



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

##### 1. Name of the Institution

SINHGAD COLLEGE OF COMMERCE

- Name of the Head of the institution **Dr. Makarand S. Wazal**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **02067571197**
- Mobile No: **8975003952**
- Registered e-mail **mh\_scock@sinhgad.edu**
- Alternate e-mail **principal.scoc@sinhgad.edu**
- Address **Sector No.40/4, Near PMC Octroi post, On Kondhwa-Saswad Road**
- City/Town **Pune**
- State/UT **Maharashtra**
- Pin Code **411048**

##### 2. Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Self-financing**
- Name of the Affiliating University **Savitribai Phule Pune University, Pune**
- Name of the IQAC Coordinator **Prof. Mamta Gokuldas Hatkar**
- Phone No. **02067571197**
- Alternate phone No. **02067571198**
- Mobile **8551061133**
- IQAC e-mail address **mh\_scock@sinhgad.edu**
- Alternate e-mail address **aqar\_scoc@sinhgad.edu**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

[http://www.sinhgad.edu/sinhgad-institutes-ac/college-pages/scoc\\_sr/pdfs/AQAR%202020-21.pdf](http://www.sinhgad.edu/sinhgad-institutes-ac/college-pages/scoc_sr/pdfs/AQAR%202020-21.pdf)

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

[http://www.sinhgad.edu/sinhgad-institutes-ac/college-pages/scoc\\_sr/pdfs/Academic%20Calender%202021-2022.pdf](http://www.sinhgad.edu/sinhgad-institutes-ac/college-pages/scoc_sr/pdfs/Academic%20Calender%202021-2022.pdf)

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.36</b>	<b>2011</b>	<b>16/09/2011</b>	<b>15/09/2016</b>

**6. Date of Establishment of IQAC**

**09/01/2012**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>

**8. Whether composition of IQAC as per latest NAAC guidelines**

**Yes**

- Upload latest notification of formation of IQAC [View File](#)

**9.No. of IQAC meetings held during the year** 2

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** **No**

- If yes, mention the amount

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

1. Encouraged faculty members to enroll and complete Ph.D. and to do more research. 2. Strengthen extension activities through NSS and 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.

**12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
1.To conduct IQAC Meeting for future planning and quality improvement of Academics and Research	1.Conducted two IQAC Meeting and implemented plans accordingly
2. To Conduct Guest Lectures .	2.Conducted guest lecture on 'Changing Mind set of Today's Youth' and Menstrual Health and Hygiene Management'
3.To celebrate the various birth and death anniversaries of great legends and social reformers.	3.Celebrated the birth anniversary of Swami Vivekananda
4. To Conduct Self Defense workshop for Girl students	4. Conducted ' Nirbhay Kanya Abhiyan ' Self Defense workshop for Girl students.
5. To Conduct International Yoga Day.	5. Conducted International Yoga Day
6. To Conduct Vaccination Drive for Covid 19.	6.Conducted Free Vaccination Drive for Covid 19.

**13.Whether the AQAR was placed before statutory body?** Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	29/08/2022

**14.Whether institutional data submitted to AISHE**

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	<b>SINHGAD COLLEGE OF COMMERCE</b>
• Name of the Head of the institution	<b>Dr. Makarand S. Wazal</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>02067571197</b>
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• Address	<b>Sector No.40/4, Near PMC Octroi post, On Kondhwa-Saswad Road</b>
• City/Town	<b>Pune</b>
• State/UT	<b>Maharashtra</b>
• Pin Code	<b>411048</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	<b>Affiliated</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Urban</b>
• Financial Status	<b>Self-financing</b>
• Name of the Affiliating University	<b>Savitribai Phule Pune University, Pune</b>
• Name of the IQAC Coordinator	<b>Prof. Mamta Gokuldas Hatkar</b>

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<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.sinhgad.edu/sinhgad-institutes-acscollege-pages/scoc_sr/pdfs/AQAR%202020-21.pdf">http://www.sinhgad.edu/sinhgad-institutes-acscollege-pages/scoc_sr/pdfs/AQAR%202020-21.pdf</a>				
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.sinhgad.edu/sinhgad-institutes-acscollege-pages/scoc_sr/pdfs/Academic%20Calender%202021-2022.pdf">http://www.sinhgad.edu/sinhgad-institutes-acscollege-pages/scoc_sr/pdfs/Academic%20Calender%202021-2022.pdf</a>				
<b>5. Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.36	2011	16/09/2011	15/09/2016
<b>6. Date of Establishment of IQAC</b>			09/01/2012		
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9. No. of IQAC meetings held during the year</b>			2		
• Were the minutes of IQAC meeting(s)			Yes		

and compliance to the decisions have been uploaded on the institutional website?	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<p>1. Encouraged faculty members to enroll and complete Ph.D. and to do more research. 2. Strengthen extension activities through NSS and 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.</p>	
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5. To Conduct International Yoga Day.	5. Conducted International Yoga Day
6. To Conduct Vaccination Drive for Covid 19.	6.Conducted Free Vaccination Drive for Covid 19.
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
<b>Name</b>	<b>Date of meeting(s)</b>
College Development Committee	29/08/2022
<b>14.Whether institutional data submitted to AISHE</b>	
<b>Year</b>	<b>Date of Submission</b>
2021-22	23/09/2022
<b>15.Multidisciplinary / interdisciplinary</b>	
Yes .	
College provides different options to the students to study	



different specializations, and Add-on courses are available.
<b>16.Academic bank of credits (ABC):</b>
As per the New Education Policy( NEP) , the institution has planned to provide guidelines to the students about the Academic Bank of Credit.
<b>17.Skill development:</b>
The Institution has planned to provide more skill development certificate courses for the students to improve their skills and abilities to face the competitive world.
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>
Yes.  The concepts of academics are described in the Regional language if the local state students face problems in understanding. Also, the concepts are illustrated in Hindi if out of state students raise queries or need explanation. All the students including out of state students show their regional cultural talent and speciality through various programmes in the cultural fest especially in Sinhgad Karandak.
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>
The institution focuses the outcome based education, for which it encourages the students for On job training, Internship in various forms for making them understand the practical use of education.
<b>20.Distance education/online education:</b>
Nil

## Extended Profile

### 1.Programme

1.1

4

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

File Description	Documents
Data Template	<a href="#">View File</a>

## 2.Student

2.1 770

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 162

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 334

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

## 3.Academic

3.1 23

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 23

Number of Sanctioned posts during the year

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>4</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>770</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>162</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>334</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>23</b>
File Description	Documents
Data Template	<a href="#">View File</a>

3.2	23
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	20
Total number of Classrooms and Seminar halls	
4.2	0.17 lakh
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	154
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The college 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 yearly teaching plan are prepared by each department. Academic calendar is prepared keeping in mind all the curricular and co-curricular aspects. A variety of teaching methodology is used by the faculty for the effective delivery of the curriculum. CInformation regarding time table, examination schedule, syllabi of the courses and various circulars issued by the university are displays on the college notice board, website as well as over official WhatsApp group. As per the changed syllabus new text books, Reference books and Journals are added to the Library periodically. Record of 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 record of attendance, internal marks, practical records, project work of their respective subjects. Faculty members actively participate in the syllabus reframing workshops, seminars, and Conferences.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/06/1.1.1LINK.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/06/1.1.1LINK.pdf</a>

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

Yes, the institution adheres to the academic calendar. As per the guidelines of the board of studies of the affiliated University the Time-Table committee frames the time-table at the beginning of the academic year. The Academic calendar is prepared keeping in mind all the curricular and co-curricular aspects.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/06/1.1.2-CIE.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/06/1.1.2-CIE.pdf</a>

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

47

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

47

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The Institution is an affiliating college that through its co-curricular activities tries to inculcate values and ethics among its students. It ensures not only effective curriculum delivery but also makes every effort to impart a holistic education that goes beyond the curriculum through myriad activities conducted throughout the year. Through these programmes students imbibe universal moral and social values, sensitivity towards gender issues and environmental consciousness. 1. Environmental education through projects, field work, Students are also encouraged to participate in different programmes like online quiz contests organized by other Institutions for enhancing awareness related to the environment. 2. Value education through the project. 3. Human values promoted through the activities of the NSS, NSS Department is working for illuminating the young minds of the duties and responsibilities of the citizens of this country.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

518

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

518

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

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

**D. Any 1 of the above**



File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

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

#### D. Feedback collected

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://forms.gle/qNhR7jdisCscpQED6NIL">https://forms.gle/qNhR7jdisCscpQED6NIL</a>

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

1800

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

162

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

Bright students and slow learners were identified and separate classes for both were conducted.

Extra lectures were conducted for revision purpose and problem solving. The time table for the same has been attached.

File Description	Documents
Link for additional Information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/06/2.2.1-SLOW-LEARNER-1.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/06/2.2.1-SLOW-LEARNER-1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
770	21

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

The college has adopted the student centric methodologies to make learning a personalized experience, in which students engage themselves in different skill-based and competency-based activities. Through these methodologies we encourage our students to be creative, innovative and result oriented. Each student has distinctive talent and unique skills in understanding and learning. Students become more adaptive so he or she can succeed in their academic and personal lives and also they do contribute

to the progress of society. We implement student centric methodology that includes presentation, poster Preparation, project works, case studies, environment awareness studies, field works/industrial visits, industrial/field visit is a regular practice for BBA students, due to covid-19 pandemic situation students unable to visit industries, students prepared projects on the basis of secondary data only.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/05/ICT.docx.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/05/ICT.docx.pdf</a>

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

During the first semester, teachers continued to use various online platforms for making teaching learning process more interactive and effective. Such as Zoom, Google Classroom, YouTube audio and videos were shared to enhance the knowledge of students. Online notes were shared, case studies were discussed, PPT presentations were taken.

In the usual practice, teachers use LCD Projector, Computer labs, PPT Presentation, WhatsApp for sharing information, notes, Assignments, YouTube videos.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/05/ICT.docx.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/05/ICT.docx.pdf</a>

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

**2.3.3.1 - Number of mentors**

21

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

11

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

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

162

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

Internal assessment is transparent and robust in terms of frequency and mode. Internal exams are conducted once towards semester end and class tests are conducted on regular intervals through out the semester. The assessments are done through online as well as offline mode in oral or written formats.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/05/Examination_Mechanism.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/05/Examination_Mechanism.pdf</a>

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

Internal examination related grievances is transparent, time-bound and efficient. Students are shared the exam results immediately after assessment is done in the classrooms. And in case of any grievance, subject teachers take action to correct it.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/05/Examination_Mechanism.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/05/Examination_Mechanism.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the

Programmes offered by the institution.

Teachers and students are aware of the Program and course outcomes of the programs offered by the institution. Courses offered by the institute are B.Com, BBA and BBA-CA. Further details are uploaded herewith.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/06/Program-outcome2021-22.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/06/Program-outcome2021-22.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Programme outcomes and course outcomes are evaluated by the institution on regular basis using various methodologies like class room teaching, learning, group discussions, assignments, projects, PPT presentations, class tests, internal examinations etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.sinhgad.edu/sinhgad-institutes-ac/college-pages/scoc_sr/pdfs/Progarm-Outcomes-Course-Outcomes-and-Program-Specific-Outcomes.pdf">http://www.sinhgad.edu/sinhgad-institutes-ac/college-pages/scoc_sr/pdfs/Progarm-Outcomes-Course-Outcomes-and-Program-Specific-Outcomes.pdf</a>

2.6.3 - Pass percentage of Students during the year

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

298

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/05/Annual-report-2021-22.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/05/Annual-report-2021-22.pdf</a>

## 2.7 - Student Satisfaction Survey

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

[http://www.sinhgad.edu/sinhgad-institutes-acs/college-pages/scoc\\_sr/pdfs/SCOC%20Student%20Satisfaction%20Survey%202021-22.pdf](http://www.sinhgad.edu/sinhgad-institutes-acs/college-pages/scoc_sr/pdfs/SCOC%20Student%20Satisfaction%20Survey%202021-22.pdf)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

00

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="#">NA</a>

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

00

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

6

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>



**3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year****3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

2

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities**

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

Extension activities are carried out under NSS Programm . The institution has conducted various activities like Free Vaccination Drive for Covid -19, Blood Donation Camp, Tree plantation, Guest lecture on Menstrual Health and Hygiene Management, and International Yoga Day.

File Description	Documents
Paste link for additional information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/06/NSS-REPORT-2021-22.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/06/NSS-REPORT-2021-22.pdf</a>
Upload any additional information	<a href="#">View File</a>

**3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year****3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

6

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

120

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration****3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

272

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year****3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**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.

The Institution has always worked for the mission of providing the best possible infrastructure to create an effective teachinglearning environment through extensive use of ICT. Over the years the infrastructure of the institution has been upgraded keeping in mind the developments and rising demands in the education sector. State-of-the-art technology is made

available in the classrooms.

Teaching Learning activities - classrooms, technology enabled learning spaces, seminar hall, laboratories.

Classrooms- All the classrooms have been renovated on modern lines with comfortable and space saving furniture, Wi-Fi connectivity, and some classrooms are with LCD facilities , Lecture Capture facility, vitrified tiled floors, complete air conditioning, power back up etc.

Seminar hall- A dedicated seminar hall with audio-visual facilities is in place for regular use. Along with it, many of the big classrooms also being used as seminar hall.

Water cooler- Every floor there is a water cooler service is provided

Laboratories-. Computer labs are there for practical of IT related subjects.

Library:The college library is equipped with Various Ref. & Text Books,magazines,printer, big reading hall and spacious digital library also.

Other Facilities: Central Training and Placement Cell,Hostel Facility With Mess,Canteen facility,Photocopy center, Laundry, Bank with ATM, is also available in the campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.sinhgad.edu/sinhgad-institutes-acs/college-pages/scoc_sr/pdfs/4.4.2%202020-21.pdf">http://www.sinhgad.edu/sinhgad-institutes-acs/college-pages/scoc_sr/pdfs/4.4.2%202020-21.pdf</a>

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

Cultural Activities : Under the banner of 'Sinhgad Karandak', annual Cultural fest.It is one of the biggest annual student festivals in Pune.Through this event, students are showing their talent by participating in different events students from different colleges. It is organized for inter-campus,

intercollegiate .This platform provides the students to showcase extra-curricular talent, leadership and organization skills. It comprises of events in the form of competitions, and stage performances such as, Mr. and Miss. Sinhgad, Singing, Dance, Street play, Treasure Hunt, Art Gallery, Fashion Show and many others.

**Sports and Games:** The institute has facilities for organizing both indoor and outdoor sports. Facilities for outdoor sports include cricket, lawn tennis, Football, volley ball, Basket ball, kabaddi, and indoor sports include table tennis, carom board, chess.

**Yoga Center:** We believe that yoga is what youngsters need most today and thus institute celebrates International Yoga Day every year on 21st June. Yoga and meditation sessions are conducted for the students and staff in the premises through NSS unit of the institute.

**Gymnasium Hall:** our institutes are separate well equipped Gymnasium Hall. In the Gymnasium Hall Fitness, Strength, Endurance, Power related Equipment.

**Other Facility:**General Stores,Fruit Centre,Power Backup /Generator,Central Water Pump House,Parking Facility..

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.sinhgad.edu/sinhgad-institutes-ac/college-pages/scoc_sr/pdfs/4.4.2%202020-21.pdf">http://www.sinhgad.edu/sinhgad-institutes-ac/college-pages/scoc_sr/pdfs/4.4.2%202020-21.pdf</a>

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

20

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

15

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.sinhgad.edu/sinhgad-institutes-ac/college-pages/scoc_sr/Facilities_Ammenities.html">http://www.sinhgad.edu/sinhgad-institutes-ac/college-pages/scoc_sr/Facilities_Ammenities.html</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

0.17 lakh

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management System (ILMS)

Name of ILMS Software: Autolib-Library management System

Nature of automation: Fully Automated

Version: 1.0.0

Year of Automation: 3rd oct. 2009

**Library Services:**

1. Barcode based circulation service.
2. OPAC (Books searching tools)
3. E-Library/Digital Library
4. E-Books searching
5. Internet Facility
6. Electronic Document Delivery
7. Interlibrary Loan Facility
8. Reference Service
9. Referral Service.
10. E-mail & SMS service
11. CAS/SDI Service

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/05/4.2.1-library-management-system-1.docx">http://scoc.sinhgad.edu/wp-content/uploads/2023/05/4.2.1-library-management-system-1.docx</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

**Nil (Sharing with Parent Institutes)**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

**66**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

**Yes,**

**The Institute provides the IT Facility and WiFi Facility which can be availed Student and as well as Faculty.**



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

**4.3.2 - Number of Computers**

**154**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

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

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**4.4 - Maintenance of Campus Infrastructure**

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

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

**5.65850**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

**Physical facility- ? Class rooms- Regular cleaning of the classroom is done by the nonteaching staff of the college. Cleanliness of the classroom is monitor by the class teachers, in case of any complain regarding classroom , class teachers inform to the staff secretary, major problems are discuss with principal and necessary action is taken Academic facility- ? Library - Regular dusting and 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 Room and Gym- A well equipped sports room attached with Gym is available in campus for the students. College gets the SPPU grand for sports equipments. Physical director takes charge of students sports need and grievances if any. Our students took participation in various intercollegiate sports competition. ? Computer Labs - College have 4 computer labs. Students of BBA (CA) are provided with the well equipped labs. In case of any technical problem subject teacher inform the issue to Lab Instructor .Maintenance and support are carried out by the system administrators. Regular up gradation is carried out for computers and software. To Maintain computer literacy among BCOM and BBA student computer labs are available.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/05/Adobe-Scan-30-May-2023.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/05/Adobe-Scan-30-May-2023.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
16	
<b>File Description</b>	<b>Documents</b>
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
0	
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>C. 2 of the above</b>

File Description	Documents
Link to institutional website	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/06/NSS-REPORT-2021-22.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/06/NSS-REPORT-2021-22.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

00

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

00

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

01

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

37

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

**government examinations) during the year**

00

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

15

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

NIL

File Description	Documents
Paste link for additional information	NA
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the**

**Institution participated during the year (organized by the institution/other institutions)****5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

01

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

**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

**Registration has been Started...**

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

**GOVERNANCE, LEADERSHIP AND MANAGEMENT****6.1 - Institutional Vision and Leadership**

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

**VISION**

To be the frontrunners in providing quality learning experience by creating and persisting:

- Atmosphere that stimulates the intellect and inculcates the pursuit of knowledge and excellence.
- Developing hard core professionals with excellent competencies and communication skills.
- Delivering the very best of human resources and technology.
- Fulfilling moral and social responsibility towards society.

**MISSION**

- We, at Sinhgad College of Commerce are committed to excel and willing to be judged by the highest standards in education. We aim to nurture the inherent potential in students through diverse and novel ideas of education. We believe in accepting technology and also trust the roots of knowledge in conventional methods. Our faculty and resources encourage our students to dream, dare and broaden their perspectives and achieve the impossible.

File Description	Documents
Paste link for additional information	<a href="http://scoc.sinhgad.edu/about-us/">http://scoc.sinhgad.edu/about-us/</a>
Upload any additional information	<a href="#">View File</a>

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

- 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 is every employee's responsibility and everyone in the institution has a role in contributing towards achievement of excellence. Faculty members have an opportunity to contribute their innovative ideas leading to improved processes and thereby achieve higher quality results

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

With the Advancement of Modern Education. The institution Strives Hard to Provide Education which Bridges the Gap of Corporate Needs. To fulfill this Requirement the college has adopted both offline and online teaching learning Methods.

the college has consitited college development committee(CDC) Which meets on a regular basis to make stategics plan

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/06/6.2.1-STRATEGIC-PLAN.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/06/6.2.1-STRATEGIC-PLAN.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The institution has various bodies for smooth exercise of work at all levels and departments. For smooth and efficient functioning, the college has College Development Committee,

consisting of 18 members. These members include President, Secretary, Vice-President (HR), Vice-President (Admin), Principal, Directors of sister concern, teaching staff as well as non-teaching staff. The role of CDC is to fill the vacancies of teaching and non-teaching staff of the college, as and when they occur.

Service Rules and Procedures for Recruitment of staff are guided by the Savitribai Phule Pune University (SPPU), and the rules of UGC, as amended from time to time. The recruitment rules for the teaching and non-teaching staff, along with the eligibility criteria, are as per the rules prescribed by the UGC

File Description	Documents
Paste link for additional information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/06/6.2.1-STRATEGIC-PLAN.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/06/6.2.1-STRATEGIC-PLAN.pdf</a>
Link to Organogram of the Institution webpage	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/05/6.2.2-ORGANOGRAM-1-2.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/05/6.2.2-ORGANOGRAM-1-2.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

- 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.
- 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.
- in addition to this, various other facilities are provided both teaching and non teaching staff within the capus , such as Sibar Canteen , Mess, Bank and ATM Facility , Health Care Centre, Nescafe Area, Stationery , GYM

File Description	Documents
Paste link for additional information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/06/6.3.1-welfare-measues.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/06/6.3.1-welfare-measues.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

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

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

05

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**There is an Internal Performance Appraisal System for all its staff members. The Principal monitors and evaluates the performance of all its staff and communicates the area of**

improvement. The Online Students Feedback is taken about all the teachers subject-wise. There are Grievance Redressal and Suggestion Box placed within the institute, so that students can express their queries and concerns about the teachers. These all are scrutinized and assessed by the Principal, who further communicates the outcomes with the staff members.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

The 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 monitor 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

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

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

NIL

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The Institution always ensures that the funds/resources are collected on timely basis, and are utilized in the best possible way. The main sources of receipts are fees collected from students, grants from University and other miscellaneous incomes received from the sale of old newspapers, scraps, etc. Fees collection is done in a systematic way within time frame. The resources are carefully allocated to meet overall administrative requirements including recruitment of staff as and when required, infrastructural upgradations and maintenance, etc.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	<a href="#">View File</a>

### 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

The IQAC has focused on mental well-being of the students. These programmes have tried to address the variety of mental health issues faced by the students, who comes from multi-cultural background and from different cities. The discussions help the students to identify their areas of concerns, and the interactions give them the opportunity to vent their anxieties and woes. Such programmes initiated by IQAC, are now held at regular intervals and have become integral part of the college activities. During the period of pandemic and lockdown, such sessions were held on the virtual platform to take care of the students' mental health and to uplift their spirits.

File Description	Documents
Paste link for additional information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/06/IQAC_ACTION-TAKEN-REPORT.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/06/IQAC_ACTION-TAKEN-REPORT.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The regular meetings of the IQAC internally as well as with the Principal and different committees are conducted to ensure improvement in all possible areas. Regular feedback obtained from different stakeholders helps in proper identification of the target area. The major tasks set-up by the IQAC in the last year was to take care of the mental health issues of the students during the pandemic times.

File Description	Documents
Paste link for additional information	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/06/IQAC_ACTION-TAKEN-REPORT.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/06/IQAC_ACTION-TAKEN-REPORT.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://scoc.sinhgad.edu/wp-content/uploads/2023/05/Annual-report-2021-22.pdf">http://scoc.sinhgad.edu/wp-content/uploads/2023/05/Annual-report-2021-22.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

**Nil**

File Description	Documents
Annual gender sensitization action plan	<a href="#">NA</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">NA</a>

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

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of



degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

### 1.Solid Waste Management

Institute campus is having biogas generation plant with 800 kg capacity in order to dispose wet and biodegradable waste. Approximately 30kg of methane is getting generated. STP receives biodegradable wet solid waste from floor sweepings and lawn trimmings.

### 2. Waste Water Management

The institute is having Sewage Treatment Plant (STP) of capacity 1.5 lakh liters/day. All the trees, lawns, flower beds, botanical garden of medicinal plants in the campus is maintained through it. Entire open land is properly utilized under green coverage and properly maintained throughout the year with the help of special care takers for it.

### 3. E-Waste Management:

In our institute Discarded Electronic and computer accessories are sold through auction to a licensed vendor (Poona E-waste Associate) on periodical basis.

### 4. Waste Recycling System

The institute has a water softener and sewage treatment plant and recycling as well. The solid waste generated in the campus is collected periodically and it is fed to the biogas plant. Its byproducts are methane gas is used for canteen and sludge is used as a fertilizer for the gardening purpose in the campus.

### 6. Hazardous chemicals and Radioactive Waste: NA.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">NA</a>
Any other relevant information	<a href="#">View File</a>

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

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

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

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

**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

**7.1.6.1 - The institutional environment and**

**A. Any 4 or all of the above**

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

We have a diversified student and faculty base at our institute from various demographic-regions, religions and socio-economic backgrounds. We have students from different states of India, Asian and African countries who add up to the diverse culture. At our institute, We are trying to maintain 'uniqueness' inculcating the value of 'togetherness' among all the members of the institution. Every year the college organizes "International Student Meet" where the head of the institution interacts with the students academic related problem and provide solutions. The parent organization i.e Sinhgad Technical Education Society (STES) has a separate "International Cell" to facilitate issues related to international students. The Sinhgad Technical Education Society also organizes separate "Sinhgad Sports and Cultural Activity" for all International students of STES's. At our Institute, we conduct various courses and programs to enhance the students mental health, IQ, Academic knowdege, Extra Curriculum activities and overall personality development.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

In observation of the importance of inculcating the constitutional obligations, values, rights, duties and responsibility in both staff and students at our College and taken the initiation of introducing the Constitution of India as an audit course to its students besides organizing sensitization and awareness programmes in the college regarding Human Rights, Fundamental Rights, Legal Awareness, Traffic Awareness, Civil Safety, Values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**D. Any 1 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Yes ,the institute Celebrate Birth And Death Anniversaries of Legends, with various days like Teacher Day, International Women's Day, International Yoga Day etc. Due to Pandamic situation these events celebrated on virtual bases through Zoom Platform.**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice I: Choice Based Credit System (CBCS)

- 1) Title of the PreImplementation of CBCS for First Year & Second Year student of BBA, BBA(CA) B.Com.
- 2) Goal: The goal of CBCS emphasizes on student centric teaching & learning process.
- 3) The Context: This pattern enhances the skills of the students by learning different Add-on courses apart from the regular curriculum.
- 4) The Practice: The Teachers teaching the course CBCS Pattern has the flexibility to design the different components student evaluation.

### Best Practices II:

- Celebration of Birth And Death Anniversaries of Legends. 1.) Title of the Practice Celebration of Different Days by paying tribute to social freedom fighters was initiated. 2) Goal: This Practice inculcates respect to our social reformers by remembering them.
- 3) The Context: This activity was initiated so as to pay tribute to the social reformers & freedom fighters. 4) The Practice: The birth and death Anniversaries coming in month are noted. Based on the occasion, the things that can be done planned.

Contact Details:

Name of the Principal: Dr. Makarand. S. Wazal

Name of the Institution: Sinhgad College of Commerce,  
Kondhwa (Bk)

City: Pune

Pin Code: 411048

Accredited Status: B Work

Phone: 020-67571197,

Website: [www.sinhgad.edu](http://www.sinhgad.edu)

Mobile: 08411887372

Email: [principal.scoc@sinhgad.edu](mailto:principal.scoc@sinhgad.edu)

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

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

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 this 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 all issues related to international students. The Sinhgad Technical Education Society also organizes separate "Sinhgad Sports and Cultural Activities" only for all International students of STES's.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

1. To Prepare for NAAC re-accreditation. 2. To prepare and come up with different ideas so as to execute the CBCS Pattern in a more effective way.

3.To prepare for NEP implementation. 4. To provide more infrastructure facility for online Teaching and Learning.

5.To plan for more extension activities and extra curricular activities.