries

- 24 - Faculty Exchange

- 2 - with reputed libraries.

- 13 - Functional MoUs with ongoing industrial and social activities with the companies such as iGate Global Solutions Ltd., Quick Heal Foundation, Cognitive Exchange California USA and NGO - Vishwakalyan Bahuuddeshiya Sevabhavi Sanstha.

Infrastructure and Learning Resources

The college campus spreads over 4 acres with a built up area of 9071.28 square metre. incorporating physical and academic facilities.

- 18 well equipped classrooms out of which 15 are ICT enabled.

- 12 have 120 seating capacity and 6 have 60 seating capacity.

- Laboratories: 1 Physics, 1 Chemistry, 2 Electronics and 11 Computer, 1 language with 50Mbps internet speed.

- 271 computers exclusively for the students with 1:1 student- computer ratio.

- ICT enabled Seminar hall with 240 seating capacity.

- LAN connected campus.

- Spacious, well equipped digital library spreads over 7746 square feet.

- N-List, DELNET access.

- Reading Hall with 200 seating capacity.

- Playground- 40,000 square feet.

- Indoor and outdoor games.

- Football ground in sharing with neighbouring sister concern branch.

- Gymnasium.

- Special Facilities - Meditation Room, Cultural Room, Boy's and Girl's Common Room.

- Adequate number of restrooms on each floor.

- Sanitary napkin vending machine.

- ICT enabled IQAC and Conference Room.

- Individual cubicles with internet connectivity to the faculty members and administrative staff.

- 28 desktops and laptops for the faculty members and 27 desktops for the administrative and supportive staff with internet connectivity.

- Electricity supply with 125 KWA UPS backup.

- Latest technology in Computing and IT fields - Upgradation- RAM 1GB to 2GB, Linux operating system Fedora to Centos, Quick Heal license up to 360 computers and purchasing of IT instruments as per the requirement for advancement in IT and smooth functioning .

- Average annual expenditure:

  - Books and Journals purchase- Rs. 5 Lakhs.

  - Physical and Academic support infrastructure maintenance- Rs. 39.67Lakhs .

  - Infrastructure augmentation- Rs. 242.75 Lakhs.

- NPTEL Local Chapter from December 2016 with Active Local Chapter certification.

- Institutional Library membership- Jaykar Library, SPPU and British Council Library, Pune.

- Well defined Policy and Procedure for maintaining and utilizing physical, academic and support facilities.

Student Support and Progression

Consistent attention is paid towards students' holistic development, acquisition of high standards of excellence and professional skills, development of physical and mental health and inculcation of moral, social and human values.

During last five years:

- Scholarship: 233 Students benefited from Government Scholarship with Rs. 56.12 Lakhs. 131 Students benefited from Non-government Scholarship with Rs. 25.07 Lakhs.

- College Merit Scholarship Scheme for economically weaker meritorious students. Management gives concession in fees for the needy students.

- Ward of an Employee of MIT Group of Institution gets benefits under ' Employee concession Policy'

- The college runs Karmveer Bhaurao Patil 'Earn and Learn Scheme' for economically weaker students to provide them a platform of earning while learning. It also enables students to gain work experience and to develop required skill sets.

- Capacity building and skill enhancement programs and beneficiaries:

  - Cognitive Exchange Program(California, USA) - 43 beneficiaries.

  - 11 - Soft-Skills development Programs- 799 beneficiaries.

  - 11 - Language and Communication Skills Programs which include English, German, Japanese languages and guest lectures - 547 beneficiaries

  - 7- Life Skills Enhancement Activities - 644 beneficiaries.

  - 51 - ICT/Computing Skills Activities - 2982 beneficiaries.

  - 19 - Competitive Examination Guidance- 1760 beneficiaries.

  - One student achieved Sales Tax Inspector 8th rank in girls.

- The redressal mechanism of Discipline and Internal Complaint Committee, Student Grievance Redressal Committee, Anti Ragging Committee is transparent, timely with zero tolerance.

- Dedicated Training and Placement Cell which leads towards a remarkable placement with reputed industries.

- Average progression to higher education - 45.75%.

- 26 sports and cultural awards- 1-International,7-National and 18-State/University/Zonal level.

- Students participated in ample number of cultural and sports activities.

- MASCOT - The best outgoing student Award is given every year to appriciate students' outstanding performance in all aspets.
- Nurturing sense of belongingness and potential exploration through: Students' engagement in administrative committees- College Development Committee, IQAC, Anti-Ragging Committee, ICC etc and Student Council's active engagement in co-curricular and extracurricular activities.

- Maitree- Registered College Alumni Association contributes significantly through sharing of expertize and guidance.

Governance, Leadership and Management

- The college has a well defined vision, mission and prospective plan. Democracy, good governance and modernity engage everyone to achieve the vision and mission of the college.

- The E-governance mechanism is implemented in the areas of academics, administration, finance and accounts.

- Human Resource Department and well-defined Human Resource Manual contribute to employee welfare.

- Attrition rate below 5% and satisfaction rate 91% as per employee satisfaction survey.

- Employee's five/ten years of service completion is honored with Trophy and Citation on the Foundation Day of the college expecting longer commitment.

- The Best Teacher, Best Non-teaching Staff and Best Supportive Staff Award for every year.

- Financial support of Rs. 75573/- to 53 faculty members to attend conferences/workshops.

- The Faculty Development Committee conducted a wide range of activities to improve the performance in education, research and administration as well as augmenting organizational capacities.

- Structured performance appraisal scheme for teaching and non-teaching staff to set a benchmark against the goals.

- Concurrent internal and external financial audit is conducted.

- Mobilisation and optimum utilisation of resources through Planning, Budgeting, Monitoring and Evaluation.

- As a quality sustenance measure, Internal Quality Assurance Cell was established in 2014 to develop a system for conscious, consistent and catalytic improvement in the overall performance of the college.

- The college has been participating in the National Institute Ranking Framework since 2017. The college has been awarded by India Today-MDRA Best College Ranking, Knowledge Review Magazine and Times-B School BBA Education Ranking Survey.

Institutional Values and Best Practices

- Annual Gender Sensitization Action Plan to promote gender equity in all the aspects of academic and educational sectors.

- Gender Sensitization initiatives:

    - Sukanya Manch: 'Yes, She can'

- Jagruti Munch: 'Let's sensitize!!'

- Nirbhay Kanya Abhiyan

- Sustainable campus-

  - Pilot project- 4 sensor-based in-house developed devices installed which detect human intervention and reduced energy consumption to 608 Watt/hour.

  - Solar System- 13.44KW capacity.

  - Vermiculture- Solid waste decomposition.

  - MoU with TERRE (Technology, Education, Research and Rehabilitation for Environment) for E- waste Managment.

  - Rainwater harvesting pits.

  - One underground and 3 overhead water tank -1.40lakhs litre capacity.

  - Green Campus Initiatives- No Vehicle Day, Pedestrian friendly pathway, Plastic Free Zone.

  - Regular Green, Energy and Environment Audit.

  - Beautiful landscaping.

  - Friendly environment for the physically challenged.

- Well defined Code of Conduct.

- Professional ethics courses-

  - Human Rights and Cyber Security- credit courses.

  - Foundation Course in Human Rights- Certificate Course.

- Best Practices of the college–

  - Social Endowment: Initiatives to develop sense of social responsibility-

  - Five villages adopted under Unnat Bharat Abhiyan.

  - Computer, smartphone and English literacy training to Z. P. Primary School, Aanganwadi Teachers and women and children from the vicinity.

  - MoU with Quick Heal- presentations delivered on cyber-awareness in 10 schools with 2590 beneficiaries.

- Student Integrity Development:

  - Students' holistic development by taking measures to develop various skills viz. research, social, professional, linguistic, spiritual, cognitive, entrepreneurship, physical, artistic.

  - Crucial emphasis on imparting the requisite skills and proficiencies to build the competencies to succeed.

- Distinctiveness: A forum Anubhuti- experiencing and realizing divine power and inner strength.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MAHARASHTRA ACADEMY OF ENGINEERING AND EDUCATION RESEARCH'S MIT ARTS, COMMERCE AND SCIENCE COLLEGE
Address	MAEERs MIT Arts, Commerce and Science College, Dehu Phata, Alandi Devachi, Tal. Haveli, Dist. Pune - 412105.
City	Alandi
State	Maharashtra
Pin	412105
Website	www.mitacsc.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Balasaheb Bhagaji Waphare	020-39875101	9890435396	020-3025379 9	principal@mitacsc. ac.in
IQAC / CIQA coordinator	Bhalchandra Balaji Pawar	020-39875123	9325623431	020-0000000 0	iqac@mitacsc.ac.in

Status of the Institution	
Institution Status	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	
Date of establishment of the college	08-08-2007

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
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				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes autonomydoc_1631778590.pdf
If yes, has the College applied for availing the autonomous status?	No

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	MAEERs MIT Arts, Commerce and Science College, Dehu Phata, Alandi Devachi, Tal. Haveli, Dist. Pune - 412105.	Rural	4	9071.28

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	BSc,Science And Computer Science	36	HSC Science with Mathematics OR Equivalent	English	240	191
UG	BSc,Science And Computer Science	36	HSC Science OR Equivalent	English	120	57
UG	BBA,Computer Application	36	HSC with English and Minimum Forty Percent OR Equivalent	English	160	145
UG	BCom,Arts And Commerce	36	HSC OR Equivalent	English	120	104
UG	BA,Arts And Commerce	36	HSC OR Equivalent	English	120	24
UG	BBA,Bussiness Administration And International	36	HSC with English and Minimum Forty percent	English	160	76

	Business		OR Equivalent			
UG	BBA,Bussiness Administration And International Business	36	HSC with English and Minimum Forty Percent OR Equivalent	English	80	63
PG	MSc,Science And Computer Science	24	B.Sc Computer Science OR BCS OR BSc IT OR BCA Science OR BE Comp IT ETC with Fifty Percent	English	60	60

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				72
Recruited	0	0	0	0	0	0	0	0	11	7	0	18
Yet to Recruit				0				0				54
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				52
Recruited	0	0	0	0	0	0	0	0	22	30	0	52
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				22
Recruited	0	0	0	0
Yet to Recruit				22
Sanctioned by the Management/Society or Other Authorized Bodies				57
Recruited	36	21	0	57
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				5
Recruited	0	0	0	0
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	5	1	0	6
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	3	0	6
M.Phil.	0	0	0	0	0	0	3	6	0	9
PG	0	0	0	0	0	0	18	22	0	40

Temporary Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	8	5	0	13

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	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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	2	5	0	7

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	878	133	0	0	1011
	Female	697	32	0	0	729
	Others	0	0	0	0	0
PG	Male	37	1	0	0	38
	Female	58	2	0	0	60
	Others	0	0	0	0	0

18-04-2022 02:25:50

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	40	41	45	39
	Female	45	36	32	24
	Others	0	0	0	0
ST	Male	2	3	4	11
	Female	7	9	9	9
	Others	0	0	0	0
OBC	Male	209	179	144	129
	Female	150	142	123	121
	Others	0	0	0	0
General	Male	807	770	688	583
	Female	585	563	497	449
	Others	0	0	0	0
Others	Male	2	1	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1847	1744	1542	1365

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
248	228	234	237	226

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	8	8	8	8

2 Students

2.1

Number of students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1838	1847	1744	1542	1365

File Description	Document
Institutional data in prescribed format	View Document

2.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
562	562	498	530	530

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
553	495	435	399	317

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
69	64	58	53	52

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
72	66	61	58	54

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 19

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
320.88	302.17	291.80	133.09	66.18

4.3

Number of Computers

Response: 259

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The college is affiliated to Savitribai Phule Pune University (SPPU), Pune. It delivers the curriculum prescribed by the university. The curriculum is operationalized within the overall provided framework and available resources aligned with the vision and mission of the college. The planning and documented processes are completed well in advance for effective implementation of the curriculum. To achieve the curriculum objectives, the care has been taken to maintain the quality in the delivery of knowledge and development of research aptitude, skills, values, and sensitivities. The curriculum delivery system is visualized in the following way:

SPPU
- Academic Calender
- Time Table

Prescribed
- Teaching Plan
- Student Centric Teaching Methodologies
- Continuous Internal Evaluation
- Syllabus Completion Report

Curriculum
- Students Feedback
- Academic Audit
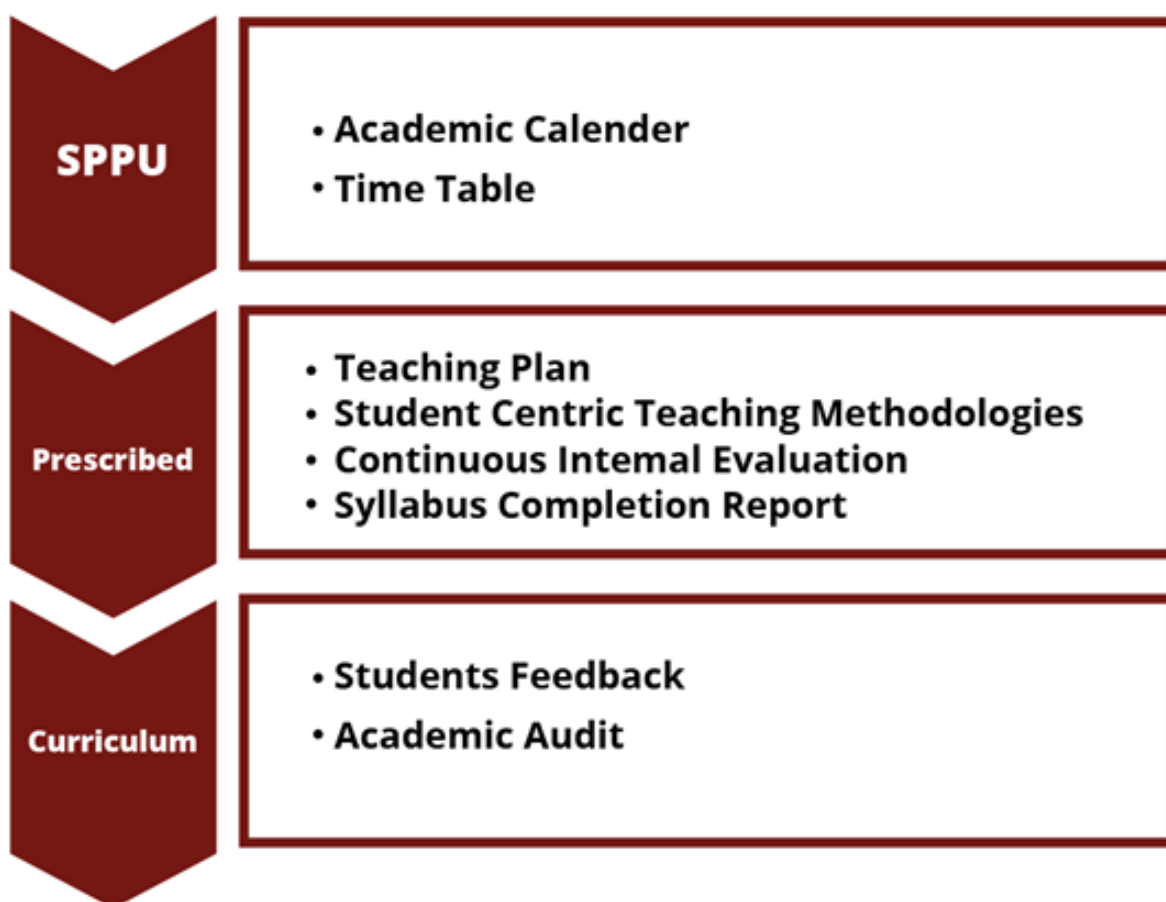
All departments design their academic calendar in synchronization with the college academic calendar which is a pathway for the departmental curricular, co-curricular and extra-curricular activities.

Head of Department (HOD) conducts regular departmental meetings and discusses academic plans. Course

in-charges share their ideas for the effective delivery of the curriculum. Department members and HOD discuss queries in implementing course content, finalizing the quality objectives and their assessment. Tentative workload for the next session is sought at the end of every previous semester. Courses are allotted according to the interest and expertise area of the teacher. It helps to ensure effective curriculum delivery.

The college Time Table Committee which consists of representative members from every department, looks after preparation of class wise and individual time table. All the class wise time tables are compiled into master time table and the same is approved by Chairman IQAC (Internal Quality Assurance Cell). This master time table is used as a fundamental tool for the curriculum delivery.

Teaching plan depicts a content delivery mechanism. Teaching plan is prepared by the concerned course in-charge. The teaching plan helps the teacher to plan the curriculum delivery within stipulated time. The implementation of the teaching plan is verified by the Head of the Department at the end of every semester.

Student centric teaching methodologies such as ICT based teaching, experiential learning, participative learning and problem-solving methodologies are followed to make teaching-learning effective and qualitative. Continuous internal evaluation is practiced for its assessment.

At the end of every semester, the teachers submit syllabus completion reports to respective HOD who in turn submit them to Chairman, IQAC.

Curriculum delivery assessment is done through the collection and analysis of students' feedback and academic audit which helps to further improvement in curriculum delivery and documentation process. IQAC plays an important role in monitoring the overall process.

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

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The college prepares the academic calendar before the commencement of the academic year. The academic calendar includes the planning of various academic activities such as commencement of the classes, continuous internal evaluation, student feedback, counseling sessions etc. For effective curricular planning and implementation, the Academic Calendar is followed.

- The Academic Calendar of the college is prepared and approved by the Chairman, IQAC.

- All the departments plan and prepare their academic calendars in synchronization with the college Academic Calendar on the basis of their programme requirement and the schedule of CIE.

- The Master Academic Calendar is uploaded on the college website, displayed on the notice boards and also given to students in the Induction Programme.

The college strives to impart the best education to achieve holistic development of the students through the systematic implementation of the academic calendar for the conduct of Continuous Internal Evaluation(CIE) which helps in reinforcing the efficacy of the teaching learning process by understanding students' performance/progress. The college has a set mechanism for CIE which includes Class Test, Term End Examination, Internal examination and other evaluation tools as per the requirement of the courses. The college adheres to the academic calendar for the conduct of CIE.

Nature of CIE:

Continuous internal evaluation is done with various assessment tools such as Class Test, Term End Examination, Internal examination, viva, presentations, group discussions, case study, seminar, open book test, article review etc.

- Class Test, Term End Examination and Internal examination schedule is conveyed to the departments in advance through the Examination Planner.

- Schedule of the examination is prepared by every department considering the Academic Calendar and examination planner.

- Class Test, Term End Examination and Internal examination schedule is conveyed to the course in-charges and students well in advance through the college website, notice boards and circulation of the notice in the concerned classes.

- As per the requirements, course in-charges prepare question papers, decide the topics for the seminar or presentation or case study etc. and finalise evaluation parameters, by the prescribed deadline.

- Internal assessment program is conducted according to the schedule given in the academic calendar.

Aforementioned process ensures effective continuous internal evaluation in accordance with the academic calendar.

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

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating Univeristy and/are represented on the following academic bodies during the last five years

    1.Academic council/BoS of Affiliating university

2. Setting of question papers for UG/PG programs

3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

4. Assessment /evaluation process of the affiliating University

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document

1.2 Academic Flexibility

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

Response: 62.5

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

Response: 05

File Description	Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 24

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2018-19	2017-18	2016-17	2015-16	2014-15
12	6	4	2	0

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total

number of students during the last five years

Response: 23.99

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
840	695	606	29	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The college integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum through various regular and add on courses, as well as events.

The college follows the principle of inclusion and equal opportunity for all and ensures inclusion of aforementioned cross cutting issues. The content of the curriculum is implemented with a view to develop professional skills, ethical and human values among the students which will help them to survive and excel in the competitive environment.

"Environment Science" a course in the curriculum: Environment Science is a course in the curriculum prescribed by Savitribai Phule Pune University. While implementing the course content, projects and field work carry out to integrate cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics.

Across the programs, there are many courses in the curriculum with topics that deal with cross cutting issues and professional Ethics, which includes Human Rights, Cyber Law and IT Security, Environment Science, Business Demography and Environmental Studies, Industrial Relations and Labour Law, Entrepreneurship Development, Human Resource Management Special Paper III - Labour Laws, Foundation Course In commerce, Business Communication, Business Management, Elements of company law, Business Regulatory Framework, International Business Environment, International Business in Services Sector and Business Ethics.

In addition to the prescribed syllabi, the below mentioned programmes and events organised in the college,

integrate various cross cutting issues-

Add-on Course:

1. **Foundation Course in Human Rights:** The certificate course 'Foundation Course in Human Rights' started with an aim to create understanding about human rights, human values and responsibility of respecting, defending and promoting human rights. The participants learn how to handle cross cutting issues relevant to Gender, how to inculcate Human Values and the institutional framework of human rights and duties in India.

2. **Soft Skills:** Soft skills certificate course is conducted for all the second and third year students of all undergraduate programs in the college. Along with this, workshops are organised for soft skills development.

3. **Other Events:**

No Vehicle Day: The college observes 'No Vehicle Day' to make the students and staff contribute towards zero pollution environments. On that day staff members and the students avail public transport/ bicycle. No Vehicle Day rally was organised from the college campus to the prime locations of Alandi (D) Pune. It was an attempt to give a small contribution to the green India movement.

Various activities are organised on various cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics integrated into the Curriculum such as tree plantation, cleanliness drive, gender sensitization programs etc.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View Document](#)
Any additional information	[View Document](#)

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 17.56

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
43	40	41	42	40

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Any additional information	View Document

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

Response: 67.03

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

Response: 1232

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: A. All of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1.Feedback collected, analysed and action taken and feedback available on website
2.Feedback collected, analysed and action has been taken
3.Feedback collected and analysed
4.Feedback collected

5. Feedback not collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 69.56

2.1.1.1 **Number of students admitted year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
720	773	807	707	619

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

2018-19	2017-18	2016-17	2015-16	2014-15
1060	1084	992	1048	1036

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 34.16

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
203	204	193	155	161

File Description	Document
Average percentage of seats filled against seats reserved	[View Document]
Any additional information	[View Document]

2.2 Catering to Student Diversity

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

Response:

The college assesses the learning levels of the students after admission to understand their learning capacity. The assessment is based on the students' performances in the classroom sessions, examination and observations by the course in-charges. Accordingly, advanced learners and slow learners are identified.

Special programs for advanced learners:

The students who perform very much better than the class average are considered as advanced learners. For the identification of advanced learners following criteria are taken into consideration.

- First class test score is more than 70%.

- High grasping capacity.

- Quick responses.

- Self-directed and self-motivated.

- Strong mental ability to deal with higher order problems.

- High potentials to comprehend and retain core concepts and their applications in appropriate situations.

Following measures are taken to explore advanced learners' potentials and interest areas to acquire distinct skills:

- Guidance and assistance are given to participate in State, Inter-University Research competitions like Avishkar and Hackathon.

- Guidance and directions are given to present and publish research papers in conferences, seminars and journals.

- Motivation is given to participate in Inter-collegiate/ University/State level competitions like PUSA.

- Guidance and mentoring are made available to join and complete online certificate courses available on various platforms like NPTEL/SWAYAM.

- Opportunities are provided to perform lead roles and to give major contributions in various

departmental and college activities to develop organizational skills.

- Hands on activities, group discussions, seminars, PPT presentations, documentary making and presentations are arranged to enhance learning experiences.

- Guidance and support are given to solve model/university question papers for the meritorious success.

Special programs for slow learners:

Students who perform below the class average are considered as slow learners. For the identification of slow learners following criteria are taken into consideration.

- First class test score is less than 40%.

- Slow reaction time.

- Limited self-direction.

- Lack of motivation and interest.

- Lagging behind in dealing with higher order problems.

- Low capacity to comprehend core concepts and their applications.

The areas where slow learners need guidance and assistance are identified and accordingly following measures are taken to improve their learning abilities.

- Remedial coaching is provided according to the learning difficulties of these students.

- The efforts are taken to improve learning interest through suitable teaching methods.

- Assignment writing practice is given to improve academic writing performance.

- According to the needs of the learners, individual attention is given to provide adequate foundation.

- Mentor-Mentee Counselling sessions are conducted and accordingly guidance is provided to bring them into main-stream.

- Assignments are given to them and viva is conducted to clarify the ideas and to reorganize the knowledge already attained.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 26.64

File Description	Document
Any additional information	[View Document](#)

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

Response:

Teachers implement various student centric methods to keep students actively engaged in learning. Course in-charges along with regular delivery highlight the important points, explain the complex concepts by using suitable examples. They use both inductive and deductive methods, experimental methods to develop scientific approaches among the students. Problem solving sessions including the heuristic method and participative methods are used to engage students individually or in groups.

Use of ICT to increase learning experiences:

- YouTube Bites, film clips, movies, pictures, informational graphics and other mapping tools are used to increase imagination and visualization of the concepts.

- Simulation tools like PSPICE, Circuit Mod etc. are used to provide greater understanding of the topics.

- Softwares like Scilab, MATLAB, TORA, English Communication Skills Lab (ECSL) are used to enhance learning.

- LMS Tools like Google Classroom and Moodle are used to make learning productive by streamlining of assignments, boosting collaboration, and fostering communication.

Project work:

Projects are assigned to the students to develop better understanding, collaborative working, creativity, analytical and communication skills. Some of the projects are mentioned below:

- The students implement knowledge of programming language and newly learned concepts for the development of Software projects like ERP, EDP, Payroll, Advanced Computer Laboratory etc.

- Electronic projects encourage the students to design and test their hardware and software skills and to initiate innovative ideas.

- Statistics projects provide experience of conducting surveys and analysing the data by using appropriate statistical tools and techniques.

- Students are engaged in projects on environmental issues.

- The commerce students work on the projects such as financial analysis, Banking and Finance, Cost analysis.

- Students work on the projects related to human resource management, marketing and finance.

Model making activities:

- Model making activities are organized to give the students an opportunity to collaborate in order to communicate their needs and get better solutions.

Participative and Collaborative learning:

- Students work together in a group, take ownership of the task assigned to them and gain learning experiences which results in enhancement of the knowledge.

- Various activities are conducted for participative learning such as workshops, surveys, poster presentations, group discussions, case studies, Think-Pair-Share, flipped classroom, power-point presentation, graphical representation, making charts and articles writing that excite students, capture their interest and stimulate creativity.

- It helps to create collaborative and innovative learning environment.

Expert talk and interactions:

- Guest lectures of eminent personalities and alumni are conducted to make the students aware about the current trends in the industry. It gives students an opportunity to interact and gain experienced knowledge.

Industry visit and study tour:

- Industry visits and study tours are organized for the students to provide practical exposure.

Students' clubs:

- Various clubs such as Young Speakers Club, Economic Planning Forum, Afflatus, MITronics, Maths Club, GO-Get IT etc. are formed in the college to provide a platform for participative learning.

Problem solving method:

- Problems are distributed to analyse and to find satisfactory solutions.

- Students observe, understand, analyse, interpret, find solutions and perform applications of problems that ignite thinking abilities and develop problem solving skills.

File Description	Document
Upload any additional information	**View Document**
Link for additional information	**View Document**

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

With great advancement in technology in recent years, digital resources for learning have become available and this has made learning more individualized, creative and dynamic. Considering this, the faculty members take initiative to enrich teaching-learning by using ICT enabled tools.

ICT tools embedded in teaching-learning:

- **Google classroom:** Faculty members of various departments use Google Classroom to share and distribute study material. The college is authorized G suite users and hence make use of the Google tools extensively which effectively streamlines teaching learning.

- **E- learning:** E-learning resources are used to encourage the students to be in touch with current facts. Students are asked to search subject related reference material, scholarly e-sources while preparing for their assignments and projects. Faculty members also provide links of e-references to make them familiar with the use of the latest technology. Students are advised and encouraged to access digital repository developed by the faculty members and study material available on the online platforms in the form of PPT, word file, videos, You Tube Bites etc. The college is an active local chapter of SWAYAM/NPTEL.

- **Digital Library Facility:** The college has availed memberships of DELNET, INFLIBNET and NDL. Individual login IDs and passwords for the students and faculty members are provided to access the e-journals. Faculty members encourage the students to refer to these e-journals in order to enhance their academic knowledge and inculcate research aptitude.

- **You Tube Video:** Faculty members have developed their own videos using Screen-o'matic, OBS studio and website through wordpress.

- **Language Lab:** The language lab sessions are conducted to develop English communication skills of the students. The English language software and online resources are used effectively to create interest in English language learning and to develop English language competencies and performances among the students.

- **LCD Projectors:** As per the requirement of the course content, course in-charges make use of LCD projectors to simplify the content through photographs, graphs, charts, online videos etc. This makes learning appealing, interactive and interesting.

- **Moodle:** Some of the course in charges make use of Moodle learning platform as a part of course management system to keep track of the entire teaching and learning process. Through the systematic and organized way it creates a personalized learning environment.

- **Wi-Fi and Internet connectivity:** Four Wi - Fi zones in the campus, access to internet in the laboratory and library and LAN connected campus are made available to refer, collect and share study materials to enrich teaching - learning.

- **E-mail, WhatsApp:** The college Provides E-mail Ids (G suite enabled mitacsc.edu.in Ids) to each individual staff and students which are used to communicate and access academic and general information. Apart from this the class teachers create WhatsApp groups of their respective classes to be connected with the students for formal and informal communications.

File Description	Document
Upload any additional information	View Document

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

Response: 28:1

2.3.3.1 Number of mentors

Response: 66

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	[View Document](#)
mentor/mentee ratio	[View Document](#)
Circulars pertaining to assigning mentors to mentees	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 95.11

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	[View Document](#)
List of the faculty members authenticated by the Head of HEI	[View Document](#)
Any additional information	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 7.34

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
6	5	4	5	2

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	[View Document](#)
Any additional information	[View Document](#)

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest

completed academic year in number of years)

Response: 5.77

2.4.3.1 **Total experience of full-time teachers**

Response: 398

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	[View Document](#)
Any additional information	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The college strives for excellence in teaching-learning and its evaluation. With this motive, the college maintains transparency, fairness, validity, feasibility, reliability and robustness in the mechanism of internal assessment.

Transparency in internal assessment is maintained through following mechanism:

- In the Induction programme students, parents/guardians are made aware of the assessment pattern and process as per the guidelines of Savitribai Phule Pune University(SPPU).

- Students, parents/guardians are informed about the internal assessment schedule through the Academic Calendar.

- At the beginning of the academic session, course in-charge explains the course syllabus and evaluation pattern. Internal assessment contains Class Tests, Term End Examination, Internal Examination and other evaluation tools as per the requirement of the courses.

- Question paper pattern and syllabus for the internal assessment is communicated to the students well in advance.

- Internal assessment time table is displayed on the notice boards.

- Attendance, discipline and transparency are strictly followed in the internal examinations.

- After the assessment of the Class Test, Term End Examination answer sheets are shown to the students.

- The course in-charge discusses the model answers with a marking scheme with the students.

- Result of the internal assessment is to the students. It is also conveyed to the parents/guardians during parent-teacher meet.

- Students are free to discuss any aspect or grievances related to assessment outcomes. These are solved by the respective course in-charges and Head of departments.

- **Assessment of First year of UG programmes:** Central Assessment Program is conducted for the First year of UG programmes in the college as per the guidelines given by SPPU. It includes evaluation of answer sheets, marks verification and declaration of the results. Photocopy of answer sheets is given after declaration of result on demand of the students. Revaluation is done and updated results are declared within stipulated time as per the guidelines of SPPU.

Robustness in terms of frequency:

- Summative and formative assessment is carried out.

- Formative assessment is done through Assignments, Class Tests and Internal Examination.

- Summative assessment is carried out through Term End examination, University Examination.

- As per the SPPU guidelines, Credit system is implemented for the postgraduate programmes. These credits are given on the basis of evaluation of students' performance in the tools selected by the course in-charges such as assignment, case studies, presentations, open book test, seminar, research paper presentation, project assessment, viva etc.

- For practical courses, continuous assessment is carried out through journal writing, viva, mock test, performance in laboratory, attendance, project work etc.

- Re-tests are conducted for the students absent due to their involvement in the activities like sports or having genuine reasons.

Robustness in terms of mode:

- Internal assessment is carried out by both modes online and offline. Online assessment is conducted through Google Form, Moodle. Offline assessment is carried out with its regular system such as physical invigilation, seating arrangement etc.

- It is done both in written and oral modes.

- It is objective and/or subjective in nature.

The set mechanism assures transparency and robustness in terms of frequency and mode.

File Description	Document
Any additional information	View Document

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

Response:

Effective, smooth and transparent conduction of Internal/ External examinations is one of the significant tasks performed in the college. Formative assessment mechanism is followed as per the CIE Manual of college. Examination Committee (EC), College Examination Officer (CEO) and Principal of the college take responsibility for the effective implementation of examination and evaluation related norms as per Savitribai Phule Pune University (SPPU) Ordinances. Internal squad is appointed to prevent/handle unfair practices during the examination. EC efficiently deals with evaluation related grievances of the students by following the guidelines given by SPPU.

The following mechanism is followed for Grievance Redressal in evaluation:

Grievance Redressal related to Internal Examination

- All the Internal Examinations are conducted as per the regulations of SPPU. Transparency is maintained during the examinations.

- For any query or grievances regarding the internal examination, the concerned students can approach he respective course-in-charge, class teacher or Head of the department (HOD).

- All the college level internal examination related grievances are resolved at the level of course in-charges, class teacher and Head of the department.

Grievance Redressal related to First Year UG University Examination:

- First year Undergraduate University Examinations are conducted in the prescribed schedule as per the regulations of SPPU. Internal squad is appointed to prevent/handle unfair practices during the examination.

- Assessment of answer books of all the first year under graduate students is done centrally through Central Assessment Program (CAP) at the college level and the result is declared in time as per the guidelines given by SPPU.

Examination Committee resolves grievances regarding evaluation in the following manner:

1. The Principal in consultation with Examination Committee appoints delegates in various capacities for smooth conduction of CAP as per norms laid down by SPPU.

2. For any grievances regarding re-evaluation and verification of marks students have to approach and apply to the college through Student Section.

3. Student Section forwards all the applications to Assistant CAP Director.

4. The photocopy of answer book is provided to the students on demand by the Assistant CAP Director after paying prescribed fees to the college.

5. The Assistant CAP Director gets the answer-books re-evaluated and resolves the grievances.

6. The process is completely transparent and completed within stipulated time and the result is declared.

Grievance Redressal related to University Examination:

1. Student Section of the college plays an active role in sorting out grievances related to the university examination.

2. Students are free to approach and apply for any grievances regarding re-evaluation and verification of marks at UG level (Second and Third Year) and PG level to SPPU through Student Section.

3. On demand, the photocopy of answer-book is provided to the students by SPPU after paying prescribed fees.

4. After receiving the answer-book, the students can apply for reassessment if necessary.

5. Student Section takes follow up with SPPU till the grievances are settled.

Internal/external examination related grievances are dealt transparently, efficiently and settled within stipulated time.

File Description	Document
Any additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

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

Response:

The college believes in excellence in education for which the mechanism is set to design and communicate Course Outcomes (COs), Programme Outcomes (POs) and Programme Specific

Outcomes (PSOs).

Course Outcomes (COs), Programme Outcomes (POs) and Programme Specific Outcomes (PSOs):

COs are designed by the college. These are the statements that describe what students should be able to do at the end of successful completion of a course. Every Course leads to Course Outcomes. CO statements are defined by considering the content covered in each course. Bloom's Taxonomy has been followed while designing COs. COs are miniatures of POs and PSOs. All COs jointly contribute to achieve POs and PSOs. POs are what knowledge, skills and attitudes a graduate should have at the time of graduation. POs are statements that describe what the students graduating from any of the educational Programmes should be able to do. PSOs are statements that describe what the graduates of a specific educational Programme should be able to do. COs, POs and PSOs demonstrate the vision and mission of the college.

Mechanism to Communicate COs, POs, PSOs :

The college has a well-designed mechanism to communicate COs, POs and PSOs to all the stakeholders. The mechanism includes following ways of communication:

The college website: COs, POs and PSOs are displayed on the college website.

Admission Counseling: The college provides admission counseling to the students and parents. The admission counselors explain to the students and parents about COs, POs and PSOs.

Induction Programme: The college conducts Induction Programme for the First Year students at the beginning of the new academic year. The Principal and Heads of respective department explain the nature of the programmes and their expected outcomes.

Classrooms: Course in-charges discuss the outcomes of the particular course to acquaint the students with learning outcomes.

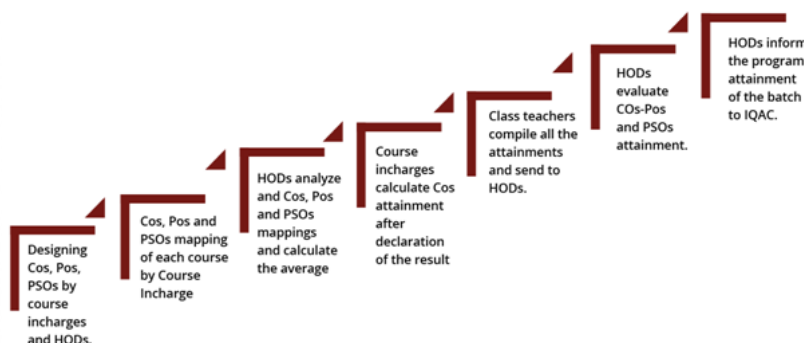**Department Display Boards:** POs and PSOs are displayed on Department Display Boards.

The college works on designing and communicating COs, POs and PSOs with well defined mechanism to make clarity among the course in-charges and students.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	[View Document](#)
Past link for Additional information	[View Document](#)

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

Response:

Programme Attainment Designing Committee of the college has designed Programme Attainment Evaluation Policy to ensure the evaluation of attainment of Course Outcomes (COs), Programme Outcomes (POs), Programme Specific Outcomes (PSOs). Student's performance in examination is seen through the attainment of course/programme outcomes.

Designing Cos, Pos, PSOs by course incharges and HODs.

Cos, Pos and PSOs mapping of each course by Course Incharge

HODs analyze and Cos, Pos and PSOs mappings and calculate the average

Course incharges calculate Cos attainment after declaration of the result

Class teachers compile all the attainments and send to HODs.

HODs evaluate COs-Pos and PSOs attainment.

HODs inform the program attainment of the batch to IQAC.

Mechanism of POs, PSOs, COs attainment :

COs, POs and PSOs and attainment evaluation:

I. COs, POs and PSOs mapping of each course:

- Course in-charges prepare Course Outcomes of their courses. Heads of Department (HODs) discuss with course in-charges and prepare Programme Outcomes and Programme Specific Outcomes.

- Course in-charges prepare COs- POs and PSOs mapping for each course using following correlation:

  1: Slight correlation

  2: Moderate correlation

  3: Substantial correlation

  0: No correlation.

- The average correlation of each course is calculated.

- After this, COs- POs and PSOs mappings are sent to the head of the respective department.

- The HODs check COs- POs and PSOs mappings.

II. COs Attainment:

- COs attainment is calculated after the result declaration of each semester/annual examination. Final marks obtained in each CO are considered as the base for calculation.

- Target for attainment in each CO is >= 40% marks in that course as the passing criteria of SPPU for a course is >= 40%.

- Course in-charges prepare COs attainment sheets for each course using following correlation:

  1: Target attained

  0: Target is not attained

- After this, course in-charges send COs attainment to the respective class teachers.

- Class teachers compile all the attainments and send it to the head of respective department for further process.

- HODs calculate the average of all COs attainment of each student for the respective programmes.

III. Evaluation of COs-POs and PSOs Attainment: HODs evaluate COs- POs and PSOs attainment.

- 40% of COs- POs and PSOs average attainment is calculated.

- If student attainment is >= 40% of COs- POs and PSOs average attainment then 1is assigned otherwise 0.

- The average of the above calculation is converted into percentage. This is the programme attainment of the batch.

- HODs inform the programme attainment of the batch to IQAC.

- The previous batch attainment is compared with current batch attainment to plan teaching-learning strategies for further progress.

Recording of data:

HODs maintain the following data:

- Students' batch-wise enrolment data.

- Course syllabus.

- COs, POs and PSOs.

- Mapping of COs-POs and PSOs with correlation factor.

- Final marks entry.

- Mapping of COs attainment.

- Mapping of students' attainment.

- Mapping of students' attainment with COs- POs and PSOs attainment.

- Programme attainment

Programme attainment is evaluated to plan and improve attainment level.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional information	[View Document](#)

2.6.3 Average pass percentage of Students during last five years

Response: 68.1

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

2018-19	2017-18	2016-17	2015-16	2014-15
384	349	279	265	218

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

2018-19	2017-18	2016-17	2015-16	2014-15
548	491	435	399	317

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View Document](#)
Upload any additional information	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.36

File Description	Document
Upload database of all currently enrolled students (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, Chairs in the institution during the last five years (INR in Lakhs)

Response: 3.65

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	1.90	0	1.75

File Description	Document
List of endowments / projects with details of grants	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)

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

Response: 1.45

3.1.2.1 **Number of teachers recognized as research guides**

Response: 1

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

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 15

3.1.3.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	1	0	2

3.1.3.2 **Number of departments offering academic programes**

2018-19	2017-18	2016-17	2015-16	2014-15
4	4	4	4	4

File Description	Document
Supporting document from Funding Agency	[View Document](#)
List of research projects and funding details	[View Document](#)

3.2 Innovation Ecosystem

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

Response:

Ecosystem for Innovation: The college has developed an ecosystem for innovations, creations and exchange of knowledge through Innovation Club, Research and Development (R&D) Committee and Entrepreneurship Development Cell (EDC), to provide a better platform for Innovation and Entrepreneurship Development.

I. Innovation club: The college has established an Innovation Club to encourage, inspire and nurture young students by exposing them to new ideas and processes in innovative activities and systematically fostering the culture of innovation.

Success of the club: **41** students of the college participated in Smart India Hackathon.

II. Entrepreneurship Development Cell: The college has started an Entrepreneurship Development Cell (EDC) to encourage the budding entrepreneurs to develop entrepreneurial skills.

Success of the cell:

- One of the students from the Department of Computer Applications received a Letter of Intent from Centre for Innovation, Incubation and Linkages, Savitribai Phule Pune University.
- As an initiation from the Department of Science and Computer Science, students of B. Sc.(CS) developed a 250 Watts PMPO Public Address system with 2 speakers. The project was completed in 4 phases.

III. Research and Development (R & D) Committee:

The college has a Research & Developments (R & D) Committee. The committee looks after the smooth and efficient coordination of research and development activities in the college by:

- Organizing conferences, seminars, workshops, faculty development programs and training programs to create research awareness.
- Encouraging faculty members for research activities like research projects, articles writing, doctoral and post-doctoral research.
- Establishing a research and development centre at college level.

The committee has taken initiatives to inculcate the spirit of research amongst the faculty members and the students in the following ways:

- Extending timings of laboratories and library as per requirement.
- Creating awareness amongst the researchers and providing guidance about different funding agencies like DST, DAE, DRDO, ISRO, CSIR, AICTE, UGC, ICSSR, University etc.
- Enriching library and laboratories with knowledge resources.

The following achievements are the result of aforementioned initiatives:

- Total 78 students' research papers presented/published in National and International conferences.
- 119 students and 4 faculty member participated in research project competitions- AVISHKAR.
- Under the guidance of the faculty members, a student of Department of Computer Applications developed-
    - 'Lovincibles', a stickers' app designed for WhatsApp. It is a plug-in for installing the stickers into the WhatsApp stickers' library on the phone. The app is made in Android Studio using java which is available on https://play.google.com/store/apps/details?id=com.kiaanddrew.app
    - 'Lovincibles', top-down endless runner game featuring a player who has to run and avoid different ghosts for as long as possible. This app is made as a light weight game which can run on the phones regardless of the GPU on the phone. It is made in GameMaker IDE using the engine's C based programming language which is available on https://play.google.com/store/apps/details?id=com.thelovincibles.game

The college takes initiatives in creating and developing ecosystems to nurture innovative and creative skills among the students.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 13

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	6	2	3	0

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 4

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**

Response: 4

3.3.1.2 **Number of teachers recognized as guides during the last five years**

Response: 1

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.08

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	00	2	1

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

3.3.3 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: 2.75

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

2018-19	2017-18	2016-17	2015-16	2014-15
9	15	50	58	31

File Description	Document
List books and chapters edited volumes/ books published	[View Document](#)
Any additional information	[View Document](#)

3.4 Extension Activities

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

Response:

The college promotes a strong neighborhood community network through various extension activities. These activities aim at creating community awareness about various social issues and inculcating responsibility among the students to strengthen them as individuals. Faculty members and students actively participate in these activities. These activities deal with social and environmental issues.

Extension activities and their impact:

Student development activities are conducted to support the educational process to enhance the students' academic, social and personal abilities. This motivates and enables the students to face problems that hinder academic success.

Various student clubs such as Jagruti Manch, Sukanya Manch, Photography Club, Young Speakers Club etc. are formed in the college which organize different social activities throughout the year to promote neighborhood community network. These clubs conduct various activities in and off the college campus to spread awareness about the importance of education, health and hygiene, plastic eradication and various

socio-cultural issues through innovative ways like religious preach - kirtan, street play, guest lectures, celebration of birth anniversaries of great personalities, competitions etc. These activities focus on building good citizenship, service orientated approach and holistic development of the students.

Activities conducted by Student Development Cell help students to achieve reconciliation with self and others. The cell organizes competitions, interactive sessions and workshops for the overall development of the students. Student development activities commit to promote a strong neighborhood community network and students' engagement with it, contributing to good citizenship, service orientated approach and holistic development.

The college is sensitive towards social and environmental issues. It takes initiative to create awareness among the students about such issues by conducting various activities for developing themselves as good citizens. These activities help to inculcate the highest set of morals and ethical values among the students.

Impact on students-

- Participation in such social activities results in students' active involvement in community development activities after completion of graduation.

- Alumni take initiatives in organizing similar kinds of activities with social realization.

- They conducted activities like donation of funds, grains and other food items to flood affected people.

- They visited Abhalmaya Old Age Home and orphanages- Nirmal Bal Sansthan and Mother Teresa Kanya Ashram.

- They were **planning to register their NGO- Saath Social Foundation** to carry out social welfare activities.

File Description	Document
Upload any additional information	[View Document](#)

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 4

3.4.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
0	2	1	1	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 43

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

2018-19	2017-18	2016-17	2015-16	2014-15
5	7	18	7	6

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 43.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
569	502	1199	404	859

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 62

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

2018-19	2017-18	2016-17	2015-16	2014-15
25	14	11	8	4

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 21

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

2018-19	2017-18	2016-17	2015-16	2014-15
6	8	3	3	1

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The college campus spreads over 4 acres in a beautiful and peaceful environment ideally situated at the pilgrimage place of Alandi near Indrayani River. It incorporates adequate infrastructure and physical facilities for teaching and learning.

Land details

Plot area: 1 H 64 R (16,400 sq.mt)

Constructed Area: 9071.28 sq.mt.

Infrastructure Facilities available in the college for the academic activities are:

Academics and Physical facilities

- 18 well equipped classrooms with seating capacity ranging from 60 to 120 out of which 15 are ICT enabled. It ensures the comfortable accommodation of the students.

- 11 Well equipped Computer laboratories with air conditioners.

- Well maintained and contemporary laboratories: Electronics-3, Physics-1, Chemistry-1 and Language-1.

- An ICT enabled seminar hall with 240 seats to conduct common guest lectures, seminars, workshops, conferences and other activities.

- 271 computers exclusively for the students with 1:1 student- computer ratio.

- A technologically adept campus: A wired computing network system is in place that allows faculty members, staff and students to connect to the Internet. The computer labs powered by dedicated leased lines (50 Mbps) are open for the students to help them make use of the abundant learning information available on the Internet.

- Library: The college library space is divided into five categories: reading hall, digital library,open-stack, periodical and journal section. It is well equipped with reference books, online databases, journals and periodicals with educational and other general reading materials.

- Faculty Rooms and offices: Every department has a spacious, well furnished and well-ventilated faculty room. Each faculty member has an individual cubicle, shelf space and safety locker to keep confidential papers. The faculty rooms are equipped with furniture, computers with internet facility,

laptops etc. Every faculty room has small round tables with chairs that are used for the counselling of students and parents and also for meetings with visitors.

- Canteen: The college canteen is a popular meeting place for the students. It serves a variety of eatables at moderate rates.

- Student Utility Outlet: The college has outsourced a photocopier outlet to provide photocopy, printing, compiling and binding facilities to the students and staff.

- Parking: The college has separate covered parking in the campus at basement measuring area around 30695 sq ft.

- Girls' and Boys' Common Rooms: Separate girls' and boys' common rooms with adequate facilities are made available to get relaxed and refreshed.

- Meditation hall: The college has made a facility of meditation hall for the spiritual development of the staff and students.

Generator: A standby power generator is provided on the campus to take care of the occasional power shut down due to maintenance or Electricity Board load shedding. Separate room for operating the Generator with 125 KWA capacity (in area 33.6 sq.mt.).

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

The college has adequate facilities to conduct cultural activities, sports (indoor and outdoor), gymnasium, etc.

Sports: Games and Gymnasium:

Sports Ground: 40000 Square Feet

Sports facilities available in the college campus:

Indoor Games:

- Table Tennis

- Chess

- Carrom

Outdoor Games:

Sport	Standards	Actual
Basketball	28mtr x 50mtr	28mtr x 50mtr
Kabaddi	10mtr x 13mtr	10mtr x 13mtr
Volleyball	9mtr x 9mtr	9mtr x 9mtr
Kho-Kho	24mtr x 30mtr	24mtr x 30mtr
Cricket practice wicket	22mtr x 3.66 mtr	Cricket Pitch

Gymnasium:

Gymnasium Area: 236.80 Square Feet

Gymnasium facilities are made available for the students to develop strength and stamina. It is equipped with basic fitness material.

Along with available campus facilities, the college shares adjoining MAEER's MIT Academy of Engineering's (the sister branch) ground for practice and recreation. The college every year organizes M-Pulse, an intercollegiate event in which sports competitions are conducted. Annual sports week is celebrated every year by organizing sports competitions. The college teams do regular practice under the coaching and guidance of the physical director and participate in intercollegiate matches. The college provides travelling and daily allowances to the teams who represent the college in various competitions. Director of Physical Education of the college looks after updating and maintenance of the required infrastructure and facilities.

Cultural Activities:

- NAADBRAHMA – Cultural Group of the college provides a platform to explore artistic talent among the students. It works with a motive to develop the cultural environment in the college.

- Under the guidance of NAADBRAHMA coordinator, students participate in intercollegiate competitions such as One Act Play, Street Play, Dancing, Singing, Firodiya Karandak,Debate and Elocution Competitions etc.

- Separate cultural room equipped with Yamaha Synthesizer, Drum Set has provided for auditions, practices and meetings. This room is located on the second floor with an area of 913.45 Square Feet.

- The college provides financial assistance required for drapery, set design, travelling allowances etc. for those who represent the college in cultural activities.

- Annual Social Gathering "KSHITIJ" provides a platform to exhibit hidden talents of the students

through various competitions like Singing, Dancing, Anchoring, Mimicry and Drama.

File Description	Document
Upload any additional information	[View Document]
Paste link for additional information	[View Document]

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 19

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View Document]
Paste link for additional information	[View Document]

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 242.75

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
186.32	368.67	1056.43	707.49	92.67

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	[View Document]
Upload audited utilization statements	[View Document]
Upload any additional information	[View Document]

4.2 Library as a Learning Resource

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

Response:

The college library is well-equipped and well managed. It continuously contributes in the intellectual as well as all-round development of its users and it inspires them to achieve goals in their lives. It conducts various activities such as library orientation sessions, expert guidance, and demo presentation to access e-facilities. The 'Best Reader award' and 'Library week' are the initiatives taken by the library to motivate students to read. Under Library week, various competitions such as quiz, paper presentation, poster presentation, book and article review, debates etc. are organized. The library provides ample space and comfort to its users. It comprises of Reading Section, Reference Section and Circulation Section. The Library resources of the college include a good collection of the latest books, journals and periodicals. It subscribes to over 74 journals, magazines and periodicals. There are 12718 barcoded books in the Circulation Section catering to the learning requirements of undergraduate, post-graduate students. Online services are provided to the students and the teachers through web based open access catalogue. The library has its own website at https://sites.google.com/mitacsc.ac.in/library/home which provides access to all the resources at anytime from anywhere. Users can browse online catalogues and e-resources from http://150.129.131.246/AutoLibWebOPAC/. All these valuable resources are well organized in the 7746 Sq. Ft. Area under CCTV Cameras. The library provides Scanning services, Reference service, Current Awareness Service (CAS) and Selective Dissemination of Information (SDI) service and internet facility. The library also has subscribed online journals and e-books of DELNET and INFLIBNET (N- LIST). It has taken Institutional Membership of other libraries.

- Name of the ILMS software : Auto-Lib NG

- Nature of automation : Partial

- Version : NG

- Year of Automation : 2012

The college library uses an Auto-lib NG software package which is integrated multi-user, multi-tasking library information software that supports all in-house operations of the library. The software has all inbuilt facilities required for library automation. The library has availed service package as mentioned below:

1. Acquisition

2. Catalogue

3. Circulation

4. Serial Control

5. Web OPAC

6. Report Generation

The database of books available in the library is being updated on a day to day basis.

Name of the Software vendor, Address & Contact	Date of Purchase /Year	Version (upgrade)
Vedant Software Solution 925A, Trikaya House, DeenDayal Hospital Lane, TukaramPadukaChowk, FC Road, Pune-411 004 Mob: 9422317222	14th Feb 2012	Auto Lib
AkashInfotech(Vedant Software Solution) B1-401, Prism, Sr No. 6 (Part) + 7, Aundh Spicer College, Pune – 411007. Mob: 9422304442, 9822835777	12th June 2015	Auto Lib NG (Next Generation)
AkashInfotech B1-401, Prism, Sr No. 6 (Part) + 7, Aundh Spicer College, Pune – 411007. Mob: 9422304442, 9822835777	29th June 2017	Auto Lib NG with Web OPAC
User Tracking Software, Softech Solutions & Services, Manisha Apt, Yashwant Nagar, Talegaon, Pune, Maharashtra. Mobile no: 7387932700, 9850098707	27th Dec 2018	User Tracking Software New Version
D Space Institutional Repository Software Installed by,	30th June 2019	Updated Version

Softech Solutions & Services, Manisha Apt, Yashwant Nagar, Talegaon, Pune, Maharashtra. Mobile no: 7387932700, 9850098707		

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. **e-journals**
2. **e-ShodhSindhu**
3. **Shodhganga Membership**
4. **e-books**
5. **Databases**
6. **Remote access to e-resources**

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	[View Document](#)
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 5.28

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
7.3	4.92	6.87	5.82	1.5

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	View Document
Audited statements of accounts	View Document

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

Response: 10.44

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

Response: 199

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Upgradation of IT facilities is continuously done to match with the current trends to provide better learning experiences and smooth administration. Over the years, the college has upgraded hardware, software and allied IT facilities according to the requirements. The details of up gradation of these facilities are as given below:

- To maintain the efficiency in work, the RAM of computers was upgraded from 1GB to 2GB for 60 PCs. on 02-04-2017 as the number of software programs increased on PCs.

- To overcome connectivity problems in PostgreSQL & PHP and inaccessibility of Apache Web Server, Linux operating system was upgraded from Fedora to CentOS on 19th June 2017.

- Number of Quick heal license was increased from 250 to 300 on 19th June 2017 as the number of PCs increased.

- As per the students' demand observed in the feedback, Wi-Fi facility is made available in the campus. It has made easy and convenient to access e-learning resources.

- Laptop, Computers and Projectors with internet connectivity are made available.

Financial Year	IT Facilities	
2014-15	Specification	Quantity
	Desktop Computers	40
	Printers	1
	Portable HDD	1
	Portable DVD	1
	Network Switch	5
	Modem	1
	Server	1
	Dot Matrix Printer	5

Financial Year	IT Facilities	
2015-16	Specification	Quantity
	Desktop Computers	35
	Laptop	6
	Printer	6
	Web Camera	1
	Projector	2
	Xerox Machine	1
	Network Switch	1
	Lamination Machine	1
	RAM	60
	Table Mic	1
	Cash Counter	1

Financial Year	IT Facilities	
2016-17	Specification	Quantity
	Desktop Computers	60
	Scanner	1
	Headphone	5
	Network Switch	19
	Sonicwall	1

Financial Year	IT Facilities	
2017-18	Specification	Quantity
	Printer	1
	Network Switch	1
	Server	2

Financial Year	IT Facilities	
2018-19	Specification	Quantity
	Headphone	20
	Laser Pointer	1
	Telephone	83

Wi-Fi Unit	4
CCTV	35
Photo camera	1
Xerox Machine	1
Network Switch	8
Bio-Matrix	2
ID-printer	1
EPABX Machine	1
Mic System (WL)	1
CCTV (NVR)	2

Regular updating of IT facilities by the college brings out the smoothness and efficiency in the academic and administrative activities.

File Description	Document
Upload any additional information	[View Document]

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

Response: 7.1

File Description	Document
Upload any additional information	[View Document]
Student – computer ratio	[View Document]

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Upload any additional Information	[View Document]
Details of available bandwidth of internet connection in the Institution	[View Document]

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 13.66

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)

2018-19	2017-18	2016-17	2015-16	2014-15
10.46414	83.81298	39.71949	9.81585	10.80038

File Description	Document
Upload any additional information	[View Document](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View Document](#)
Audited statements of accounts	[View Document](#)

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

Response:

The college has established policy and procedures for maintaining and utilizing physical, academic and support facilities to ensure proper allocation and optimum utilization of resources for smooth conduct of academic and administrative activities.

Utilization and Maintenance:

Policies related to renovation, alteration, and improvement of the existing infrastructure and equipment are decided by the Management. These ensure that equipment is always in ready and reliable condition and well calibrated to provide good quality outputs.

The checklists of maintenance are prepared at the beginning of every semester.

- Separate registers are maintained to book common resources and facilities e.g. booking of seminar hall, sound system etc.

- Estate Supervisor looks after the maintenance of physical Infrastructure.

- System Administrator looks after maintenance of IT equipment like computers, printers, replacement of tonners, software problems, networking problems.

- Maintenance of the laboratory is done before commencement of every semester, as and when required.

- Calibration of instruments is carried out at the beginning of every semester.

- Annual stock verification is done yearly and if any loss or damage is observed, proper action is carried out.

- Heads and faculty members in the departments are lookafter for proper use of equipment and their maintenance.

- Sports facilities are used for sports education, training, competition, and recreation. Rules are designed to avail sports facilities. Sports leader is appointed for every game to look after issue and return of the equipment. The sports equipment issue registers are maintained.Stock books of sport equipment are maintained and checked monthly.

- The schedule of the gymnasium is designed and followed. A gymnasium register is maintained.

- Consumable and non-consumable items are maintained e.g. cleaning and oiling of gymnasium equipment, gutting the edges of cricket bats etc.

- Easily accessible classrooms are allotted to the class in which "Divyang" student has enrolled.

- For the optimum utilization, the laboratory schedule is designed and followed. In free sessions, faculty members and students use laboratories for their study or research work.

- AMC is signed.

- To clean water tanks every month.

- To refill printers and to repair computers.

- To control the pest.

- To support admission software. (Mahasoft Technologies)

- To support examination result software.

- The following appointments are done:

- Technical staff: for the maintenance of IT infrastructure and Electrical fittings and appliances.

- Plumber: for maintenance and regular upkeep of water supply lines, taps etc.

- Electricians: for the replacement and fittings of tube lights, bulbs, switches, MCB boxes.

- System administrator: to take care of issues of internet, software and network security.

- Laboratory assistants: to look after the maintenance of laboratory equipment.

- Housekeeping agency: for routine housekeeping activities.

- Estate Supervisor: to look after the maintenance of physical facilities.

For other maintenance work like carpentry, plumbing, welding etc. the college takes help of sister concern. For any other maintenance work, the college takes help of professional skilled workers from outside as per requirement.

File Description	Document
Upload any additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 2.96

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2018-19	2017-18	2016-17	2015-16	2014-15
37	15	38	80	63

File Description	Document
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 1.5

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2018-19	2017-18	2016-17	2015-16	2014-15
41	40	27	17	6

File Description	Document
Upload any additional information	[View Document](#)
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

> 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
Details of capability building and skills enhancement initiatives (Data Template)	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 56.78

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

2018-19	2017-18	2016-17	2015-16	2014-15
1734	1250	1111	659	211

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.5 The Institution has a transparent mechanism for timely 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
Upload any additional information	[View Document](#)
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 32.21

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
166	157	154	143	89

File Description	Document
Self attested list of students placed	[View Document](#)
Details of student placement during the last five years (Data Template)	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 45.75

5.2.2.1 **Number of outgoing student progression to higher education during last five years**

Response: 253

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 100

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

2018-19	2017-18	2016-17	2015-16	2014-15
36	13	9	14	4

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
36	13	9	14	4

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 25

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

2018-19	2017-18	2016-17	2015-16	2014-15
4	5	6	6	4

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document

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

Response:

The college supports students to acquire meaningful learning experiences at the campus and to facilitate their holistic development and progression.

Processes and norms as laid down by Savitribai Phule Pune University (SPPU) are followed while selecting the student representatives for the committees formed for administrative, co-curricular and extracurricular activities.

Student Council:

Student Council consists of the General Secretary, Sports Secretary, Cultural Secretary, Ladies Representatives and Class Representatives. It functions as a key mediator between the students and the management by making possible students' representation and engagement in:

- Promoting a conducive environment for educational and personal development.

- Developing cordial relationships and respect among the college community.

- Presenting and working on students' concern for their welfare.

- Participating actively in the organization of co-curricular and extra-curricular activities.

College Development Committee:

Student members of the committee share their ideas for overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth, and enable the college to foster excellence in various activities.

IQAC:

IQAC considers the opinions of the student nominee in the development and application of quality benchmarks /parameters for various academic and administrative activities of the college.

Student Development Advisory Committee:

The student members of the committee actively contribute in the organization and implementation of SPPU sponsored student development schemes and other activities.

Placement Committee:

Students from the final year of each program are appointed as a placement coordinator. They coordinate between the students and Training and Placement Cell for smooth functioning. The cell informs the coordinators about the activities the same is communicate their respective classes .

Anti-Ragging Committee:

Senior students who are well versed with the college culture are appointed as students' representatives. They work as the mediators and convey the students' issues, if any, to the committee.

Internal Complaint Committee (ICC):

As per the norms two girl students are part of the committee.

NSS Advisory Committee:

Student members of the committee help the NSS officer in the organization of activities and special camping programmes.

Canteen Food Inspection Committee:

Student members of the committee share their suggestion for the maintenance of quality, hygiene and discipline in the canteen.

Magazine Committee:

Student members of the committee are actively engaged in the preparation of the college magazine. They express their ideas through various forms of writing and also encourage other students for the same.

Centre for Lifelong Learning and Extension:

Student members of the committee coordinate the sessions organized for the development of human resources.

Annual Social Gathering:

Student members of the committee and Student Council jointly work for organizing sports and cultural activities during Annual Social Gathering.

M-Pulse, the flagship event of the college is organized with the great contribution of Student Council and student representatives.

Students are actively engaged in the activities run by various student clubs in the college.

The active participation of the students in administrative, co-curricular and extracurricular activities help to understand their perspectives. This collaborative environment develops students' strong bonding with the college. It also contributes in enhancing students' various skills and competencies.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 13.2

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
13	11	17	15	10

File Description	Document
Report of the event	[View Document](#)
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	[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 college has a registered Alumni Association-Maitree. It provides a forum for the alumni for exchange of ideas on academic, cultural and social issues of day to day.

Maitree: Alumni Association

Year of registration: 2016

Motives:

- The Association works to promote and foster mutually beneficial interactions between the alumni and current students of the college.
- It also extends support to the placement opportunities and industrial training for the students.

Membership:

Final Year passed out Graduate students of the college register themselves for the membership of Maitree: Alumni Association.

Meetings:

The meetings are conducted twice in a year.

The alumni network helps us to remain agile and responsive to the needs of the industry through the interactions between industry and the college. The Association members contribute in making the students aware about the current industry scenario and various career options.

- The Association members deliver lectures on various topics to our students.

- They conduct workshops and career guidance sessions to enhance students' employability.

- They also train our students to perform well in cultural and sports activities.

- They are invited as a judge to evaluate cultural and sports competitions.

- They are well connected with their respective departments.

- They keep sharing their experiences to guide the students.

The significant contribution of Alumni Association fosters mutually beneficial interactions between the alumni and the college.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

The governance of the college is reflective and in tune with the vision and mission of the college. The formal and informal arrangements in the college to coordinate the academic and administrative planning and implementation reflect the efforts taken by the college to achieve its vision.

Vision Statement:

To develop the Institute into a world-class learning centre with an excellent ambience for academics and research conjugated with a vibrant environment for honing the extra and co-curricular skills of all its stakeholders to enable them to meet the challenges of the fiercely competitive world.

With the vision to develop the college into a world-class learning center with an excellent ambiance for academics and research, the college endeavors to implement governance policies effectively. This helps to impart education with excellence by developing the qualitative teaching-learning and research environment, honing the extra and co-curricular skills of all its stakeholders. The college is committed to enable its stakeholders to meet the challenges of the fiercely competitive world.

Mission Statement:

To aspire and strive for excellence in education and research by developing and sharpening the intellectual ability and potential of learners for the welfare and prosperity of society and stakeholders.

The college functions with the mission to aspire and strive for excellence in education and research. The efforts are made to develop and sharpen the intellectual ability and potential of learners for the welfare and prosperity of the stakeholders and society. With this view, the college organizes various programs in a different range of subjects to enrich academics by bridging the gap between theoretical and practical knowledge.

Nature of Governance:

The college follows a participatory mode of governance. The management delegates authority to the Principal and Project Director of the college who in turn share it with different heads. The heads of department, the conveners of the various committees, faculty members and student representatives are involved in the governance whereas final approval authority lies with the Principal and/or Project Director.

Perspective plans:

1. To develop, strengthen and implement academic programs that are responsive to the college vision and mission.
2. To enhance the college infrastructure to accommodate the increase in intake, developments in academics and research, advancements in technology.
3. To promote and sustain a campus environment that supports a high quality of life, learning, and research culture.
4. To improve academic interaction and participation at national eminence to facilitate learning, innovation, and research.

Participation of the teachers in the decision making bodies of the college:

Most of the faculty members being either conveners or members of various committees get involved in the decision-making process and its successful execution.

The college has an excellent reputation as a leader and pioneer in spreading education to a wide community, which is the result of the governance of the college in tune with its vision and mission.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

The college follows the principle of decentralization to create a conducive environment for the smooth functioning of the academic and administrative process. Flexibility is followed in the delegation of authority to achieve both efficiency and effectiveness. The college believes that participative management is the key aspect for empowering human resources from top-level to lower level. The hierarchy of the college reflects the decentralization practice.

Decentralized and participative management of the college helps in managing resources in an efficient and effective way. The following case study exhibits the same.

- **CASE STUDY: Purchase Procedure - Computers for Laboratory**

The objective of decentralization and participative management is explained with the decisions regarding the purchase of goods and services. For example, the Purchase Committee is involved in the purchase of computers for the students and faculty members. The following is the process:

Purchase Procedure

Step:VIII Delivery of Product

Step:I Consultation with Student

Step:II Purchase Requisition from Faculties & Heads

Step:III Authority Approval

Step:IV Concerned Head

Step:V Call for Quotations

Step:VI Meeting Held for Finalizing Vendor

Step:VII Purchase Order

Step I: Consultation with Students

Under the process of idea generation from internal and external resources, students are consulted. The student's feedback, computer expert's opinion, and sanctioned budget all are taken into account to calculate actual requirements of computers in consultation with the Heads of Department, faculty members, Computer Lab In charges, and Lab assistants.

Step II: Purchase Requisition from Head of Departments

Heads of department give the requisition for the computers as per their requirement of lab practical sessions, students' strength, batches, etc. (In consultation with faculty members, the accounting department, etc.)

Step III: Authority Approval

Requisition sent for the final approval to the authorities- principal/management of the college. The principal/management has the right to give the final approval to the requisition.

Step IV: Concerned Head:

Approved requisitions are sent to the concerned head for further process. On the recommendation of the

department head, an authorized person or store in charge does process for a final decision regarding purchase.

Step V: Call for quotations

As per the requirement received, quotations from different vendors are collected and presented in the meeting.

Step VI: Meeting held for finalizing Vendor

The authorized person or store in charge then calls a meeting of the members of the purchase committee. The quotations are discussed, compared and the most suitable vendor is finalized to place an order.

Step VII: Purchase order

Once the vendor is finalized, the storekeeper approaches the finalized vendor and prepares the purchase order. The purchase order is duly signed by the members of the purchase committee and has final approval from the top management authority of the college. After getting signed by all the mentioned authorities, the order is placed by the store in charge of the finalized vendor.

Step VIII: Delivery of Product

The order is delivered by the vendor within a stipulated time period.

This is a fine case study that shows how the policy of decentralization and participative management is followed where stakeholders from a higher level to the lower levels are involved in the process.

File Description	Document
Upload any additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The college was established as a learning center in 2007 with the motive to facilitate learning opportunities to rural students and to impart knowledge for their development. The college strives towards excellence by developing top-notch learning centers with unbeaten infrastructure for academics and research aspirants for their overall development. It firmly believes in the principle of inclusion and equal opportunity for all. The college plans with different strategies to achieve its goals which reflects in the institutional perspective plans. The perspective plan is designed by considering the increase in the number of students' enrolment.

Every year the Local Management Committee/College Development Committee (LMC/CDC) discusses the development and consistent growth of the college. LMC/CDC passed the resolutions for future action plan. The action plan is emanated at the college level and finalized at the management level. Under the leadership of the Principal, formulated action plan is allocated to respective implementing departments and thus become a part of the college perspective plan.

Perspective Plan identifies the following targets:

1. Develop, strengthen and implement academic programs that are responsive to the college vision and mission and are systematically reviewed for sustained quality, relevance, and excellence to meet the challenges of a competitive global environment.
2. Augment the college infrastructure to accommodate increased intake, research, economic development, technological advancement and to contribute to the enhancement of quality of life in the region.
3. Promote and sustain a campus environment that supports a quality of life, learning, and research culture that positively impacts retention through graduation and produces knowledgeable and culturally competent citizens able to lead effectively and compete globally.
4. Improve academic interaction and participation of colleges/institutes/universities of national eminence in order to facilitate learning, innovation, and research.

Construction of Building:

The college building is a result of the Perspective Plan.

On 10th June 2011, the Local Management Committee (LMC) scheduled a meeting with the agenda of construction of a new building. LMC recommended constructing a new building for the college as early as possible considering the college's natural growth.

On 8th December 2011, the LMC Meeting was held to discuss the same matter and all the members of LMC passed the resolution that the college would prepare a proposal and forward it to the MAEER'S office for final approval.

The college successfully implemented the 2011 perspective plan and in the academic year, 2016-17 got access to the new building. The campus is well equipped with adequate teaching-learning facilities viz. spacious classrooms, library, reading hall, laboratories, LAN connectivity, Wi-Fi, electricity back up, etc.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

The functioning of the college bodies is effective and efficient and it is visible from the policies, administrative setup, appointment and service rules, procedures etc.

Policies: The college has designed policies on the basis of vision and mission of the college for smooth functioning.

The college has a College Development Committee which is constituted as per Maharashtra University Act, 2016. The committee decides strategies regarding academic issues, budget, infrastructure, etc. The committee meets at least twice in a year, overviews progress, discusses the areas to strengthen and plans

for further development of the college.

Administrative Setup:

The college follows the principle of decentralization in its functioning which diversifies the activities and helps to have everyone's active involvement. Its administration is an outcome of coordinated efforts of Executive Director, Project director, Principal, Teaching, Non-teaching staff, students and co-operation and support of all its stakeholders in pursuit of the vision and mission.

The Principal in consultation with Management retains primary responsibility for financial accountability. Accordingly, the project proposal is developed and expenditure is approved. It is ensured that expenses incurred are allowable, reasonable, and allocable to the project.

The general management and administration of the college is vested with the principal. Under his administration, IQAC performs a crucial role in the smooth functioning of various college committees, departments, support services and human resource departments by ensuring efficient and coordinated efforts by the chairman and members of the committees and departments.

The administrative setup and its chain of command is described below in the Organogram.
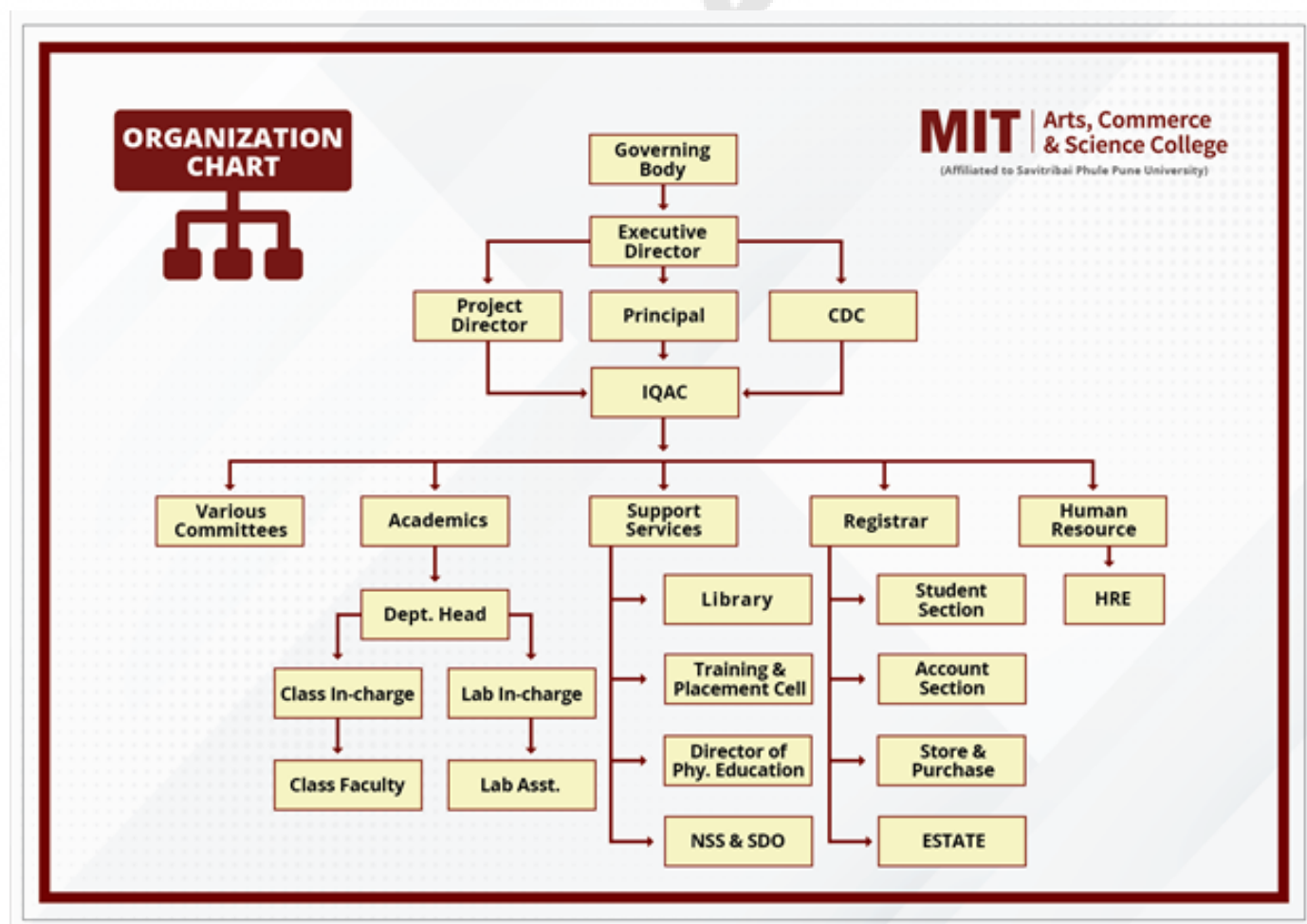
Recruitment (Appointment and service rules, procedures):

The college has a well-defined recruitment policy and procedure as described below:

- Heads of Department fill the manpower requisition form and submit it to the Human Resource Executive (HRE). HRE reviews the requisition and assigns appropriate title according to the job specifications in consultation with the competent authority.

- The Executive Director (or the competent authority appointed on his behalf) approves manpower requisition.

- HRE drafts the job advertisement, gets it approved by the Executive Director (or the competent authority appointed on his behalf) and posts it online and/or in print media.

- As per the regulation of University Grants Commission and government of Maharashtra, HRE prepares a list of interview panels.

- The interview panel conducts the interview and selects the suitable candidate as per the norms and recommends it to the governing body.

- Then the Executive director (or the competent authority appointed on his behalf) appoints the suitable candidate.

Service rules, procedures, recruitment, promotional policies are well defined in the Human Resource Manual of the college and followed accordingly.

The college works in an organized manner to attain the desired goals with the help of effective and efficient functioning of its bodies.

File Description	Document
Upload any additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

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	[View Document](#)
Details of implementation of e-governance in areas of operation, Administration etc	[View Document](#)
Any additional information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The college provides welfare facilities to the teaching and non-teaching staff to keep their motivation levels high enough. Welfare measures help in maintaining their morale and motivation high so as to retain them for a longer period. These measures are taken to develop the quality of life of the teaching and non-teaching staff and keep them satisfied and contented so that efficiency, effectiveness, and productivity can be enhanced to accomplish the goals of the college. Some of the welfare measures provided by the college are listed below:

1. Policy for concession in tuition fees.
2. Policy for an advance against salary to the teaching and non-teaching staff.
3. Employee Death Benefit Policy.
4. Loan facility to the teaching and non-teaching staff through MIT Employee Society, Pune.
5. Diwali gift to consolidated salary holders for Class III and Class IV employees base on the criteria decided by the managment..
6. Financial support to medical treatment by collecting contributions from the teaching and non-teaching staff and the management.
7. Time relaxation to women employees after maternity leave.
8. Early going and late coming facility to fulfill the parental/family responsibilities by prior permission.
9. Support and adjustment of work responsibilities of the teaching and non-teaching staff who attend Orientation/ Refresher Programs, short-term courses, faculty development programs, Ph. D./M. Phil./Project/other research work.
10. Sharing information related to up-gradation of knowledge, research opportunities, and funding sources, online/off-line learning resources, etc.
11. Well-equipped, clean, and hygienic work place.
12. Summer vacation, casual leave, medical leave facilities.
13. Facility to suggest books and journals to the library as per the need and provision to access the resources from British Council Library, Pune and Jayakar Library, Pune.
14. Traveling allowance, Provident Fund share by the college, increment as per the appraisal score.
15. Programs to create physical and mental health awareness.
16. Appreciation of the teaching and non-teaching staff for successful completion of five and ten years.
17. Best Teacher and Best Supportive Staff Award for the best services given by the teaching and non-teaching staff.

The welfare measures into action:

Some of the incidents are given below where the college teaching and non-teaching staff have been benefited.

- Contribution in the form of money was collected from the teaching and non-teaching staff of the college and donated to the peon for his son's medical treatment.
- The workload of the teaching staff is adjusted when they are on duty or on medical leave.
- Advance against salary is given to the applicants.
- The teaching and non-teaching staff avails Internet and Wi-Fi connection.
- Guidance programs on stress management, physical exercise are organized.
- The college takes these welfare measures to improve the intelligence, morality, and standards of living of the teaching and non-teaching staff which in turn helps to improve their efficiency and productivity.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 17.91

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**

2018-19	2017-18	2016-17	2015-16	2014-15
13	04	12	13	10

File Description	Document
Upload any additional information	[View Document](#)
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 5.8

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

2018-19	2017-18	2016-17	2015-16	2014-15
9	8	9	2	1

File Description	Document
Upload any additional information	[View Document](#)
Reports of Academic Staff College or similar centers	[View Document](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 23.87

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

2018-19	2017-18	2016-17	2015-16	2014-15
17	28	12	13	3

File Description	Document
Upload any additional information	[View Document](#)
Details of teachers attending professional development programmes during the last five years	[View Document](#)

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

Response:

The college has an annual performance appraisal scheme for the teaching and non-teaching staff which helps to measure their performances throughout the year and to know their future plans. This scheme is described below:

Annual Performance Appraisal Scheme

Purpose and Need:

- To set goals and expectations.
- To view performance snapshots at various levels.
- To trend the performance of the selected individual.
- To set a benchmark against the goals.
- To assess the current situation and determine root causes of identi?ed problem areas.
- Assist new teachers to achieve their full potential.
- To promote professional growth.

Eligibility:

- Employees completing 10 months and above of continuous service without any break as of May 31st of the year.

Performance Appraisal Period:

- From June to May.

Performance Appraisal Process:
Performance of teaching staff is calculated on the basis of Academic Performance Indicators (APIs) and performance of non-teaching staff is calculated on the basis of Key Result Areas (KRA's). The appraisal form is prepared as per the guidelines and approved by the Executive Director.

The teaching staff appraisal form has three categories:

- Category I measures contribution in teaching, learning, and evaluation.
- Category II measures contribution in co-curricular, extension, and professional development.
- Category III measures contribution in research and development.

The non-teaching staff appraisal form has three categories:

- Category I measures the contribution to organizational goals.
- Category II measures the contribution to institutional goals.
- Category III measures the contribution to departmental goals.

In the month of January HRE gives appraisal forms to the Heads of Department (HODs) by the Principal order. HODs distribute these forms and to their department members and give a deadline for the submission.

Figure Performance Appraisal Process

SELF EVALUATION
Appraise to
fill up the
Appraisal Form

PAY
Planning, Processing
& Communication
Accounts & HR

EVALUATION
EA to complete
the evaluation

1
6   2
5   3
4

REVIEW
Executive Director
to approve the
institutional
proposal of
assessment

REVIEW
Appraisal committee
to complete the
Review Process

FINALISATION
Head of Institutions
to submit the Final
Evaluation
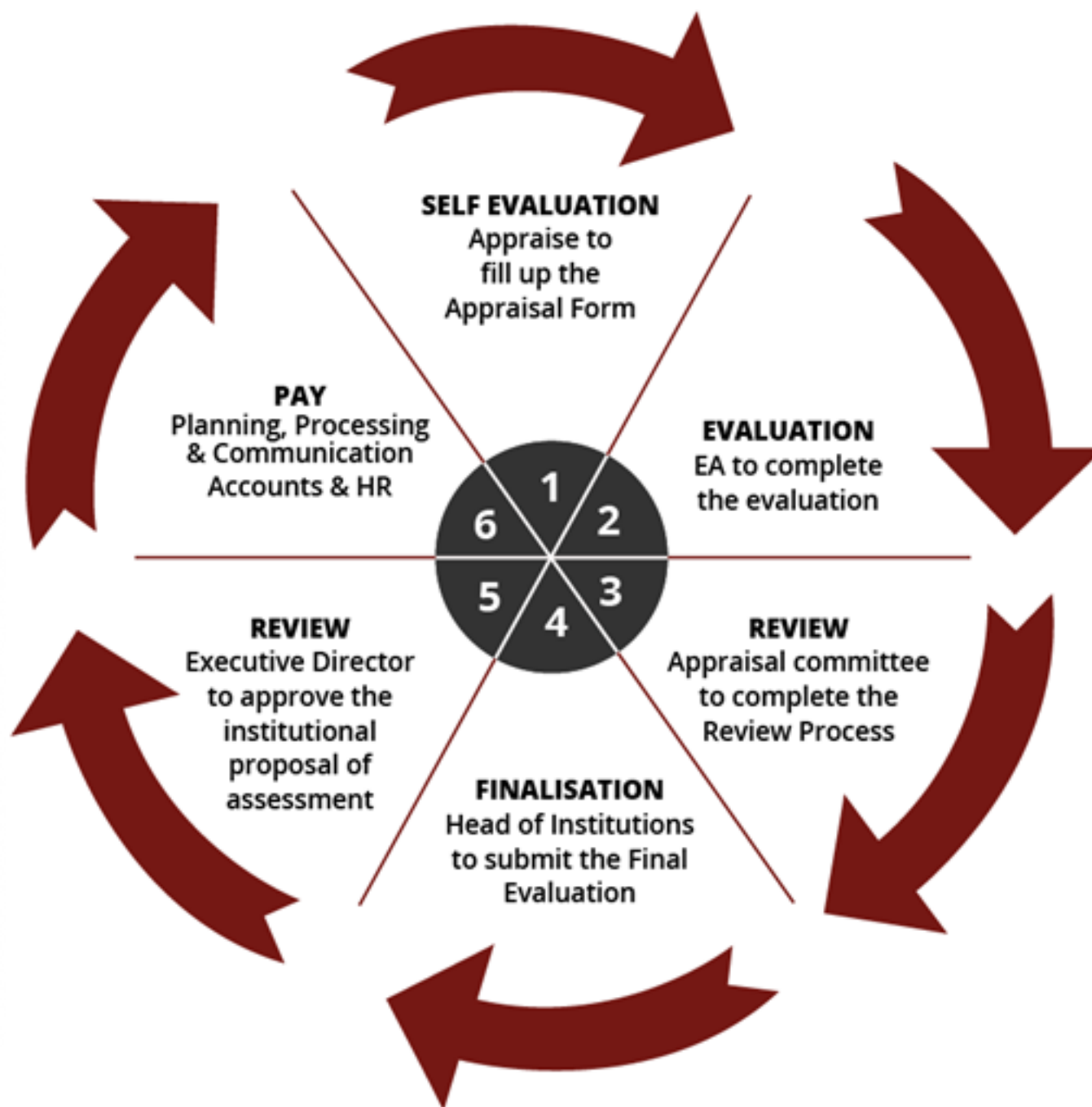
Step-1: Self Evaluation:

- Once the form is received, the appraisee fills it, encloses required documents, and submits it to the respective authority.
- The department members submit self-evaluation forms to their HODs.
- The HODs submit their own self-evaluation forms to the Principal.

Step-2: EVALUATION:

- After receiving forms from the appraisee, evaluating authority completes the evaluation.
- HODs evaluate their department members' forms and submit them to the HRE.
- The principal of the college evaluates HODs' and Section Heads' appraisal forms.

Step- 3: REVIEW:

- An appraisal interview is conducted to assess the performance of the appraisee by the appraisal committee.
- The appraisal committee for department members includes the Principal and Head of the respective department.
- The appraisal committee for HODs and Section Heads includes the Principal and an external member.
- The committee member submits their reports to the Principal.

Step-4: Finalisation:

- The Principal of the college submits the final report of the teaching and non-teaching staff appraisal to the Executive Director.

Step-5: Approval:

- The Executive Director approves the proposal of the teaching and non-teaching staff appraisal.

Step-6: Pay:

- After receiving approval from the Executive Director, the Principal asks HRE to distribute appraisal letters to all the staff, and accordingly, instructions are given to the accounts department regarding increment in the salary of the teaching and non-teaching staff.

File Description	Document
Upload any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college believes in financial transparency and effective governance. With these beliefs, the college conducts internal and external financial audits every financial year. The college has internal and external audit mechanism as per the rules and regulations laid by the Society and Charitable Trust Act. The parent body of the college has appointed qualified professionals for both internal and external auditors to verify and certify the financial statements.

The External and Internal Auditors of the college are:

1. Mr. Mishra & Firke Associates
2. Pradeep K. Lodha & Co.
3. Mr. A. H. Joshi & Co.
4. Munde & Shah Associates

The internal and external audits are independent functions of management that entail the continuous and critical appraisal of the functioning of the college, with a special focus on possible areas for improvement seeking ways to strengthen and add values to the efficient governance mechanism.

Audit Coverage:

1. Income and Student Section Audit:

- Tuition fees and other miscellaneous receipts.
- Fee concession, Social welfare scholarships.
- Fees collection from students.
- Review of various grants received from UGC, University, etc.

2. Expenditure Audit:

- Review of payment vouchers signed by the college Accountant, Registrar, and finally approved by the Principal/Director.
- Verification of Cash expenditure.
- Verification of Bank Expenditure.
- Monthly Bank Reconciliation statements.
- Review of bill passing process.

3. Finance and Accounts Audit:

- Review of Maintenance of books of Accounts.
- Cash verification viz. petty cash book.
- Recoveries from staff, third party, etc.
- Review of Inter-institutional transfer and adjustments.

4. Statutory Compliances Audit:

- Review of TDS payments and filing of E- returns.
- Review of Provident Fund payments and filing of e-returns.
- Review of GST Payments and filing of e-returns.
- Review of Professional Tax payments and filing of e-returns.

5. Stock Audit:

- Review of maintenance of dead stock and consumable register.
- The review process of monitoring stock.

6. Physical Assets and its verification Audit:

- Review and verification of physical assets.

7. Human Resource Audit:

- Review and verification of payroll system.

- Review of maintenance and process of HR records.

The mechanism for settling Audit Objections:

1. **Spot disposal during the audit:** Audit observations are settled during the audit process. If any queries are further raised by the auditor, necessary rectification is done by the auditee.
2. **Settlement through compliance report:** Audit observations are settled as per the rules and regulations. In case of serious audit observation, compliance reports are sent to the Auditor and Audit cell for further process.

The college regularly carries internal and external audit to maintain accuracy and transparency in its transactions.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	[View Document](#)
Annual statements of accounts	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college is permanently unaided, self-financed, and affiliated to Savitribai Phule Pune University, Pune (SPPU). The college generates revenue by running undergraduate and postgraduate programs. It has

mechanisms to monitor the use of available financial resources.

There is a clear, systematic, predictable, and well coordinating approach for soliciting, acquiring, and utilizing resources.

Mobilization of Funds:

The college has established procedures and processes for planning and allocation of financial needs. It has developed strategies for mobilizing resources that ensure transparency in its financial management.

The college generates the funds from different sources:

Sources of Funds:

- Fees were collected from the students.
- Parent Institute (MAEER) contributes major funds for infrastructure.
- Financial assistance from SPPU under quality improvement program for conferences, seminars, workshops.
- Financial assistance from SPPU for Sports Development.
- Financial assistance from SPPU under Earn and Learn Scheme, Student Development Cell, and National Service Scheme.
- Grants from Board of Colleges and University Departments (BCUD), SPPU.
- Examination Grants from SPPU, and financial assistance received under SC/ST/OBC scholarship from Government.
- Infrastructure to conduct various examinations such as MPSC, UPSC, etc.

Mobilization: All the revenue is deposited to our parent body i.e. MAEER. The budget is prepared by heads of all the departments, recommended annually by the Principal, and approved by the College Development Committee and MAEER. Income and Expenditure are compared and analyzed. Generally, the recurring expenses and capital expenditures are projected within the budgeted resources of the college. The monthly requirement of funds is given to the parent body in advance. Vouchers for expenses are routed through the Accountant, Registrar, and Principal/Director for necessary control, and funds are sanctioned and received accordingly. The Accounts department takes care of the collection of tuition fees, salaries of teaching and non-teaching staff, tax payments, and vendor payments prepare purchase orders for the laboratory equipment, teaching aids, furniture, and the facilities, payment of bills, and maintenance of the department budget allocation and expenditure, etc. The income and expenditures of the college are subjected to regular internal and external audits.

Optimal utilization of Resources:

The college utilizes human and physical resources optimally. It selects the best possible alternate use from out of various uses.

Human Resources: The college makes use of the skills, knowledge, and expertise of human resources. They are engaged in various activities according to their interest and availability. All of them jointly work to complete the assigned task.

Physical Resources: The physical resources of the college are used with proper planning. While preparing the college timetable, proper care is taken to keep all the classrooms and labs engaged with free slots for the students to practice. The other resources are used optimally.

Physical and human resources are used collaboratively to fulfill the college's needs.

The mobilization of funds and optimal utilization of resources result in the smooth functioning of the college.

This diagram needs to be explained. (It is not explained in the given answer)

The following matrix describes the effective and proficient utilization of resources

Planning	**Budgeting**
Mobilisation of Resources and Optimum Utilisation of Resources	
Monitoring	**Evaluating**
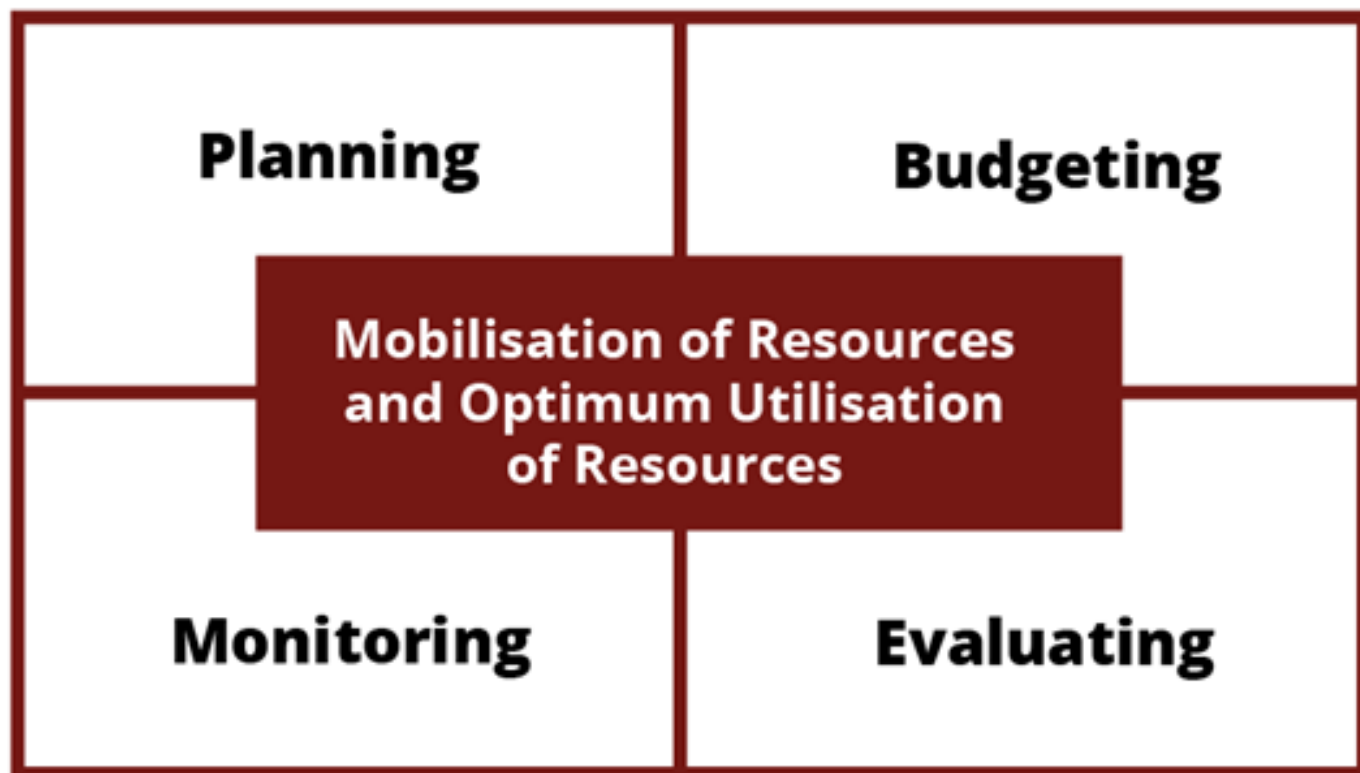
File Description	Document
Upload any additional information	[View Document](#)

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

Response:

The college has formed an Internal Quality Assurance Cell (IQAC). It looks after the quality development, sustenance, performance measurement, and its evaluation as a continuous process. Internal Quality Assurance Cell contributes significantly by institutionalizing quality initiatives such as:

- Academic and Administrative Audit.
- Participation in NIRF and rankings like INDIA Today - MDRA, Knowledge Review.
- Well-defined policy, process, and procedures for various committees.
- Strengthening research among faculty members and students in collaboration with the Research and

Development Committee.
- Organizing In-house Faculty Development Programs and Staff Academy lecture series.
- Academic and Annual planning.
- Documentation methodology (Online / Hard copy).
- Result and feedback analysis.
- Reframing the questionnaire of the feedback for alumni, parents, and employers.
- Exit feedback from outgoing students
- Feedback from teachers.
- Jagruti Manch - Environment sensitization and Sukanya Manch - Gender sensitization.

Significant contribution of IQAC is elaborated with the following two examples.

Institutionalization of quality initiatives:

1. Faculty Development Program (FDP - In House) and Staff Academy lecture series

The Faculty Development Program Committee and Staff Academy are constituted to support faculty members in their efforts for maintaining and enhancing effectiveness in their teaching by keeping abreast of developments in their own discipline and by fulfilling academic responsibilities. It helps to encourage creativity and the use of various tools and technologies for innovative teaching. It also helps to develop teaching-learning materials and to use online e-Resources for effective teaching. Staff academy organizes knowledge sharing sessions in which faculty members share learning after they attend a workshop/conference/seminar.

2. Feedback

Knowing students' views through feedback on the teaching-learning process has been a regular practice of the college since its inception. In continuation to this, IQAC has started to collect feedback from the outgoing students to keep a track of their future plans along with their views on the curriculum, placement, and the activities conducted for the overall development. IQAC initiated to study teachers' views on various aspects such as curriculum, environment, and the facilities available in the college. Considering various aspects, the feedback forms of parents, alumni, and employers are modified.

On the basis of the feedback received, IQAC has given some recommendations for improvement such as starting of Add-on/Certificate courses, Wi-Fi Zone for the students.

The active involvement of IQAC in the functioning of the college has helped to plan, organize, implement and evaluate the work of all the staff members to achieve expected outcomes.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives   )

Response:

The college strives for quality in the administrative and academic domains. The college reviews the teaching-learning process to identify the learning outcomes. IQAC plays an important role in quality assurance.

IQAC does an academic audit for quality assurance and enhancement in academic activities. The academic audit is a step taken to evaluate every stakeholder independently. It is done by external and internal auditors.

The attainment of learning outcomes is calculated to know the progress of the students and accordingly teaching methodologies and materials are updated.

Examples of the college reviews and implementation of teaching-learning reforms facilitated by IQAC:

1. Beginning of two new programs:
Until 2013-14 B.Sc. (Computer Science), BBA (CA), BBA, B.Com.,B.A.MCA(Commerce) and M.Sc(Computer Science) programs were run by the college. The college started programs- BBM (IB) in 2014-15 and B.Sc. in 2017-2018.

2. Identification of Slow and Advanced Learners
IQAC suggested designing a policy for the identification of slow and advanced learners. Accordingly, the policy was designed and implemented. It has been observed that the measures taken by the faculty members for slow and advanced learners resulted in positive responses.

3. Evaluation of Attainment of program outcomes and course outcomes:
IQAC recommended the evaluation of the attainment of program and course outcomes. Accordingly, the Program Attainment Designing Committee was formed and Program Attainment Evaluation Policy was designed. Training on the formation and mapping of course outcomes, program outcomes, and program-specific outcomes was given to the faculty members.

The periodic interval of the teaching-learning process, structures and methodologies of operations, and learning outcomes through IQAC have led to substantial improvements in all of them. During the last five years, research activities, extension activities and outreach programs have been conducted. The faculty members are continuously engaged in research activities and publishing their research papers in reputed journals and conference proceedings. The linkages have been set with government agencies and MoUs are signed with non-government agencies and companies for the academic benefit of the students. All these have led to the incremental improvement in the quality of imparting knowledge.

File Description	Document
Upload any additional information	[View Document](#)

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: A. All of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

The college has taken initiatives for gender equity and sensitization.

- As per Savitribai Phule Pune University (SPPU) norms and guidelines, the college follows the process for the selection of Gender Champion from the students.
- The college has formed **Sukanya Manch** and **Jagruti Manch** with following objectives:
  - To establish dignity, self-esteem and respect for women without any gender bias in the system.
  - To empower women by providing them adequate health information.
  - To create awareness among women about their community rights.
- Programmes on gender equity conducted in the college such as:
  - Rallies
  - Poster competitions
  - Essay competitions
  - Guest lectures on women empowerment, awareness about precautions against sexual harassment, health issues of women etc.

Details of Activities: Click Below Link

https://www.mitacsc.ac.in/naac-ssr/criteria-7/7.1.1/7.1.1_Activities_List.pdf

Specific facilities provided to women:

a. Safety and security: The college makes all the necessary provisions for the safety and security of women viz. installation of CCTV cameras across the campus, checking at the college entrance, etc. Anti-Ragging Committee, Internal Complaint Committee, Student Grievance Redressal Committee, these committees are formed to promote gender equity and safety.

b. Counseling: The college provides counseling for the student with an objective to bring about some qualitative changes in terms of curricular and extracurricular activities in the students' life and to fulfill their cherished goal of becoming successful professionals and to be able to meet their future challenges.

- A Psychological counselor Dr. Swatee Bapat (MBBS, MD Pediatric Master trainer in Reproductive and Child Health) is appointed specially for the students.
- Admission counselors are appointed to counsel the students regarding selection of the programme, their area of interest, career opportunities etc.
- A student counseling scheme has been formed where faculty members perform the role of a counselor. One counselor has a batch of 20 students. They conduct regular meetings with their allotted students to know their problems. They counsel them accordingly and if parents help is necessary, they are contacted to solve the problem.

c. Common Rooms: The college has a girl's common room and a boy's common room where they can take rest, get fresh and relax.

d. Other facilities:

1. Maternity Leaves: The college allows maternity leaves to all ladies staff during and after pregnancy.

2. Relaxation in working hours: The college gives relaxation in time for all ladies staff which helps them to fulfill early motherhood responsibilities, to take care of a baby and to maintain their health.

3. Vending machine for ladies staff and girl students: The college has installed Bell A50- a vending machine consisting of sanitary napkins for ladies' staff and girl students.

All these measures initiated by the college have been helping to promote gender equity and sensitization.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)
Link for annual gender sensitization action plan	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: A. 4 or All of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**

- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

The college follows environment friendly practices to promote sustainable campus. The initiatives taken by the college are described below.

Waste Management:

1. Solid Waste Management: Three pits have been constructed at the backyard of the college campus to collect solid waste with the following capacity:

- Wet waste Pits-total of 30-35 kg /day
- Dry Waste Pit -total of 10-12 kg/day

The waste materials collected in these pits are managed by vermicompost decomposition. The waste materials are treated with a composting process with the help of worms that result in vermicast. This vermicast is utilized as a fertilizer for campus gardening. Besides this the college does following environment friendly activities:

- Environment awareness programs.
- Plastic free campus awareness programs.
- Use of dustbins in staff rooms, common rooms, offices and corridors for maintaining cleanliness effectively.

2. Biomedical Waste Management: Not Applicable.

3. E Waste Management:

- A Memorandum of Understanding is signed with TERRE (Technology, Education, Research and Rehabilitation for Environment) in coordination with the sister institute MAEER'S MIT Academy of Engineering (AOE) College, Alandi (D) for E-waste Management. Collected E-waste material is submitted to the parent institute for its further process.
- UPS batteries are repaired or replaced as per the requirement.

4. Hazardous Chemicals and Radioactive Waste Management:

- Exhaust fans are installed in chemistry laboratories to remove contaminated air resulting from chemical reactions and other activities.
- Experiments conducted at UG level are chosen in such a way that it minimizes the use and generation of hazardous chemicals.
- Use of Radioactive material is strictly avoided.
- There are separate dustbins for broken glass. They are used by the lab staff to empty their containers into it.
- Concentrated acids are stored in a metal spill tray.
- Proper methods like dilution, neutralization are followed before releasing any liquid chemical waste in the drainage system.

The facilities in the college for the management of degradable and non-degradable waste help to keep the college campus environment friendly.

File Description	Document
Any other relevant information	[View Document](#)
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)
Link for Geotagged photographs of the facilities	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	[View Document](#)
Geotagged photos / videos of the facilities	[View Document](#)
Any other relevant documents	[View Document](#)

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: B. 3 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	[View Document](#)
Certification by the auditing agency	[View Document](#)
Any other relevant information	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	[View Document](#)
Geotagged photographs / videos of the facilities	[View Document](#)
Details of the Software procured for providing the assistance	[View Document](#)
Any other relevant information	[View Document](#)

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

The college rigorously works to complete its responsibility and to perform its role in creating an environment to propel inclusiveness by creating a feeling of tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities existing in the society. It strives hard for creating an all-inclusive environment where all the stakeholders belonging to different socio-linguistic-economic and cultural backgrounds get equal opportunity to express themselves and realize their dreams. The college organizes activities that help the students to understand and respect the varied culture of our nation. As the students belong to different cultural and social background, these activities help them to share with each other their language, culture and views which leads to social cohesion. The students practically experience Unity in Diversity. The students get engaged in different activities like presentations, rangoli making, poster making, drawing, fun games, traditional day celebration, cultural programmes etc. These activities provide them with the platform to express and share their views and cultural identity. Some such programmes and activities which help to develop inclusiveness and social cohesion are mentioned below:

- **Gurupornima Celebration:** Gurupornima is celebrated in the college every year. The students deliver speeches to express their gratitude towards the teachers by expressing their feelings and felicitating them.
- **Teacher's Day Celebration:** Every year on 5th September on the occasion of Dr. Sarvapalli Radhakrushnan's Birth Anniversary the students observe Teacher's Day. The Principal and teachers guide our students about the role and importance of teachers in everyone's life. The students also express their feelings of respect and gratitude towards the teachers.
- **Celebration of Ganapati Festival:** Every year students emplace the idol of lord Ganesha on Ganesh Chaturthi and celebrate Ganapati festival for five days. The students participate in various activities organized during the festival.

मराठी भाषा संवर्धन पंधरवडा

मराठी भाषा संवर्धन पंधरवडा

- **(Marathi Language Fortnight):** A fortnight is observed as across Maharashtra. The college organizes programmes highlighting the same.

- **National Unity Day:** National Unity Day is celebrated in the college as per guidelines of the central government.
- **International Women's Day:** The college organises various programmes on the occasion of women's day such as rallies, awareness programmes etc.
- **Visits to orphanage:** Faculty members organise students' visits to orphanages in nearby areas of the campus in order to sensitize them.
- **Initiatives in providing an inclusive environment:** Various departments and clubs organize different programs to inculcate a sense of tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities among students. These programs include – Coaching to ZP teachers, Computer literacy program, School training program etc.

The college has a policy to provide Scholarship to economically backward students to promote them further. Also, installment facility is offered to make the fees structure more convenient.
The above mentioned initiatives taken by the college help to create an inclusive environment.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The college celebrates Independence Day, Republic Day and Constitution Day in order to inculcate national values namely integrity, national identity, harmony, humanity, ethicality, secularism, compassion, brotherhood etc. among the students and employees of the college. Since its inception, the college has celebrated national days by arranging various programs that help the students and employees to understand the historical significance of all these days.

- Every year, Independence Day and Republic Day are celebrated with a lot of zeal. On these occasions, eminent personalities from various sections of society are invited as special guests for flag hoisting. All the students and employees attend the functions in ethnic wear flashing the tricolor while cherishing their patriotic feelings for our country India. The gatherings are addressed by the invited guests where they talk on various national topics like **Freedom Fighters' Contribution in the Indian Independence Movement', 'Our Collective Duties and Responsibilities as Citizens', 'Indian Constitution', 'Indian Culture', 'National Values' etc.** Cultural programs like singing of patriotic songs, dance, and parades by the students are organized.
- Indian Constitution Day is also celebrated on 26th November with the same fervor. On this occasion, reading of the preamble, speeches highlighting the importance of our constitution, various aspects of it like values, rights, duties and responsibilities of citizens, also essay writing, poster competitions and other such activities are organized in order to propagate the dignity and importance of Indian Constitution.
- The college observes vigilance awareness week aimed at eradication of corruption.
- Systematic Voter's Education and electoral participation is carried out by the NSS unit to create awareness about the right to vote.
- The college conducts activities which inculcate patriotism in the students such as Patriotic Singing Competition, Patriotic Skit Competition etc.
- Celebration of National Unity Day, National Education Day, World No Tobacco Day, Fit India Movement contributes to the sensitization of the students and employees.
- Cyber awareness program was conducted in the schools. More than two thousand five hundred students were made aware.
- Students of the college help police as a 'Police Mitra' in controlling the traffic and maintaining discipline in local areas during the festivals.
- Students are encouraged to participate in 'Bharatiya Chhatra Sansad- Indian Student Parliament' organized by the parent institute.

The college organises such activities to acquaint the students and employees with the important national

values and in turn to inculcate those values among them.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	<u>View Document</u>

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

Response: A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	<u>View Document</u>
Code of ethics policy document	<u>View Document</u>
Any other relevant information	<u>View Document</u>

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The college organizes various programs and activities to commemorate various national and international days, events and festivals in order to instill a sense of sociocultural responsibility and to create awareness about the contribution of great leaders amongst the students. The celebration of days, events and festivals carry special importance. On these occasions, various meaningful activities are organized to commemorate the great historic events of national and international importance and the important personalities who devoted their lives for the betterment of humanity. Values, principles and the personality traits of the legendary personalities are of great use for the students.

The objectives behind celebrating days, events and festivals are to make the students aware of the importance of the occasions and to sensitize them towards the core social and cultural values which are important to become a responsible citizen of the country. Various activities viz. experts' talk, essay competition, elocution competition, rangoli competition, poster presentation, role play etc. are conducted on these occasions.

These activities help the students to understand the culture of India as whole and different issues that call attention and also provide the students with a platform where they can express their views about the respective occasions. The college celebrates the following national and international days, events and festivals every year:

- Birth Anniversary of SavitribaiPhule - 3rd January.
- Birth anniversary of Swami Vivekananda-12th January   as National Youth Day.
- Birth Anniversary of Rajmata Jijau - 12th January.
- Birth anniversary of Netaji Subhaschandra Bose - 23rd January.
- Birth anniversary of Chatrapati Shivaji Maharaj - 19th February .
- International Women's Day - 8th March.
- Birth anniversary of Loknete Yashwantrao Chavan - 13th March.
- World Health Day - 7th April.
- Environment Day - 5th June.
- International Yoga Day - 21st June.
- World Population Day - 11th July.
- Birth Anniversary of Sarvapalli Dr. Radhakrishnan - 5th September is celebrated as Teacher's day.
- Birth anniversary of Mahatma Gandhi – 2nd October .
- Birth anniversary of LalBahadur Shastri - 2nd October.
- Birth anniversary of APJ Abdul Kalam - 15th October.

Last year on 15th October 2018 APJ Abdul Kalam's birth anniversary was celebrated as 'Reading Inspiration Day'. On this occasion, five best library users were awarded to promote and encourage reading habits among the users.

- National Unity Day - 31st October: Sardar Vallabhbhai Patel birth anniversary.
- National Mathematics Day - 22nd December- The Birth Anniversary of the great Indian Mathematician Srinivasa Ramanunjan. On this occasion, the Department of Science and Comp. Science Organizes an Intercollegiate event MathsCon with an objective to encourage, motivate and create interest towards Mathematics. Students of different streams participate in the various competitions organised on this day and exhibit their innovative ideas.
- National Statistics Day- 29th June- the birth anniversary of Prof. Prasanta Chandra Mahalanobis.

The efforts taken by the college to commemorate various events of national and international importance ensure students' active involvement in the activities help them to understand and acquire the values and principles associated with the occasions.

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	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:

Two best practices followed by the college are explained as follows:

Best Practice No- I: Social Endowment

1. Title: Social Endowment

2. Objectives of the Practice:

- To engage with the community to create closer ties between college and society.
- To create a sense of social responsibility and true nationalism.
- To create awareness about the self-esteem of orphans.
- To create a sense of belongingness towards society.
- To provide support, guidance and motivation to weaker, underprivileged and needy people.

3. The Context:
The college understands its moral responsibility towards weaker and underprivileged sections of society. Its commitment to social justice continues with the strong philosophy of self-governance and personal responsibility. It encourages students to participate in social activities organized to make them understand the social problems and to make them responsible and sensitive towards socially and economically backward sections of the society which are in need of attention and help. As the college is situated at the rural backdrop that has spiritual importance, it takes initiative to serve the needy elderly people, women, children around and pilgrims visiting Alandi by providing things of their use and creating awareness about various important issues. It helps to develop a sense of social responsibility, bonding and equity.

4. The Practice:

I. Unnat Bharat Abhiyan: The college is the third selected college by the collectorate among the many applied for the Unnat Bharat Abhiyan. Unnat Bharat Abhiyan is a flagship programme of the Ministry of Human Resource Development for the upliftment of rural India. The college has taken this opportunity to create a vibrant relationship between the society and the college by providing the knowledge and technology support for the betterment of rural people.
Under Unnat Bharat Abhiyan, the college has adopted five villages viz. Wadgaon Ghenand, Charholi (Kh.), Koyali (D.), Solu and Markal. Various activities have been carried out.
II. The college conducted computer literacy training and English literacy training in the campus for primary schools and anganwadi teachers.
III. Infrastructure such as a computer lab was provided to anganwadi teachers for training sessions.
IV. The college conducted computer literacy training programs in the campus for the children and women from nearby vicinity under the Memorandum of Understanding (MoU) with the VishwaKalyan BahuUddeshiya SevaBhavi Sanstha.
V. The college conducted a computer literacy training program for ashramshala students.
VI. A Memorandum of Understanding (MOU) has been signed with Quick Heal Enterprise, where students create cyber awareness among schools and junior college students.
VII. Other Social activities: Apart from the aforementioned activities various other social activities are organized to create awareness among the students and society in general about various socio-economic-

cultural-environmental issues. These are as follows:

- Visits to orphanages, old age homes.
- Donation programs where we appeal to all the stakeholders to contribute their share to help the needy by collecting things in the form of clothes, grocery items, cleaning kits, school stationery etc. and hand over these things to orphans, old age homes and pilgrims (warkaries).
- Collection of relief fund to help the people affected in natural disasters e.g. relief fund sent to Nepal and Kerala as these places were affected by flood.
- Financial assistance given to the students.
- Development of rational thinking on socio-economic-cultural-environmental issues through various competitions such as essay competitions, poster presentations, debates, slogan competitions.
- Organisation of various programmes such as expert's sessions, road safety campaigns, street plays and cleanliness drives.

5. Evidence of Success

- Under Unnat Bharat Abhiyan household survey of data of 926 families collected through and successfully submitted online to UBA portal.
- 30 Anganwadi teachers were equipped with the basic computer skills required to fulfill their responsibilities.
- 25 Anganwadi teachers were trained to teach English effectively to the children of age group 03 to 06 years.
- 2590 students were sensitized towards cybercrime.
- 200 students of Yashwantrao Chavan Ashramshala (Bhatakya Vimukta Jati Jamati) got aware about basics of Computer Operations, Internet etc.
- 28 senior citizens of Old Age Home-Abhalmaya took benefit of Pranayama and Meditation sessions and our students were sensitized towards the life of orphanage children and old age people.
- Grocery items were doneted to 84 Ashramashala children.
- One day salary sent to flood affected regions in Nepal and Kerala as a token of our bindings in rebuilding and reestablishing the life of victims.
- Financial assistance helped two students to continue their education.
- The organisation of social extension activities helped to establish a strong relationship between the society and college.
- The active participation in these activities helped to develop a real sense of social commitment and to inculcate values of fraternity, paternalism, equality among the students.

6. Problem Encountered & Resources Required
Problems Encountered:

- The adopted villages under the Unnat Bharat Abhiyan(UBA) were unaware of the UBA government scheme. Due to which during the survey of UBA our students and faculty members faced the problem to fill up the form but later villagers were informed about UBA and the work was completed successfully.
- Difficulties in getting free time to conduct social activities without hampering academics.

Resources Required:

- Human resource: Staff, students
- Financial assistance: Funds
- Transport facility
- IT infrastructure
- Seminar Hall/classroom

7. Notes(optional): Nil

# Best Practice- II: Student Integrated Development

1. Title: Student Integrated Development

2. Objectives of Practice:

- To nurture talent and intelligence.
- To cultivate research culture.
- To give industry exposure.
- To bridge the gap between industry and academics.
- To provide opportunity to apply theoretical knowledge in real life situations.
- To acquaint with technological advancements.
- To create awareness about challenges in life.
- To provide platform to showcase and share talent and innovative ideas.

3. Context:

The college strives towards excellence by developing top-notch learning centre with unbeaten infrastructure for academics and research aspirants for their holistic development. In pursuit of the holistic development of its students which would enable them to have greater control over progression in the personal and professional spheres, the college emphasizes on conducting a wide range of activities with crucial emphasis on students' overall development. The underlying philosophy is to impart the requisite skills and proficiencies needed to build the competencies to succeed. The college also focuses on developing the ability of the students to merge their personal development with the social responsibilities. The college focuses on the following aspects for the holistic development of the students:
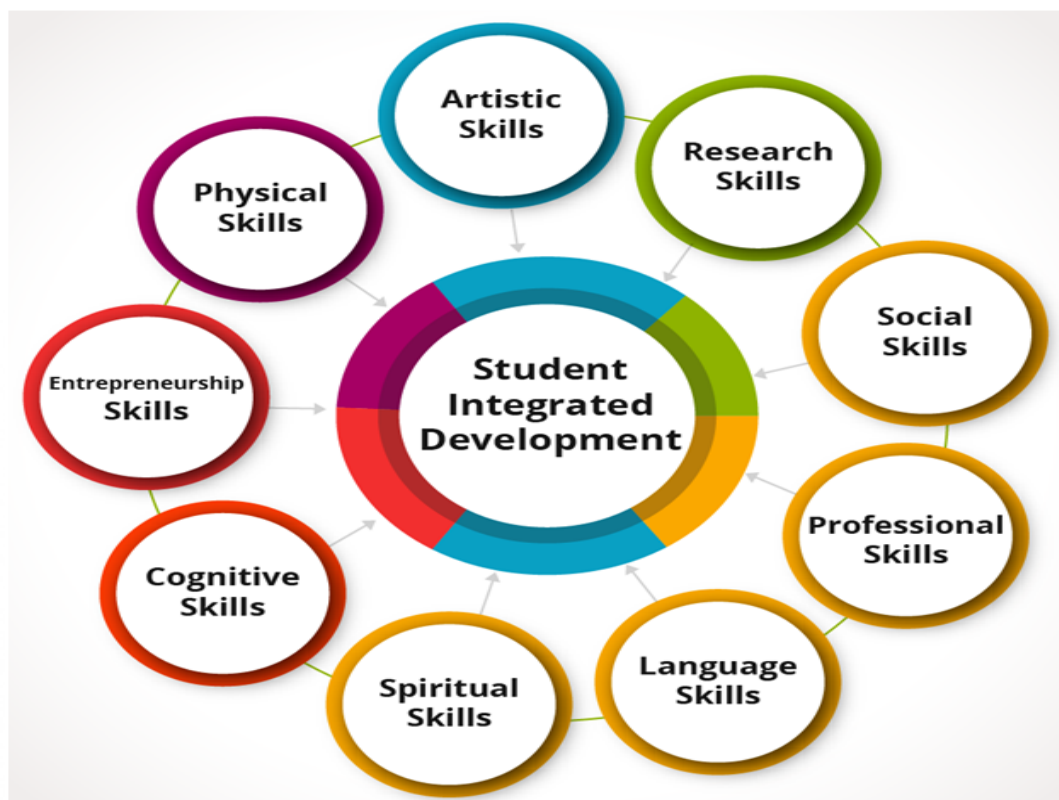
4. The Practice:

For the holistic development of the students following practices are followed.

Research skills: Students are encouraged to write research papers, participate in research competitions like Avishkar, Hackathon and competitions by the Incubation Center. Research papers are published and presented by our students in conferences, seminars and received awards and recognitions at different levels.

Social Skills: Various activities are organised to sensitize the students towards the social responsibilities which include visits to orphanages, old age homes, ashramshalas and paraplegic center to give donations in the form of grocery, school stationery, cleaning kits and other things of their use.

Professional Skills: A platform is made available, to nurture the professional skills among the students through:

- Sessions on communication skills, soft skills, personality development.
- Add on courses- Tally, GST, Advanced Excel, Export – Import, Creative writing in English, CA-CPT, Microsoft Certification in Python etc.
- Placement supporting activities- Resume writing, group discussion, mock interview, aptitude test etc.
- Training and guidance program, guest lectures, workshop, quiz such activities by Competitive Examination Guidance Cell.
- Training programs and placement drives under Placement Cell.

Language skills:

- Foreign language: Certificate course in German and Japanese languages.
- Cognitive Exchange Program.

Spiritual Skills:

- i) Anubhuti: A forum through which spiritual activities are conducted such as meditation sessions, experts talks etc.
- ii) Vishwa Shanti Prayer: The college working and events start after prayer.
- iii) AlandiYatra: Contribution of the college by providing assistance through various services..

Cognitive Skills: The departments of the college come together to celebrate intercollegiate flagship events and run various clubs to bring the students of different streams together with their varied innovative ideas. This helps to develop leadership skills, creativity, critical thinking and decision making among the students.

- **Departmental Flagship events:**
    - Science Week
    - Commerce Week
    - Management IPSUM Week
    - IT Fest
    - Library Week
    - NSS Week
    - MathsCon
- **Clubs:**
    - Afflatus
    - Mitronics
    - GO-Get IT
    - Young Speakers Club
    - Economic Planning Forum
    - Photography Club
    - Film Club

Entrepreneurship Development Cell: It is formed to groom the students with the essential entrepreneurial skills.

Physical Skills: Students are encouraged to participate in sports competitions at various levels. The college has a gymnasium for the students' physical development. Outdoor games are organized during M- Pulse and Annual Social Gathering –Annual Sports Meet.

Artistic Skills: The cultural group of the college-

- NAADBRAHMA organizes various events and provides support and guidance to participate in various competitions such as singing, dancing, drama, elocution, etc.
- Annual Social Gathering – Kshitij where students are encouraged to explore their artistic skills.
- The college magazine ***"Kalpavriksha"***- To develop effective writing skills, students are encouraged to contribute through various forms of writing such as articles, poems etc.
- For the development of artistic creativity, students are motivated to contribute through drawings, designing of the magazine.
- Art & Craft Exhibition conducted in which the students exhibit their innovative and creative skills.

5. Evidence of Success:

- Exposure given to explore the talent among the students helps in their holistic development.
- Savitribai Phule Pune University has conferred Best College Award for the last three consecutive years for effectively and efficiently implementing various student welfare and social welfare

activities. https://www.youtube.com/watch?v=hJeO-Jr1Y2s
- The college received the Best Student Development Officer Award in the Pune rural area by SPPU.
- Students' active involvement in the flagship events contributes in developing various event management and other subject specific skills.
- Remarkable placement record in the reputed companies like Infosys, Amazon, Emphasis, Cognizant, Vodafone, Syntel etc.
- Rajneesh Kumar, a student of the college has got his business start-up 'Opinta Solutions' selected and funded by Innovation and Incubation Centre, Savitribai Phule Pune University, Pune.
- Total 78 students research papers presented/published in National and International conferences.
- Holistic development of the students' results helps to build confidence and competencies required to survive in the stiff competition in real life situations.

6. Problem Encountered & Resources Required:

Problem Encountered:

- Conducting activities without hampering the academics.
- Motivating students in order to participate in activities.
- Adjusting with the availability of the guest lecturer and free slot of students.
- Building a team of volunteers to conduct activities.
- Denying permission by some colleges, while campaigning for flagship/intercollegiate events.

Resources Required:

- Class rooms/seminar hall
- Supportive team to make the arrangements
- Awards, certificates and prizes
- Trainers
- Financial support
- Availability of lab for hands on training
- Advanced Software for training programs

7. Notes(optional): Nil

File Description	Document
Link for Best practices in the Institutional web site	[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:

Anubhuti

Introduction:

The college strives for holistic development of the students through quality education and blending of scientific, spiritual, social and cultural enrichment. The college has a strong base for this under the mentoring of Prof. Dr. Vishwanath D. Karad. His life mission for World Peace, Culture of Peace and pioneering work in promoting "Value Based Universal Education System" highlighting the need to blend the true essence of Science, Religion and Spirituality for the noble cause of human welfare have been followed by the college. The college desires to accomplish this vision- 'betterment of the entire mankind'.

Swami Vivekanada described education as the manifestation of perfection already in men. To integrate this approach in higher education, the college has started a forum Anubhuti (experiencing and realizing divine power and inner strength). It is an initiative taken by the college towards making learning a healing process to develop trust and respect. Mental health helps to control the evils. Anubhuti is an attempt to develop mental health among the staff members and the students which will help them not only to focus on self needs but to understand and consider the needs of every individual, society, nation and ultimately the globe. It is a path given to walk by honoring values in life. It is an opportunity given to be a part of a divine act to live a balanced and pure life.

The aim of this forum is to interrelate spirituality and learning to create peace, purity and divine society.

Its objectives are:

- To nurture the mind as spiritual, humble and peace-loving.

- To achieve growth from within.

- To blossom with wisdom of being positive, happy and satisfied.

- To encourage love, care, acceptance, forgiveness and harmony among all.

- To enhance ethics, performance and quality of learning as well as in whatever field the one may take up.

These objectives are achieved by using the following paths:

1. Playing 'World Peace Prayer' and 'Pasaydan' is a regular practice in the college which helps to create a peaceful environment in the campus.

2. Spiritual development sessions are conducted in association with organizations contributing in this field which results in awareness of internal divine power.

3. Staff and students of the college actively participate in Sant Dnyaneshwar Maharaj Sanjivan Samadhi Sohala and Aashadhi Yatra (Paayi Palkhi Sohala). On these occasions, programmes are organised that provide experiences of being holy and social. The feelings of being devoted and

serving devotees nurture the social belongingness.

4. Staff members and students participated in Akhil Bhartiya Mrudung Sammelan organized in 2015 where 9033 mrudang players performed collectively. The vibrations created by these sounds created a divine environment.

5. Every year on 2nd October International World Parliament of Religion, Science and Philosophy is organized. Staff members, students and participants get an opportunity to be blessed with the wisdom shared by the most eminent educationists, philosophers, scientists, and religious authorities.

6. The trainers of Heartfulness Organization conduct meditation sessions for the faculty members and the students. These help them to manage stress and time for effective results.

7. Students are asked to meditate for five minutes at the beginning of the first period in their daily routine which develops learning concentration.

8. A session conducted by Happy Thoughts made the attendee aware about the importance of a positive attitude.

9. On the occasion of the 125th Anniversary of Swami Vivekananda's Chicago Address (11 September 1893) at the Parliament of World Religions, Dr. Shirish Limaye was invited to deliver a talk on Swami Vivekananda's Chicago Address and Message to Youth. Book exhibition on Thoughts of Swami Vivekananda was organized. Participants were inspired by the knowledge and spiritual power of Swami Vivekananda.

10. Along with such special programmes, discussions held on the importance of mental health, stress management, work management, and positive attitude in their respective classes regularly provide a platform for the students to share their problems and get solutions.

File Description	Document
Link for appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

Contribution of the college in imparting knowledge, inculcating life skills, developing research skills and providing the best placements has been recognized with various awards- Best College Award in Rural Area for Two consecutive years 2015-16 & 2016-17 and University Level Best College Award for 2017-18 by affiliating university for conducting Student Development activities effectively and efficiently. Education Excellence Award for Best Placements amongst Educational Institutions in Pune and award for Best Practices in Placement.

To assess quality benchmarks, the college applies to the ranking process of review agencies. Knowledge Review Magazine recognized the college as among India's 10 Best Institutions for Computer Science Studies and Commerce for the year 2018-19. In India Today- MDRA Best College Ranking, it stood amongst the best three Computer studies for Two consecutive years 2017-18 and 2018-19 and stood amongst the best ten Commerce studies for 2018-19 in Pune. In Times-B School Education Ranking Survey-2019 the college ranked 19th in India and 16th among Private Institutes.

Concluding Remarks :

The college is committed to excellence in education and holistic development of the students. It is supportive to each and all its stakeholders- students, parents and staff members. All members of the college community equally share responsibility for creating, maintaining and developing a vibrant learning environment in which differences are valued, equity is sought, inclusiveness is practiced, expertise is honored, potentials are sharpened, and social welfare and prosperity is esteemed. The college dedicatedly works on building competencies and nurturing values among the students so as to successfully meet with the challenges of a fiercely competitive world. It takes initiatives to provide a sustainable environment, to adapt changes in the teaching-learning process and to develop harmony, integrity and peace for the attainment of learning outcomes. The college believes in Dr. Sarvepalli Radhakrishnan's words, Teaching is not a profession but a mission and strives to follow the vision and mission of the college.

The college takes pride in its past achievements, present progress and also takes responsibility for its bright future. The ultimate aim of all its functions is to bring a positive impact in the education and social community at large.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.3	**Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years** 1.2.3.1. **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years** Answer before DVV Verification: {{TABLE1}} Answer After DVV Verification : {{TABLE2}}
1.3.3	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year** 1.3.3.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 1223 Answer after DVV Verification: 1232
2.3.3	**Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)** 2.3.3.1. Number of mentors Answer before DVV Verification : 70 Answer after DVV Verification: 66 Remark : Input edited As per the supporting documents.
2.4.2	**Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)** 2.4.2.1. **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years** Answer before DVV Verification: {{TABLE3}} Answer After DVV Verification :

Table 1 (1.2.3 before):

2018-19	2017-18	2016-17	2015-16	2014-15
870	695	606	29	0

Table 2 (1.2.3 after):

2018-19	2017-18	2016-17	2015-16	2014-15
840	695	606	29	0

Table 3 (2.4.2 before):

2018-19	2017-18	2016-17	2015-16	2014-15
7	5	4	5	2

2018-19	2017-18	2016-17	2015-16	2014-15
6	5	4	5	2

2.4.3	**Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)**
	2.4.3.1. Total experience of full-time teachers
	Answer before DVV Verification : 436
	Answer after DVV Verification: 398

2.6.3	**Average pass percentage of Students during last five years**

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
385	347	279	264	219

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
384	349	279	265	218

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
548	491	435	399	317

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
548	491	435	399	317

Remark : Input edited referring data uploaded by HEI

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	3.00	0	4.45

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	1.90	0	1.75

3.3.2	**Number of research papers per teachers in the Journals notified on UGC website during the last five years**

3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years.

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
25	46	12	6	3

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	00	2	1

Remark : Input edited as The journals mentioned by the HEI are currently not available in the UGC care list as they have been deleted.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
13	22	54	66	61

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
9	15	50	58	31

3.4.2	**Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**

3.4.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3	2	1	1	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	2	1	1	0

3.4.3	**Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years** 3.4.3.1. **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
8	8	22	9	6

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
5	7	18	7	6

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
674	602	1387	464	859

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
569	502	1199	404	859

4.1.3	**Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.** *(Data for the latest completed academic year)* 4.1.3.1. Number of classrooms and seminar halls with ICT facilities

18-04-2022 02:26:41

Answer before DVV Verification : 16

Answer after DVV Verification: 19

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

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

Answer before DVV Verification : 218

Answer after DVV Verification: 199

Remark : Input edited referring data uploaded by HEI

4.4.1	**Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

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)**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
108.26	83.17	51.55	72.95	42.76

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
10.46414	83.81298	39.71949	9.81585	10.80038

Remark : Input edited considering only maintenance of physical and academic facilities

5.2.1	**Average percentage of placement of outgoing students during the last five years**

5.2.1.1. **Number of outgoing students placed year - wise during the last five years.**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
217	215	223	203	107

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
166	157	154	143	89

5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
4	5	7	6	4

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
4	5	6	6	4

5.3.3	**Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)** 5.3.3.1. **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years** Answer before DVV Verification: | 2018-19	2017-18	2016-17	2015-16	2014-15 | |---------|---------|---------|---------|---------| | 56 | 57 | 80 | 73 | 68 | Answer After DVV Verification : | 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 | |---------|---------|---------|---------|---------| | 13 | 11 | 17 | 15 | 10 |

6.3.4	**Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
39	30	16	15	3

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
17	28	12	13	3

Remark : Input edited excluding FDP less than 5 days

6.4.2	**Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)**
	6.4.2.1. Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0.95	0.22	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : Input edited as the service intern received the amount cannot be considered

7.1.4	**Water conservation facilities available in the Institution:**
	1. **Rain water harvesting**
	2. **Borewell /Open well recharge**
	3. **Construction of tanks and bunds**
	4. **Waste water recycling**
	5. **Maintenance of water bodies and distribution system in the campus**
	Answer before DVV Verification : A. Any 4 or all of the above
	Answer After DVV Verification: B. 3 of the above
	Remark : Input edited referring supporting documents uploaded by HEI.

7.1.6	**Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**
	1. **Green audit**
	2. **Energy audit**
	3. **Environment audit**
	4. **Clean and green campus recognitions / awards**
	5. **Beyond the campus environmental promotion activities**
	Answer before DVV Verification : A. Any 4 or all of the above
	Answer After DVV Verification: B. 3 of the above
	Remark : Input edited referring supporting documents uploaded by HEI.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
248	228	234	236	225

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
248	228	234	237	226

1.2	**Number of programs offered year-wise for last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
8	9	8	8	8

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
8	8	8	8	8

2.1	**Number of full time teachers year-wise during the last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
70	64	58	53	52

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
69	64	58	53	52

3.3	**Number of Computers**
	Answer before DVV Verification : 271
	Answer after DVV Verification : 259