



Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	SINHGAD COLLEGE OF COMMERCE ,KONDHWA ,PUNE
Name of the head of the Institution	Dr.Makarand Wazal
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02026933634
Mobile no.	8411887372
Registered Email	mh_scocpune@sinhgad.edu
Alternate Email	principal.scoc@sinhgad.edu
Address	Sector No.40/4, Near PMC Octroi post, On Kondhwa-Saswad Road
City/Town	Pune
State/UT	Maharashtra
Pincode	411048
2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban

Financial Status	private
Name of the IQAC co-ordinator/Director	Asst.Prof.Jayashree V.Patole
Phone no/Alternate Phone no.	02026933634
Mobile no.	9637414682
Registered Email	mh_scocpune@sinhgad.edu
Alternate Email	aqar_scoc@sinhgad.edu

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.sinhgad.edu/sinhgad-institutes-ACS/college-pages/SCOC_Sr/pdfs/SCOC_AQAR_Reoprt_2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://www.sinhgad.edu/sinhgad-institutes-acs/college-pages/SCOC_Sr/pdfs/Academic_calenda_2019-2020_SCOC.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.36	2011	16-Sep-2011	15-Sep-2016

6. Date of Establishment of IQAC 09-Jan-2012

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/beneficiaries
Career Guidance on UPSC-MPSC Competitive Exam	27-Dec-2019 1	101
IQAC Meeting Planning the academic term-II	02-Dec-2019 1	10

IQAC Meeting Half yearly review of the Academic Term	15-Oct-2019 1	10
Workshop on No Honking Day	12-Sep-2019 1	145
Guest Lecture on Essentials of Banking Sector Employment	19-Aug-2019 1	90
Guest Lecture on GST and its implications	09-Aug-2019 1	104
IQAC Meeting	17-Jun-2019 1	12

[View File](#)

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

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

No Files Uploaded !!!

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding

No

agency to support its activities during the year?

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

1. Encouraged faculty members to enrolled and complete Ph.D.and to do more research.

2. Strengthen extension activities through NSS ans Student Council Cell and also inculcate values of social responsibility among students.

3.More focus was given to Student Centric Activities by conducting seminars,guest lectures,group discussions, and Student Training Programme for SY/TY students to enhance their skills.

[View File](#)

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Development Commiittee	22-Jan-2021

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

01-Mar-2019

17. Does the Institution have Management Information System

Yes

?	
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The institution has a Management Information System. It is presently used for Fee receipt preparation and leaving certificate preparation of Students. "Aspire " Software is used for generating Fee Receipts Paywhiz software is used by the Accounts Department to prepare Salary Slip of the employees. TallyERP9 is used for Accounting. Autolib software is also used by library to maintain online record of students, staff members and books issued.</p>

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Exp words

The college does have a mechanism for well-planned curriculum delivery and documentation. The college is affiliated to Savitribai Phule Pune University (SPPU) and offers B.COM, BBA, BBA (CA) and M.Com courses. All the courses are designed by Savitribai Phule Pune University (SPPU) and accordingly teaching plan are prepared by each department. Each faculty prepares teaching plan according to the syllabus which is discussed through departmental meeting held at the beginning of academic year. The principal also conducts meeting with all faculty members to develop strategies for effective implementation of curriculum as well as co-curricular and extra-curricular activities at the beginning of academic year. As per the guidelines of the board of studies of the affiliated University the Time-Table committee prepares the time-table at the beginning of the academic year. Academic calendar is prepared keeping in mind all the curricular and co-curricular aspects. College examination committee plans and conducts Internal Examinations and skill development activities as per the guidelines of affiliated University. CBCS (choice based credit system) Scheme has been implemented from July 2013 for B.Com, BBA and BBA (CA) students and from July 2013 for M.Com students. A well-designed evaluation system involving assignments, tutorials, in-classroom assessment test (continuous evaluation) in suitable for CBCS (choice based credit system) Scheme is been implemented. A variety of teaching methods is used by the faculty for the effective delivery of the curriculum. Classroom teaching methods such as Chalk and Blackboard method, ICT-enabled teaching-learning method, use of different software, Case studies, group discussion amongst the students during the class, Seminars by students related to curriculum, Paper presentation by the students, Project presentations, dissertations are conducted based on needs of different subjects. Online teaching platforms such as Zoom, Google meet, Blackboard classroom were used by all the faculties especially during the COVID 19 pandemic.

times (i.e., since April 2020). Information regarding time table, exam schedule, syllabi of the courses and various circulars issued by university are displayed on the college notice board, website as well as official WhatsApp group. As per the changed syllabus new text books Reference books and Journals are added to the Library periodically. Regarding the classes, assessments, project reports and also of the different activities of the college regarding teaching learning, development and improvements of different methods of effective curriculum delivery are maintained by the Departments. The faculty also maintain the records of attendance, internal marks, practical records, project work of the respective subjects. Faculty members actively participate in the syllabus reframing workshops, seminars, and Conferences. College also encourages and provide opportunities to the students to participate in various competitive and cultural activities held in other colleges.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Dev
No Data Entered/Not Applicable !!!					

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/ Elective Course System
BCom	Cost Works Accounting	15/06/2019
BBA	HRM, Marketing , Finance	15/06/2019
BCA	Computer Application	15/06/2019

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

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

1.3 - Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Human Resource Management	17
BBA	Marketing	68
BBA	Finance	36
BCA	Computer Application	27
BBA	Business Exposure Report	83
MCom	Accounting and Taxation	6
BCom	Environmental Studies	160

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The college have developed On-line as well as Off-line Feedback System software. The feedback is taken once a semester for all undergraduate Post Graduate is completed. Feedback mechanism is divided into five categories viz. students' feedback, parents' feedback, alumni feedback teachers' feedback and employers' feedback. A detailed time table for feedback collection is prepared by the IQAC. The various parameters on teaching is assessed include presentation skills, teaching speed, Communication English, Preparation done before delivering lecture, Syllabus coverage Interaction with students during lecture, Pronunciation, Punctuality, Explanation of topic taught. The Feedback received by the IQAC is then assessed and analyzed. The results are analyzed, corrective and preventive actions are initiated to overcome any flaw/s indicated by the said feedback. Wherever improvement is needed, an Interaction meeting is organized along with the Teacher(s) and Head of the Department to discuss the feedback and seek improvement in teaching. Online feedback system was implemented for

academic year 2019-20. The analysis of feedback, revealed that some teacher(s) have poor preparation skills, incorrect pronunciation and 1 adaptability to new teaching methodology required for online lectures. Suggestions and recommendations were given to the teacher(s) in the Interaction meeting. However, overall efforts made by the faculty in classroom as well as through online lectures have been appreciated by students. Specially the efforts taken by the faculty for reaching out students and keeping them updated during the pandemic times were well appreciated by all the stakeholders.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	
MCom	Accounts & Taxation	60	25	
BCA	Computer Application	160	50	
BBA	HR, Finance & Marketing	160	140	
BCom	Cost & Works Accounting	240	300	

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2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of fulltime teachers available in the institution teaching UG & PG courses
2019	966	20	19	Nil	

2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources
21	18	7	4	Nil	

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

Students mentoring system for establishing a better and effective relationship between student and also to continuously monitor, counsel and guide students in educational and personal matter, at the institutional level. Students are guided as to how their approach towards the study should teachers work as mentors for students allotted to them. The students must feel to confide in their This is a continuous process till the end of academic career of student. The members of the Tutor- the students to seek and solve their problems. Students are satisfied with the efforts of the Tut provision. A batch of approximately fifty students is assigned to one faculty member who would be as a mentor/counsellor. As soon as the students take admission to our institution he/she would faculty-counsellor assigned. Twenty students from first year are allotted to one faculty with the higher semester students. Every student will be counselled at least once by the faculty -counsel semester. Issues which can be resolved at the faculty level would be taken care of and those bey capability will be referred to higher authorities for resolutions. Through counselling session, stu identified and according to their interest areas they are guided by the mentor, which leads to the development. To develop specific skill sets in students various guest lectures are provided to stu better career prospects apart from any specific personal issues which might be affecting their p which includes topics like, GST, Career guidance opportunities, Personality development, Dis management etc .

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Me
986	21	1 : 4

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of fa P
21	21	Nil	4	

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fe received from Govern recognized bodi
No Data Entered/Not Applicable !!!			

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2.5 - Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester- end/ year-end examination	Date of declaration of re semester-end/ year- end e
No Data Entered/Not Applicable !!!				

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (25

Following reforms are initiated by the institution on Continuous Internal Evaluation System : 1. Bar coding and online question paper delivery has been introduced by SPPU and is implemented by the college successfully. The college has created necessary infrastructure facility for this. 2. CBCS all the Post graduate courses conduct examination in the form of Book Test ✓ Multiple Choice Test ✓ Presentations ✓ Assignments ✓ Quizzes ✓ Seminars 3. CBCS for UG courses have been introduced by SPPU under Pattern. It has been implemented for F.Y.B.Com, F.Y.BBA and F.Y. BBA Under CBCS all the graduate courses conduct examination in the form of Projects ✓ Multiple Choice Test ✓ Presentations ✓ Assignments ✓ Quiz ✓ Discussions ✓ Interviews

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

- Coordinator of every stream prepares an academic calendar at the beginning of the academic year. This includes the academic activities at the college level.
- The same draft calendar is approved in Principal's and HOD's meeting.
- A schedule of internal assessment is designed in the academic calendar and all the internal assessment tests are conducted at the college level accordingly.
- Formative and summative feedback is administered as per the schedule.
- All other activities like NSS, Sinhgad Sports Karandak, Sinhgad Cultural Karandak, birth anniversaries of legends of India, Cultural week are celebrated as per the plan.
- Guest Lectures, Workshops, Seminars, Self - Defence activities, Students Training Programme, IQAC Meeting, NAAC Meeting etc. are conducted as per the plan.
- In case of emergency/emergency a particular event may be rescheduled with the permission of the head of the institution.

2.6 - Student Performance and Learning Outcomes

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

http://www.sinhgad.edu/sinhgad-institutes-ACS/college-pages/SCOC_Sr/pdfs/Program-Outcomes-Course-Outcomes-and-Program-Specific-Outcomes_2021.pdf

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination
5159	MCom	Accounts & Taxation	6	6
5163	BCA	Computer Application	88	86
5162	BBA	HR, Finance & Marketing	122	122
5158	BCom	Cost & Accounting	120	112

		Works Accounting		
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2.7 - Student Satisfaction Survey

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

http://www.sinhgad.edu/sinhgad-institutes-ACS/college-pages/SCOC_Sr/pdfs/SCOC_Student_Satisfaction_Survey_2019-20.pdf

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received year
Minor Projects	1	S.P.P.U	100000	0

No file uploaded.

3.2 - Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.
No Data Entered/Not Applicable !!!	

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

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

No file uploaded.

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Comm
No Data Entered/Not Applicable !!!					

No file uploaded.

3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
BBA	1

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

Type	Department	Number of Publication	Average Impact Factor (if)
National	B.Com.	1	6

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

Department	Number of Publication
BBA-CA	1
BBA	14

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of excluding se
No Data Entered/Not Applicable !!!						

No file uploaded.

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

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

No file uploaded.

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

Number of Faculty	International	National	State
No Data Entered/Not Applicable !!!			

No file uploaded.

3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of participat activ
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Work Shop on Road safety	Sinhgad College of Commerce, NSS Unit Kondhwa Traffic Division	10	40
Yuva Saptah Swami Vivekanand Jayanti	Sinhgad College of Commerce, NSS Unit Board of Student Development (BSD)	4	10
International Yoga Day	Sinhgad College of Commerce, NSS Unit	6	10

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3.4.2 - Awards and recognition received for extension activities from Government and other recognition during the year

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

No file uploaded.

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				

No file uploaded.

3.5 - Collaborations

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

Nature of activity	Participant	Source of financial support	Number of activities
No Data Entered/Not Applicable !!!			

No file uploaded.

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To
No Data Entered/Not Applicable !!!				

No file uploaded.

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

Organisation	Date of MoU	Purpose/Activities	Number of students/teachers participated
No Data Entered/Not Applicable !!!			

signed

MoUs

No Data Entered/Not Applicable !!!

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure deve
165769	144147

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existin A
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newl
Seminar halls with ICT facilities	Exi
Classrooms with LCD facilities	Exi
Seminar Halls	Exi
Laboratories	Exi
Class rooms	Exi
Campus Area	Exi

[View File](#)**4.2 - Library as a Learning Resource**

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Yc autc
Autolib-Library management System	Fully	1.0.0	2

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Tot	
Text Books	5079	715933	10	1057	5089	
Reference Books	2897	834172	30	13847	2927	
Journals	Nil1	Nil1	21	40000	21	
Library Automation	1	Nil1	Nil1	Nil1	1	
Digital Database	Nil1	Nil1	1	Nil1	1	
CD & Video	420	500	12	Nil1	432	

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launch content
No Data Entered/Not Applicable !!!			

No file uploaded.

4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Availabl Bandwid (MBPS/GB
Existing	154	4	2	1	0	6	5	3
Added	0	0	0	0	0	0	0	0
Total	154	4	2	1	0	6	5	3

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

3 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and facility
NIL	Nill

4.4 - Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1719767	1495450	183358	159442

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

- Class rooms- Regular cleaning of the classroom is done by the non-teaching staff of the college. Cleanliness of the classroom is monitor by the teachers, in case of any complain regarding classroom , class teachers refer to the staff secretary, major problems are discuss with principal necessary action is taken Academic facility- • Library - Regular dust cleaning of library ambience and books is done. The annual purchase books and journals are done with the input given by the subject teachers. • Sports and Gym- A well equipped sports room attached with Gym is available in the college for the students. College gets the SPPU grand for sports equipments. E

director takes charge of student's sports need and grievances if any students took participation in various intercollegiate sports competition. Computer Labs - College have 4 computer labs. Students of BBA (CA) provided with the well equipped labs. In case of any technical problem teacher inform the issue to Lab Instructor. Maintenance and support carried out by system administrators. Regular up gradation is carried out for computers and software. To maintain computer literacy among BCOM and BBA students computer labs are available.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Amount
Group Discussion : Do's and Don'ts	19/12/2019	113	Nil
Communication Skills and Effective Leadership	11/09/2019	63	Nil
SIBAR Star @ par	17/01/2020	78	Nil

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam
2019	Guest lecture on "Why MBA"?	72	72	Nil
2019	Guest lecture on "Carrier"	63	63	Nil

opportunities in
Management"

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance
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No Data Entered/Not Applicable !!!

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Amdocs	2	2	Nil	Nil	

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined
2020	70	BBA	Department of BBA	SIBAR (MBA) Symbiosis Centre for Management and Human Resource MIT -World Peace University Balaji Institute of International Business Ajeenkya D Y Patil University
2020	30	BBA-CA	Department of BBA/BBA(CA)	SIBAR (MCA) Indira Institute of Management SIOM VIT D Y Patil School of MCA SIBAR (MBA) MIT - World Peace University Ajeenkya D Y Patil University

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

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

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

Activity	Level	Number of Particip
Sinhgad Karandak 2019-20	Institute	63

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5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number
2019	Title player of man for state.	National	Nil	Nil	Nil
2020	Achieve award and medal in national/international and local tournament	International	Nil	Nil	Nil
2019	Runners up position at inter university sport meet Mumbai	National	Nil	Nil	Nil
2020	Silver Medal in IPF national level power lifting competition, Delhi	National	Nil	Nil	Nil

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

The college has formed Student Council under Student Development Cell level it consists of 4 students as members who work have representat student council. These members are selected on the basis of their acad co-curricular performance at the college level throughout the year. T forth the problems of the student's in the meetings organized in institute. In addition to this one student member is nominated in IQ three Student members in Internal Complaint Cell.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 - Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

- Decentralization and operational autonomy available to various departments lead to good results and ease in functioning.
- The Administration Department of the college also has the autonomy for its operations.
- The institution promotes participative management. Various different committees at institutional level and departmental level are responsible for planning and execution.
- The institution firmly believes that achievement of quality depends on every employee's responsibility and everyone in the institution has a contributing role towards achievement of excellence. Faculty members have an opportunity to contribute their innovative ideas leading to improved processes and thereby achieve higher quality results.

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

Yes

6.2 - Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Faculty members of our college contribute in the World Bank held by the University for Restructuring of Syllabus. College had organized a Workshop on Implementation of Restructured Syllabus for B.Com/BBA/BBA (CA)/BBA (IB) and faculty members from sister concern of STES attended in large number.
Teaching and Learning	(a) Both Conventional and ICT methods are adopted for teaching-learning purpose. (b) The concepts were taught with the help of renowned Case studies for few subjects like Finance, HRM, Marketing etc. The institution follows student-centric Teaching and Learning methods. A continuous evaluation process for the students' progress has been adopted. According to CBCS Pattern, continuous evaluation process for the last Year has been carried out through Group Discussions, Assignments, Projects/Practicals and Student Presentations were conducted by the respective faculty members and internal assessment was done accordingly.
Examination and Evaluation	• All Examinations are conducted as per SPPU norms and guidelines. The internal assessment of students of second and third year was done on the basis of their performance in different components of Student Training Programme such as

	<p>Case-Studies, Aptitude GKCA Test, Group discussions, Peer Interviews etc. The Internal Examination was also conducted. For the First Year Students CBCS Pattern was adopted for internal assessment. The students of M.Com. are also engaged in field work in which the students are expected to collect data from banks, financial institutions and companies as a part of their project. These students are evaluated on the basis of their Project Work and Presentations. Due to COVID-19 situation, SPPU had conducted the examinations for the First Year Regular and SY Backlog Examinations by using the online platform. The Project Viva for T.Y.BBA and T.Y.B.Com. and M.Com-II for March/April-2020 were conducted online in the first month of September-2020.</p>
Research and Development	<p>The Faculty members are encouraged and motivated by the Research Cell to write research papers and present them at the National and International Conferences. (b) The research papers of the Faculty Members were also published in various reputed Journals and Conference Proceedings. (c) One research project is under process.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>The college has well-equipped infrastructure for both students and staff members like computer labs with internet connectivity, well maintained sports department with a variety of equipments. The premises of the college is under CCTV surveillance for better security. The college library is well equipped. In the library, there are in all 5089 text-books, 2927 Reference books, 21 Journals and we also have thousands of CD's.</p>
Human Resource Management	<p>(a) The skills of the staff members are utilized for academic and administrative purpose. (b) The Performance Appraisal of the faculty members is carried out annually. The students are asked to submit the online feedback of the staff members and the feedback of the same is also communicated to the staff members. (c) The college encourages the faculty members to attend various Seminars and Workshops.</p>
Industry Interaction / Collaboration	<p>(a) College had organized an Industrial visit to Hyderabad for the SY BBA students to acquaint them with the working and functioning of the different industries which gave them better exposure to understand the processes much better. Guest Lectures were organized and Eminent Personalities from various organizations were invited for the same.</p>
Admission of Students	<p>(a) Admissions of students is carried out as per the norms of Savitribai Phule Pune University. (b) The details of the Admission Process are made available on the Website of the college. (c) Counseling of students to choose appropriate course / combination of subjects is done by the College Authority, Admission Committee and also by the Faculty Members.</p>

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

E-governance area	Details
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Planning and Development	Internet is extensively used for Planning and Develop
Administration	For the purpose of Administration, various ICT tools admission software and mailing system are used on cont basis. CCTV cameras are also installed for better secur surveillance.
Finance and Accounts	Various softwares viz. Aspire " Software is used for gen Fee Receipts. "Paywhiz" software is used by the Acco Department to prepare Salary Sheet of the employees. "T: 9" is used for Accounting.
Student Admission and Support	Aspire " Software is used for admission purpose.
Examination	The Examination Department uses various ICT tools for functioning of the exam related activities with the h LAN, Networking and various softwares. It also uses t various tools and Software for Result Preparation of Fi Bachelor Courses. The University sends the Question pap the Online form by sending the OTP to the Principal and Examination Officer. Due to COVID-19 situation, SPPU conducted the examinations for the Third Year Regular Backlog Examinations by using the online platform in th of October-2020 and December-2020. Likewise, the colleg used the online platform to conduct the First Year 2013 Backlog Exams for March/April 2020 as directed by t University in the month of December-2020. The Project V T.Y.BBA and T.Y.B.Com and M.Com-II for March/April-202 conducted online in the month of Spetember-2020. Onlin Test was conducted before the final examination for students to get themselves acquainted with the online r examination.

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided
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No Data Entered/Not Applicable !!!

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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No Data Entered/Not Applicable !!!

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

Title of the professional development programme	Number of teachers who attended	From Date	To date
"Managing Online Classes and Co-creating MOOCS"	9	20/04/2020	06/05/2020
4 Week Orientation Programme	3	04/06/2020	01/07/2020

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	5	Nil	Nil

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
Gratuity, Medical Insurance, Group Insurance Scheme and EMBF are applicable to the Teaching Staff.	Non-Teaching Staff is entitled to Provident Fund, Medical Insurance, Group Insurance Scheme, Gratuity and EMBF.	Medical Insurance, Earned Leave Scheme under which students availed the benefit and carried out the work as per the University

6.4 - Financial Management and Resource Mobilization

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

The institution has a three tier audit system to audit all the financial transactions by external, internal as well as Statutory auditors. The books of accounts and the supporting evidences are subjected to external, internal and statutory audit. The internal audit practices are carried out to ensure the financial management of the institution to ensure sound financial position. Every year, the External audit and Statutory Audit is carried out to ensure total compliance with statutory requirements and obligations.

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

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

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6.4.3 - Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Head of Institution
Administrative	No	Nil	Yes	Head of Institution

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

Parent Teacher Interaction is practiced at individual level.

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

The Non-teaching staff i.e. staff from Accounts section attended the Training Programme on GST. Also, a training programme was attended by the members of Accounts Department to know the implementation of the upgraded "As Software".

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

- Regular meeting of Internal Quality Assurance Cell was conducted.
- Training Programme for all streams were designed and implemented effectively.
- Feedback from all stakeholders were collected, analyzed and used for overall improvement.

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	
b) Participation in NIRF	
c) ISO certification	
d) NBA or any other quality audit	

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Impact
2019	Guest Lecture on GST and its implications	09/08/2019	09/08/2019	09/08/2019	
2019	Guest Lecture on Essentials of Banking Sector Employment	19/08/2019	19/08/2019	19/08/2019	
2019	Workshop on No Honking Day	12/09/2019	12/09/2019	12/09/2019	

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution)

year)

Title of the programme	Period from	Period To	N Pa Fer
Nirbhay Kanya Abhiyan -A Guest Lecture on "Youth and Addiction: The Staggering Reality"	15/01/2020	15/01/2020	7
Nirbhay Kanya Abhiyan- Workshop on Self-Defence	21/01/2020	21/01/2020	8
Nirbhay Kanya Abhiyan - Seminar on Self-Defence	27/01/2020	27/01/2020	6
A Guest Lecture on, "Sanitary Hygiene and Menstrual Coping" for Girl students.	04/02/2020	04/02/2020	8

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

Percentage of power requirement of the University met by the renewable energy source
No Data Entered/Not Applicable !!!

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	Nil

7.1.4 - Inclusion and Situatedness

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

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	N p
Guest Lecture on Career Opportunities after Graduation	22/01/2020	22/01/2020	
Dr. Sarvapalli Radhakrishnan Birth Anniversary (Teachers Day) 5th September	05/09/2019	05/09/2019	
A.P.J Abdul Kalam Jayanti	15/10/2019	15/10/2019	
Savitribai Joytiba Phule Jayanti	03/01/2020	03/01/2020	

Swami Vivekananda Jayanti	13/01/2020	13/01/2020	
Shri Chatrapati Shivaji Maharaj Jayanti	20/02/2020	20/02/2020	
Workshop on "No Honking Day"	12/09/2019	12/09/2019	

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

1. No Honking day was organised.
2. Car Pooling by employees is practi
3. Waste Paper is Re-used on regular basis.
4. Sprinklers for Campus
5. Plastic-free Campus

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Best Practice I: Choice Based Credit System (CBCS)

- 1) Title of the Pr
Implementation of Choice Based Credit System (CBCS) for First Year St
of BBA, BBA (CA) B.Com.
- 2) Goal: The goal of CBCS emphasizes on stu
centric teaching and learning process. This pattern focusses on t
'Concurrent Evaluation' i.e. continuous evaluation throughout the cou
provides a platform for the students, to enhance their communicati
presentation skills as well as to provide basic and advanced techn
knowledge to students.
- 3) The Context: Looking at the competition ar
requirements for the students who wish to study abroad, this CBCS p
moulds the students to learn and stay competitive. This pattern enhan
skills of the students by learning different Add-on courses apart fr
regular curriculum.
- 4) The Practice: The Teachers teaching the cours
CBCS Pattern has the flexibility to design the different components
student evaluation. Based on different subjects, the teachers consi
various assignments, Presentations, Mini-Projects, Group Discussio
Business Exposure as per specializations etc. The students can get a
platform to learn and improve their employability skills.
- 5) Eviden
Success: The students response for the components of evaluation v
commendable. They actively participated in all the activities conduc
the respective subject teachers.
- 6) Problems Encountered and Resou
Required • Absenteeism was maximum because students find it difficul
Burdensome. • Some students do not attend due to laziness and other t
reasons. Recourses required are as follows: • Fully trained Instruct
Classroom • LCD • Stationary
- 7) Contact Details: Name of the Princ
Dr.Makarand.S.Wazal Name of the Institution: Sinhgad College of Com
City: Pune Pin Code: 411048 Accredited Status: B Work Phone: 020-269
Website: www.sinhgad.edu Mobile: 09421295544 E-

**Best Practices II: Celebration of Va
Birth And Death Anniversaries of Legends.**

- 1.) Title of the Practi
Celebration of Different Days by paying tribute to the social reforme
freedom fighters was initiated.
- 2) Goal: This Practice inculcates pat
and respect to our social reformers by remembering them. The student
give information about these legends through their speech. The hardsh
challenges faced by these reformers and their response to these situ
could give a great learning to the students.
- 3) The Context: This ac
was initiated so as to pay tribute to the social reformers and fre

fighters. 4) The Practice: The birth and death Anniversaries coming 1 month are noted. Based on the occasion, the things that can be done planned accordingly. The Garland and the flowers are offered to the frame of the Legend .A small programme is organized where the Student Teachers gathered give a speech remembering the legend. 5) Evidence Success: Evidence of success reflects through the gathering of the staff and faculty members for the function. Many students are also interested deliver their speech. 6) Problems Encountered and Resources Required number of participants are limited. 7) Contact Details: Name of the Principal: Dr.Makarand.S.Wazal Name of the Institution: Sinhgad College of Commerce City: Pune Pin Code: 411048 Accredited Status: B Work Phone 26933634 Website: www.sinhgad.edu Mobile: 09421295544 E-mail:principal.scoc@sinhgad.edu

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

http://www.sinhgad.edu/sinhgad-institutes-acs/college-pages/SCOC_Sr/AC

7.3 - Institutional Distinctiveness

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

We have a demographic diversity at our institute as the students as well as faculties come from diverse regions, religions and socio-economic backgrounds. We have students from different states as well as International students coming from Asian and African countries who add up to diverse culture. At our institute, we are trying to maintain 'uniqueness' by inculcating the value of 'togetherness' among all the members of the institution. Every year college organizes "International Student Meet" in which head of the institution interacts with the students to understand their problems related to academics. The parent organization i.e Sinhgad Technical Education Society has a separate "International Cell" to facilitate the issues related to international students. The Sinhgad Technical Education Society also organizes separate "Sinhgad Sports and Cultural Activities" for all International students of STES's. At our Institute, we run semester wise Student Training Programme (STP) for SY/TY BBA, BBA (CA) and B.Com last six years which include Group discussions, Aptitude test, GKCA, Harvard/IIM cases, Harvard Business Review Article Quiz, Business Communication module, Excel module, Technical Modules, Subject specific modules to enhance competitiveness and skills among students.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1. To Prepare for NAAC reaccreditation. 2. To prepare and come up with different ideas so as to execute the CBCS Pattern in a more effective way. To provide infrastructure to facilitate online Teaching and Learning.