YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

SINHGAD TECHNICAL EDUCATION SOCIETY'S SINHGAD COLLEGE OF COMMERCE KONDHWA, PUNE

- 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

  Maharastra

- Pin Code

  411048

2.Institutional status

- Affiliated /Constituent

  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 **Dr. Mamta Gokuldas Hatkar**

- Phone No. **02067571197**

- Alternate phone No. **02067571198**

- Mobile **8551061133**

- IQAC e-mail address **mh_scock@sinhgad.edu**

- Alternate Email address **aqar_scoc@sinhgad.edu**

3.Website address (Web link of the AQAR (Previous Academic Year)   http://scoc.sinhgad.edu/wp-content/uploads/2023/06/AQAR-2021-22.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: http://scoc.sinhgad.edu/wp-content/uploads/2024/02/Academic-Calendar-2022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B**	**2.36**	**2011**	**16/09/2011**	**15/09/2016**
Cycle 2	**B+**	**2.55**	**2023**	**15/12/2023**	**14/12/2028**

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
NIL	**NIL**	**NIL**	**NIL**	**NIL**

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   **4**

- 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   No File Uploaded

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 Guest Lectures .	1. Conducted various guest lectures by all the departments.
2. To conduct activities through Student Development Cell	2. Conducted ' Nirbhay Kanya Abhiyan ' Self Defense workshop for Girl students.
3. To Conduct International Yoga Day.	3. Conducted International Yoga Day
4. To orginize Parent Teacher counselling Meet	4. Organized Parent Teacher Meet and made counselling
5. To organise placement drive and other activities	5. Organized placement drive and conducted guidance program on resume building

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	20/11/2023

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	SINHGAD TECHNICAL EDUCATION SOCIETY'S SINHGAD COLLEGE OF COMMERCE KONDHWA, PUNE
• 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	Maharastra
• Pin Code	411048
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• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
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• Name of the Affiliating University	Savitribai Phule Pune University, Pune

• Name of the IQAC Coordinator	**Dr. Mamta Gokuldas Hatkar**
• Phone No.	**02067571197**
• Alternate phone No.	**02067571198**
• Mobile	**8551061133**
• IQAC e-mail address	**mh_scock@sinhgad.edu**
• Alternate Email address	**aqar_scoc@sinhgad.edu**
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- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	20/11/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	20/11/2023

15.Multidisciplinary / interdisciplinary

Yes. College provides different options to the students for the study of different specilizations and Add-on courses.

16.Academic bank of credits (ABC):

The institution has started the process by providing guidelines time-to-time to the students about the Academic Bank of Credit and the process of completion is done..

17.Skill development:

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.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

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 programms in the cultural fest.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

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.

20.Distance education/online education:

Nil

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**4**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**369**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2	**322**

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

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**184**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**18**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**18**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**19**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**7.87**
4.3 Total number of computers on campus for academic purposes	**154**

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. Information 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 ofdifferent 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	[View File](#)
Link for Additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/1.1-1.pdf

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 document	View File
Link for Additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/1.1-1.pdf

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   **B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

4

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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)

17

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

575

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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 thiscountry.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

287

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	NIL
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	NIL

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 students admitted during the year

369

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

322

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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

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

File Description	Documents
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/slow-learner-timetable22-23.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
759	18

File Description	Documents
Any additional information	View File

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, instituteencourages thestudents 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 contributeto the progress of society. We implement student centric methodology that includes presentation, poste Preparation, project works, case studies, environment awareness studies,field

works/industrial visits, industrial/field visit is a regular practice for BBA students.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/2.3.1-Students-Centric-Methods-1.pdf

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

In the usual practice , teachers use LCD Projector , Computer labs , PPT Presentation , What's app for sharing information, notes, Assignments, You tube videos.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

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

18

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

2.4 - Teacher Profile and Quality

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

18

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

07

File Description	Documents
Any additional information	View File
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)	View File

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

18

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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 conduced once towards semester end and class tests are conducted on regular intervals through out the semester. The assessments are done throught online as well as offline mode in oral or written formats.

File Description	Documents
Any additional information	View File
Link for additional information	://scoc.sinhgad.edu/wp-content/uploads/2024/02/5.1.3_cohttpmpressed.pdf

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

The process to settle grievances related to internal examinationis 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	View File
Link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/5.1.3_compressed.pdf

2.6 - Student Performance and Learning Outcomes

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

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	View File
Paste link for Additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/2.6.1-PO-CO.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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	View File
Paste link for Additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/2.6.2-Subject-Wise-CO-PO-Attainment-1.pdf

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

130

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/2.6.3.1-Annual-Report-2022-23.pdf

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://scoc.sinhgad.edu/wp-content/uploads/2024/02/SCOC-Student-Satisfaction-Survey-2022-23.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)

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

Nil

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	nil

3.2 - Innovation Ecosystem

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

The institution, Sinhgad College of Commerce, has diligently established an ecosystem that fosters innovations and actively promotes the creation and transfer of knowledge. While there is currently no separate incubation center specifically dedicated to research and innovation work, the college has implemented various activities and initiatives to instill research and innovation skills among both its esteemed faculty and enthusiastic students.

To begin with, the college has thoughtfully provided a well-equipped library, alongside modern computer laboratories offering essential software assistance, internet connectivity, an extensive collection of books and journals, as well as access to electronic study and research materials. These resources serve as the foundation for nurturing an environment conducive to research and innovation.

To further drive research endeavors, the institution has constituted a Research Committee under the guidance of the Academic & Research Coordinator. This committee plays a pivotal role in initiating research ideas and projects, working collaboratively with teachers and students to cultivate and enhance their research skills. As part of its efforts, the committee actively encourages participation in seminars, workshops, conferences, and business expos, providing a platform for exchanging ideas, insights, and knowledge.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL

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

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

Nil

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	NIL
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

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

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Extension activities are carried out under NSS Programm . The institution has conducted various activities like Blood Donation Camp, Tree plantation and International Yoga Day.

File Description	Documents
Paste link for additional information	https://scoc.sinhgad.edu/wp-content/uploads/2024/02/Extention-Activities-1.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - 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

3.4.3.1 - 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

10

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

142

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

1

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

5

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

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 floorthere 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 VariousReference& Text Books,magzines,printer, big reading hall and spacious digital library also. Other Facilities: Central Traning 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	View File
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.1.1-SCOC-College-Support-file.docx

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 institutehave theseparate 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	View File
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads /2024/02/4.1.2-Support-File.pdf

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

19

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads /2024/02/4.1.3-support-file.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

2.54

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

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- and KOHA- Library management System

Nature of automation: Fully Automated Version: 1.0.0 Year of Automation: 3rd oct. 2009 and KOHA Version22.11.04 implementedon21st February 2023.

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	View File
Paste link for Additional Information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.2.1-Support-Doc.docxhttp://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.3.1-Information.docx

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

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

0.009

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

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

93

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The Institute updates and provides the IT Facility includingWi Fi Facility which can be availed by the students as well as staff members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.3.1-Information.docx

4.3.2 - Number of Computers

154

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

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

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)

11.72

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

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	View File
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

1

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/5.1.3_compressed.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

459

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

459

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

09

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

101

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

106

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

9

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

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)

College encourages students to participate in the management of various committees. Student representatives are appointed on many committees viz. anti -ragging committee, cultural committee, entrepreneur committee, counselling and competitive examination cell, equal opportunity cell, electoral literacy club etc.

File Description	Documents
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/5.3.2.pdf
Upload any additional information	View File

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

15

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

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.

File Description	Documents
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads /2024/02/Alumni-Association- Certificate.pdf
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

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

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

Vision

To explore, establish and improvise continually in order to develop a complete learning experience along with providing infinite opportunities for development of the students and at the same time, providing quality education to one and all.

Mission

To impart higher education that transforms students through qualitative coursework to create consciousness about needs of society and industry to attain the academic excellence as well as essential life skills.

Objectives

- **To become one of the vital source centers with the programs by providing academic**

experiences, skill development and training programs.

- **To emphasizeon prominence of conceptual understanding rather than traditional**

ways of learning for the extensive use of Technology.

- **To enhance students' learning with the help of guest lectures, Internship**

opportunities and placement activities.

- **To provide value addition among students through effective conduction of co-**

curricular and extra-curricular activities.

- **To enlighten students with current environmental concerns.**

File Description	Documents
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/03/Proof-of-6.1.1-Institution-Vision-and-Mission-2-1.pdf
Upload any additional information	View File

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

The College Development Committee (CDC), along with the Internal Quality Assurance Cell (IQAC) and various internal committees, is dedicated to enhancing faculty development, ensuring a quality teaching-learning process, and providing support facilities for comprehensive student development. Administrative responsibilities are decentralized across departments and internal committees, each contributing to the successful execution of planned activities. The CDC serves as a crucial link between the management and the college, holding regular meetings throughout the year to review and guide academic and financial matters. With three departments and various student-centric cells, department heads and cell coordinators manage administration under the supervision of the Principal and IQAC Coordinator. The inclusive approach involves proactive participation of student representatives in planning and implementing activities, fostering a holistic development environment for students. Meetings and consultations with the Principal and Committee In-Charge contribute to effective implementation of the college's plans.

File Description	Documents
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/03/6.1.2-Distribution-of-Workload-2022-23-1.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has meticulously crafted a perspective plan aligned with its overarching vision and mission, drawing insights from extensive consultations with diverse stakeholders, experiential learnings, introspection, and guidance from university authorities. The plan is a comprehensive roadmap that prioritizes the enhancement of academic, administrative, and infrastructural facets, all geared towards fostering the holistic development of students. A key focal point of the plan is the augmentation of teaching-learning processes to ensure a well-rounded educational experience. Notably, the institution is committed to the effective execution of the perspective plan, with a specific emphasis on skill development. To achieve this, the college has strategically

designed and implemented a range of add-on courses that are tailored to meet the evolving needs, relevance, and prospective trends in the academic landscape. This forward-looking approach underscores the college's dedication to staying abreast of educational advancements and providing students with a dynamic and enriching learning environment

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://scoc.sinhgad.edu/wp-content/uploads/2024/02/proof-of-6.2.1-1.pdf
Upload any additional information	[View File](#)

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 formulation of overall policies within the institution is vested in the Board of Trustees, led by the President. In accordance with the Maharashtra Universities Act, 2016, the College Development Committee (CDC) is established to make pivotal policy decisions. The day-to-day operational aspects and activities are orchestrated under the guidance of the Principal and the Internal Quality Assurance Cell (IQAC). Various committees, comprising teachers and interested students, are formed for specific activities, with course coordinators overseeing planning and implementation at the departmental level.

Administratively, the Office Superintendent heads the administrative office, where clerks and Class IV employees operate under their supervision, managing administrative tasks and infrastructure maintenance. The adherence to the Maharashtra Universities Act, government policies, UGC and University guidelines, and statutes is diligently implemented in matters related to appointments, service rules, and procedural aspects. This comprehensive framework ensures compliance and excellence in the institution's functioning.

File Description	Documents
Paste link for additional information	https://scoc.sinhgad.edu/wp-content/uploads/2024/02/Proof-6.2.2-1-Copy-2.pdf
Link to Organogram of the institution webpage	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/Organogram-.pdf
Upload any additional information	View File

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	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

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	http://scoc.sinhgad.edu/wp-content/uploads /2024/03/6.3.1welfare-measures.pdf
Upload any additional information	View File

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	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

5

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

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 ofimprovement. 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	http://scoc.sinhgad.edu/wp-content/uploads/2024/03/Proof-of-6.3.4.pdf
Upload any additional information	View File

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	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.1.4-Audit-report-2022-23.pdf
Upload any additional information	View File

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)

0

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

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

College is completely self funded and permanently non aided Institution. Mobilization of funds mainly takes place through fees collected from the students. Being an affiliated college, it follows rules, regulations and guidelines of the Government of Maharashtra and University with regard to fees structure and financial management.

For effective fund management and optimum utilization of resources, an annual budget is prepared and approved by CDC and Management. Excess expenses, if any; need to be approved by the CDC. For various departments and activities, activity based budget is prepared and approved by the Principal. Utmost care is taken to avoid unnecessary expenses for optimum utilization of funds.

File Description	Documents
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/03/6.4.3-fund-utilisation-.pdf
Upload any additional information	View File

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 Internal Quality Assurance Cell (IQAC) plays a pivotal role in enhancing the overall quality of the college by implementing various practices. Firstly, the institution focuses on inculcating essential life skills and improving employability through guest lectures, seminars, and skill enhancement workshops. Experienced professionals from diverse fields, including corporate experts, guide students on industry-relevant skills and domain knowledge.

Additionally, the college emphasizes the importance of collaboration between parents, teachers, and students for holistic student development. Regular interactions, such as parent-teacher meetings and informal communication through platforms like WhatsApp, foster a strong understanding and relationship among stakeholders.

A significant aspect of the IQAC's initiatives is the attention given to students' mental well-being. Recognizing the diverse cultural backgrounds and geographical origins of the student body, the IQAC addresses mental health issues through regular programs. These sessions provide a platform for students to express their concerns and anxieties, fostering an open dialogue. Even during the pandemic and lockdown, the IQAC adapted by conducting virtual sessions to ensure students' mental health was prioritized, contributing to their overall well-being and maintaining the integral role of such initiatives in the college's activities.

File Description	Documents
Paste link for additional information	https://scoc.sinhgad.edu/wp-content/uploads/2024/02/Proof-of-6.5.2-2.pdf
Upload any additional information	View File

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 college prioritizes continuous improvement through various measures, which involves encouraging teachers to participate in training programs, Faculty Development Programs (FDPs) and the incorporation of innovative teaching-learning methods, such as the integration of Information and Communication Technology (ICT). The evaluation of teaching-learning effectiveness relies on comprehensive feedback from both students and teachers, considering outcomes from diverse activities, student engagement and examination performance. The Principal, Course Coordinator and the Internal Quality Assurance Cell (IQAC) collaboratively guide and support faculty to enhance the overall functioning of the college. Two key areas of focus during the year involve promoting advanced teaching methods and ICT utilization, with faculty encouraged to participate in relevant training programs.

Additionally, the college places a strong emphasis on enhancing students' life skills and employability through webinars, seminars, guest lectures and specialized sessions. The provision of free Add-On courses further underscores the commitment to nurturing students' skills. The tangible success of these initiatives is evident in the outstanding academic results achieved by the students.

File Description	Documents
Paste link for additional information	https://scoc.sinhgad.edu/wp-content/uploads/2024/02/Proof-of-6.5.2-2.pdf
Upload any additional information	View File

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	https://scoc.sinhgad.edu/wp-content/uploads/2024/02/Proof-of-6.5.4-3.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Gender equity is a crucial aspect of ensuring equal opportunities

for all individuals,regardless of their gender.HEI, has undertaken the measures to promote gender equity within the institute as follows, 1. Conducted Breast Cancer awareness program in collaboration with ATLAS COPCO Charitable Foundation. 2.Organized Workshop on Self Defense for Girls under Nirbhay Kanya Abhiyan for awareness of their safety and security. 3.Guest Lectures on Women's Safety & Protection fortheir rights. 4. Personality Development programme For Girls - Health & Hygiene . HEI has taken various measures to create a safe and secure campus environment for all. The Institute has established Anti Sexual Harassment Committee, Anti-Ragging Committee, Internal Complaint Committee, and Women Empowerment Cell for safety and security of the students. CCTV cameras are installed at various places. The college has made medical facilities available at Smt. Kashibai Navale Hospital where free advice and subsidized medication is provided to all the students and staff. Also free vehicle in case of medical emergency to the students and staff is provided. Maternity leave is also provided to female staff if required.

File Description	Documents
Annual gender sensitization action plan	https://scoc.sinhgad.edu/wp-content/uploads/2024/03/7-1.1.pdf
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	https://scoc.sinhgad.edu/wp-content/uploads/2024/03/7-1.1.pdf

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	View File
Any other relevant information	View File

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.

5. Hazardous chemicals and Radioactive Waste: NA.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

    A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and 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

    A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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).

The college has Democracy, Election and Governance subject for first year students of B.Com.,

BBA(CA) and BBA. The subject aims to introduce the students, meaning of democracy and the role of the governance.

Cultural Celebrations and Events:

The college has celebrated colours Days in Navratri and 'Til Gul Vatap' under NSS unit activity . NSS unit of college organized and celebrated National Unity Day on 31st Octobe 2022

To make the students aware about their duties and responsibilities he college celebrates various days like Savitribai Phule Jayanti, Swami Vivekanda Jayanti and Youth Week, Chhatrapati Shivaji Maharaj Jayanti, Jyotiba Phule Jayanti, Shahid Din, Dr. Babasaheb Bhimrao Ambedkar Jayanti, Dr. Sarvepalli Radhakrishan Jayanti , Mahatma Gandhi Jayati, Laba Bahadur Shastri Jayanti, Dr. APJ Abdul Kalam Jayanti, National Unity Day, Constitutional Day, Republic Day , Independence Day, Socio Fest, etc. also cultural festivals, events and celebrations in campus encourage students and employees to engage with diverse traditions enhancing cultural exchange and understanding.

Sensitization of Economic Responsibility the college has conducted guest lecture on 'GST & Its Implications'and 'Capital Market Awareness in association with BSE investor Protection' The college has conducted Three days session on Financial Literacy which covered importance of investment, financial investment opportunities, process and prerequisites for investment in securities market, investment in primary and secondary market , introduction to mutual funds , precaution while investing in securities market, career in securities market.

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

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.

The college has Democracy, Election and Governance subject for first year students of B.Com.,

BBA(CA) and BBA. The subject aims to introduce the students, meaning of democracy and the role of the governance

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://scoc.sinhgad.edu/wp-content/uploads/2024/03/7.1.9-AQAR-2022-23-1.pdf
Any other relevant information	https://scoc.sinhgad.edu/wp-content/uploads/2024/03/7.1.9-AQAR-2022-23-1.pdf

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	View File
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	View File
Any other relevant information	View File

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

Yes ,

the institute Celebrate various days like Teacher Day, International Women's Day, Independence day, Republic Day, National Youth Week, National Unity Day . World Environment day, International Yoga Day every year.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

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:

Title of the Practice: Corporate Social Responsibility (CSR)

The Goal :-

1. To understand the community in which our students work and

utilize their knowledge in finding practical solutions to individual and community problems

The Context:

Our NSS department offers a wide range of social service activities, such as environmental protection, healthcare camps, literacy programs.

The practice :

NSS activities conducted:- Aadopted Hiware village to organize NSS special camp, organized different guest lectures, "cleaning of school premises", "Tree plantation" , "Free Vaccination Camp" in collaboration with Pune Municipal Corporation, "Fit India Rally"

Best Practice II:

Title of the Activity:- Student Training Program (STP)

STP was initiated after the Harvard business school cases study program in the year 2015-16.

TheGoal :-

1. **To enhance students' ability, knowledge and understanding beyond the curriculum, develop critical thinking among students.**

The Context :-

STP consists of quiz on GK and current affairs, resume building and interview workshop, Group discussions, and subject specific quiz, aptitude test Case Study,

The Practice :-

Orientation was necessary before conduction of every activity, So faculties orientation was essential for conduction of Student Training Program.

Name of Principal: Dr. Makarand. S. Wazal

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

File Description	Documents
Best practices in the Institutional website	https://scoc.sinhgad.edu/wp-content/uploads/2024/03/7.2.1-2022-23-BEST-Practices-1.pdf
Any other relevant information	https://scoc.sinhgad.edu/wp-content/uploads/2024/03/7.2.1-2022-23-BEST-Practices-1.pdf

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

Academic Excellence: The college has legacy of skilled, well

qualified and experienced teaching staff who contribute for the comprehensive progress of the students to make them academically sound and responsible citizen of the nation.

Cultural Exposure: The students are encouraged to participate actively in various cultural activities like acting, dance, singing, stage performances. The cultural department celebrates Birth and Death anniversaries of National heroes.

Sport extension The institute promotes and appreciates individual success as well as team achievements of students in various sport ventures. The college facilitates GYM and sport grounds to the students.

Social Service through National Service Scheme (NSS): The institute is determined to work for the betterment of students and society through different services. Student Development Program (SDP): The College has conducted guest lectures on Women Safety and Hygiene and workshop on Self Defense for Girls.

Student Training Program (STP): The STP is an additional activity related with the curriculum of SPPU. This innovative practice has enhanced students' knowledge, creativity, confidence, understanding level and sense of responsibility.

Training and Placement: The college provides training and placement to students through Central Placement Cell of its parent organization STES. Most of the passed out students of the college have shown their inclination towards higher studies

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. Information 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 ofdifferent 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	[View File](#)
Link for Additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/1.1-1.pdf

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 document	View File
Link for Additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/1.1-1.pdf

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	B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

4

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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)

17

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

575

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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 thiscountry.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

287

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	NIL
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	NIL

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 students admitted during the year

369

File Description	Documents
Any additional information	[View File]()
Institutional data in prescribed format	[View File]()

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

322

File Description	Documents
Any additional information	[View File]()
Number of seats filled against seats reserved (Data Template)	[View File]()

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

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

File Description	Documents
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/slow-learner-timetable22-23.pdf
Upload any additional information	[View File]()

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

Number of Students	Number of Teachers
759	**18**

File Description	Documents
Any additional information	[View File]()

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, instituteencourages thestudents 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 contributeto the progress of society. We implement student centric methodology that includes presentation, poste Preparation, project works, case studies, environment awareness studies,field works/industrial visits, industrial/field visit is a regular practice for BBA students.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/2.3.1-Students-Centric-Methods-1.pdf

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

In the usual practice , teachers use LCD Projector , Computer labs , PPT Presentation , What's app for sharing information, notes, Assignments, You tube videos.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

18

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

18

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

07

File Description	Documents
Any additional information	View File
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)	View File

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

18

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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 conduced once towards semester end and class tests are conducted on regular intervals through out the semester. The assessments are done throught online as well as offline mode in oral or written formats.

File Description	Documents
Any additional information	View File
Link for additional information	://scoc.sinhgad.edu/wp-content/uploads/2024/02/5.1.3_cohttpmpressed.pdf

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

The process to settle grievances related to internal examinationis 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	View File
Link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/5.1.3_compressed.pdf

2.6 - Student Performance and Learning Outcomes

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

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	[View File](#)
Paste link for Additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/2.6.1-PO-CO.pdf
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

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	[View File](#)
Paste link for Additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/2.6.2-Subject-Wise-CO-PO-Attainment-1.pdf

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

130

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	*View File*
Upload any additional information	*View File*
Paste link for the annual report	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/2.6.3.1-Annual-Report-2022-23.pdf

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://scoc.sinhgad.edu/wp-content/uploads/2024/02/SCOC-Student-Satisfaction-Survey-2022-23.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)

0

File Description	Documents
Any additional information	*View File*
e-copies of the grant award letters for sponsored research projects /endowments	*View File*
List of endowments / projects with details of grants(Data Template)	*View File*

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

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

Nil

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	nil

3.2 - Innovation Ecosystem

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

The institution, Sinhgad College of Commerce, has diligently established an ecosystem that fosters innovations and actively promotes the creation and transfer of knowledge. While there is currently no separate incubation center specifically dedicated to research and innovation work, the college has implemented various activities and initiatives to instill research and innovation skills among both its esteemed faculty and enthusiastic students.

To begin with, the college has thoughtfully provided a well-equipped library, alongside modern computer laboratories offering essential software assistance, internet connectivity, an extensive collection of books and journals, as well as access to electronic study and research materials. These

resources serve as the foundation for nurturing an environment conducive to research and innovation.

To further drive research endeavors, the institution has constituted a Research Committee under the guidance of the Academic & Research Coordinator. This committee plays a pivotal role in initiating research ideas and projects, working collaboratively with teachers and students to cultivate and enhance their research skills. As part of its efforts, the committee actively encourages participation in seminars, workshops, conferences, and business expos, providing a platform for exchanging ideas, insights, and knowledge.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL

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

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

Nil

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	NIL
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

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

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Extension activities are carried out under NSS Programm . The institution has conducted various activities like Blood

Donation Camp, Tree plantation and International Yoga Day.

File Description	Documents
Paste link for additional information	https://scoc.sinhgad.edu/wp-content/uploads/2024/02/Extention-Activities-1.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - 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

3.4.3.1 - 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

10

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

142

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

1

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

5

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

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 floorthere 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 VariousReference& Text Books,magzines,printer, big reading hall and spacious digital library also. Other Facilities: Central Traning 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	View File
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.1.1-SCOC-College-Support-file.docx

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 institutehave theseparate 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	View File
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.1.2-Support-File.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

19

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.1.3-support-file.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

2.54

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

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- and KOHA- Library management System

Nature of automation: Fully Automated Version: 1.0.0 Year of Automation: 3rd oct. 2009 and KOHA Version22.11.04 implementedon21st February 2023.

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	View File
Paste link for Additional Information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.2.1-Support-Doc.docxhttp://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.3.1-Information.docx

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

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

0.009

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

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

93

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The Institute updates and provides the IT Facility includingWi Fi Facility which can be availed by the students as well as staff members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.3.1-Information.docx

4.3.2 - Number of Computers

154

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

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

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

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)

11.72

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

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 .

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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.
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File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

1

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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	**A. All of the above**

File Description	Documents
Link to Institutional website	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/5.1.3_compressed.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

459

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

459

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

09

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

101

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

106

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

9

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

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)

College encourages students to participate in the management of various committees. Student representatives are appointed on many committees viz. anti -ragging committee, cultural committee, entrepreneur committee, counselling and competitive examination cell, equal opportunity cell, electoral literacy club etc.

File Description	Documents
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/5.3.2.pdf
Upload any additional information	View File

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

15

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

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.

File Description	Documents
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/Alumni-Association-Certificate.pdf
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

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

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

Vision

To explore, establish and improvise continually in order to develop a complete learning experience along with providing infinite opportunities for development of the students and at the same time, providing quality education to one and all.

Mission

To impart higher education that transforms students through qualitative coursework to create consciousness about needs of society and industry to attain the academic excellence as well as essential life skills.

Objectives

- To become one of the vital source centers with the programs by providing academic

experiences, skill development and training programs.

- To emphasizeon prominence of conceptual understanding rather than traditional

ways of learning for the extensive use of Technology.

- To enhance students' learning with the help of guest lectures, Internship

opportunities and placement activities.

- To provide value addition among students through effective conduction of co-

curricular and extra-curricular activities.

- To enlighten students with current environmental concerns.

File Description	Documents
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/03/Proof-of-6.1.1-Institution-Vision-and-Mission-2-1.pdf
Upload any additional information	View File

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

The College Development Committee (CDC), along with the Internal Quality Assurance Cell (IQAC) and various internal committees, is dedicated to enhancing faculty development, ensuring a quality teaching-learning process, and providing support facilities for comprehensive student development. Administrative responsibilities are decentralized across departments and internal committees, each contributing to the successful execution of planned activities. The CDC serves as a crucial link between the management and the college, holding regular meetings throughout the year to review and guide academic and financial matters. With three departments and various student-centric cells, department heads and cell coordinators manage administration under the supervision of the Principal and IQAC Coordinator. The inclusive approach involves proactive participation of student representatives in planning and implementing activities, fostering a holistic development environment for students. Meetings and consultations with the Principal and Committee In-Charge contribute to effective implementation of the college's plans.

File Description	Documents
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/03/6.1.2-Distribution-of-Workload-2022-23-1.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has meticulously crafted a perspective plan aligned with its overarching vision and mission, drawing insights from

extensive consultations with diverse stakeholders, experiential learnings, introspection, and guidance from university authorities. The plan is a comprehensive roadmap that prioritizes the enhancement of academic, administrative, and infrastructural facets, all geared towards fostering the holistic development of students. A key focal point of the plan is the augmentation of teaching-learning processes to ensure a well-rounded educational experience. Notably, the institution is committed to the effective execution of the perspective plan, with a specific emphasis on skill development. To achieve this, the college has strategically designed and implemented a range of add-on courses that are tailored to meet the evolving needs, relevance, and prospective trends in the academic landscape. This forward-looking approach underscores the college's dedication to staying abreast of educational advancements and providing students with a dynamic and enriching learning environment

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://scoc.sinhgad.edu/wp-content/uploads/2024/02/proof-of-6.2.1-1.pdf
Upload any additional information	View File

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 formulation of overall policies within the institution is vested in the Board of Trustees, led by the President. In accordance with the Maharashtra Universities Act, 2016, the College Development Committee (CDC) is established to make pivotal policy decisions. The day-to-day operational aspects and activities are orchestrated under the guidance of the Principal and the Internal Quality Assurance Cell (IQAC). Various committees, comprising teachers and interested students, are formed for specific activities, with course coordinators overseeing planning and implementation at the departmental level.

Administratively, the Office Superintendent heads the administrative office, where clerks and Class IV employees operate under their supervision, managing administrative tasks

and infrastructure maintenance. The adherence to the Maharashtra Universities Act, government policies, UGC and University guidelines, and statutes is diligently implemented in matters related to appointments, service rules, and procedural aspects. This comprehensive framework ensures compliance and excellence in the institution's functioning.

File Description	Documents
Paste link for additional information	https://scoc.sinhgad.edu/wp-content/uploads/2024/02/Proof-6.2.2-1-Copy-2.pdf
Link to Organogram of the institution webpage	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/Organogram-.pdf
Upload any additional information	View File

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	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

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	http://scoc.sinhgad.edu/wp-content/uploads/2024/03/6.3.1welfare-measures.pdf
Upload any additional information	View File

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	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

5

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

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

ofimprovement. 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 scruitinized and assessed by the Principal, who further communicates the outcomes with the staff members.

File Description	Documents
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/03/Proof-of-6.3.4.pdf
Upload any additional information	View File

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	http://scoc.sinhgad.edu/wp-content/uploads/2024/02/4.1.4-Audit-report-2022-23.pdf
Upload any additional information	View File

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)

0

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

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

College is completely self funded and permanently non aided Institution. Mobilization of funds mainly takes place through fees collected from the students. Being an affiliated college, it follows rules, regulations and guidelines of the Government of Maharashtra and University with regard to fees structure and financial management.

For effective fund management and optimum utilization of resources, an annual budget is prepared and approved by CDC and Management. Excess expenses, if any; need to be approved by the CDC. For various departments and activities, activity based budget is prepared and approved by the Principal. Utmost care is taken to avoid unnecessary expenses for optimum utilization of funds.

File Description	Documents
Paste link for additional information	http://scoc.sinhgad.edu/wp-content/uploads/2024/03/6.4.3-fund-utilisation-.pdf
Upload any additional information	View File

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 Internal Quality Assurance Cell (IQAC) plays a pivotal role in enhancing the overall quality of the college by implementing various practices. Firstly, the institution focuses on inculcating essential life skills and improving employability through guest lectures, seminars, and skill enhancement workshops. Experienced professionals from diverse fields,

including corporate experts, guide students on industry-relevant skills and domain knowledge.

Additionally, the college emphasizes the importance of collaboration between parents, teachers, and students for holistic student development. Regular interactions, such as parent-teacher meetings and informal communication through platforms like WhatsApp, foster a strong understanding and relationship among stakeholders.

A significant aspect of the IQAC's initiatives is the attention given to students' mental well-being. Recognizing the diverse cultural backgrounds and geographical origins of the student body, the IQAC addresses mental health issues through regular programs. These sessions provide a platform for students to express their concerns and anxieties, fostering an open dialogue. Even during the pandemic and lockdown, the IQAC adapted by conducting virtual sessions to ensure students' mental health was prioritized, contributing to their overall well-being and maintaining the integral role of such initiatives in the college's activities.

File Description	Documents
Paste link for additional information	https://scoc.sinhgad.edu/wp-content/uploads/2024/02/Proof-of-6.5.2-2.pdf
Upload any additional information	View File

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 college prioritizes continuous improvement through various measures, which involves encouraging teachers to participate in training programs, Faculty Development Programs (FDPs) and the incorporation of innovative teaching-learning methods, such as the integration of Information and Communication Technology (ICT). The evaluation of teaching-learning effectiveness relies on comprehensive feedback from both students and teachers, considering outcomes from diverse activities, student engagement and examination performance. The Principal, Course Coordinator and the Internal Quality Assurance Cell (IQAC)

collaboratively guide and support faculty to enhance the overall functioning of the college. Two key areas of focus during the year involve promoting advanced teaching methods and ICT utilization, with faculty encouraged to participate in relevant training programs. Additionally, the college places a strong emphasis on enhancing students' life skills and employability through webinars, seminars, guest lectures and specialized sessions. The provision of free Add-On courses further underscores the commitment to nurturing students' skills. The tangible success of these initiatives is evident in the outstanding academic results achieved by the students.

File Description	Documents
Paste link for additional information	https://scoc.sinhgad.edu/wp-content/uploads/2024/02/Proof-of-6.5.2-2.pdf
Upload any additional information	View File

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	https://scoc.sinhgad.edu/wp-content/uploads/2024/02/Proof-of-6.5.4-3.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Gender equity is a crucial aspect of ensuring equal opportunities for all individuals,regardless of their gender.HEI, has undertaken the measures to promote gender equity within the institute as follows, 1. Conducted Breast Cancer awareness program in collaboration with ATLAS COPCO Charitable Foundation. 2.Organized Workshop on Self Defense for Girls under Nirbhay Kanya Abhiyan for awareness of their safety and security. 3.Guest Lectures on Women's Safety & Protection fortheir rights. 4. Personality Development programme For Girls - Health & Hygiene . HEI has taken various measures to create a safe and secure campus environment for all. The Institute has established Anti Sexual Harassment Committee, Anti-Ragging Committee, Internal Complaint Committee, and Women Empowerment Cell for safety and security of the students. CCTV cameras are installed at various places. The college has made medical facilities available at Smt. Kashibai Navale Hospital where free advice and subsidized medication is provided to all the students and staff. Also free vehicle in case of medical emergency to the students and staff is provided. Maternity leave is also provided to female staff if required.

File Description	Documents
Annual gender sensitization action plan	https://scoc.sinhgad.edu/wp-content/uploads/2024/03/7-1.1.pdf
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	https://scoc.sinhgad.edu/wp-content/uploads/2024/03/7-1.1.pdf

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	View File
Any other relevant information	View File

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.

5. Hazardous chemicals and Radioactive Waste: NA.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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	View File
Any other relevant information	View File

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	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and 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	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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).

The college has Democracy, Election and Governance subject for first year students of B.Com.,

BBA(CA) and BBA. The subject aims to introduce the students, meaning of democracy and the role of the governance.

Cultural Celebrations and Events:

The college has celebrated colours Days in Navratri and 'Til Gul Vatap' under NSS unit activity . NSS unit of college organized and celebrated National Unity Day on 31st Octobe 2022

To make the students aware about their duties and responsibilities he college celebrates various days like Savitribai Phule Jayanti, Swami Vivekanda Jayanti and Youth Week, Chhatrapati Shivaji Maharaj Jayanti, Jyotiba Phule Jayanti, Shahid Din, Dr. Babasaheb Bhimrao Ambedkar Jayanti, Dr. Sarvepalli Radhakrishan Jayanti , Mahatma Gandhi Jayati, Laba Bahadur Shastri Jayanti, Dr. APJ Abdul Kalam Jayanti, National Unity Day, Constitutional Day, Republic Day , Independence Day, Socio Fest, etc. also cultural festivals, events and celebrations in campus encourage students and employees to engage with diverse traditions enhancing cultural exchange and understanding.

Sensitization of Economic Responsibility the college has conducted guest lecture on 'GST & Its Implications'and 'Capital Market Awareness in association with BSE investor Protection' The college has conducted Three days session on Financial Literacy which covered importance of investment, financial investment opportunities, process and prerequisites for investment in securities market, investment in primary and secondary market , introduction to mutual funds , precaution while investing in securities market, career in securities market.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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.

The college has Democracy, Election and Governance subject for first year students of B.Com.,

BBA(CA) and BBA. The subject aims to introduce the students, meaning of democracy and the role of the governance

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://scoc.sinhgad.edu/wp-content/uploads/2024/03/7.1.9-AQAR-2022-23-1.pdf
Any other relevant information	https://scoc.sinhgad.edu/wp-content/uploads/2024/03/7.1.9-AQAR-2022-23-1.pdf

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	View File
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	View File
Any other relevant information	View File

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

Yes ,

the institute Celebrate various days like Teacher Day, International Women's Day, Independence day, Republic Day, National Youth Week, National Unity Day . World Environment day, International Yoga Day every year.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

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:

Title of the Practice: Corporate Social Responsibility (CSR)

The Goal :-

1. To understand the community in which our students work and

utilize their knowledge in finding practical solutions to

individual and community problems

The Context:

Our NSS department offers a wide range of social service activities, such as environmental protection, healthcare camps, literacy programs.

The practice :

NSS activities conducted:- Aadopted Hiware village to organize NSS special camp, organized different guest lectures, "cleaning of school premises", "Tree plantation" , "Free Vaccination Camp" in collaboration with Pune Municipal Corporation, "Fit India Rally"

Best Practice II:

Title of the Activity:- Student Training Program (STP)

STP was initiated after the Harvard business school cases study program in the year 2015-16.

TheGoal :-

1. To enhance students' ability, knowledge and understanding beyond the curriculum, develop critical thinking among students.

The Context :-

STP consists of quiz on GK and current affairs, resume building and interview workshop, Group discussions, and subject specific quiz, aptitude test Case Study,

The Practice :-

Orientation was necessary before conduction of every activity, So faculties orientation was essential for conduction of Student Training Program.

Name of Principal: Dr. Makarand. S. Wazal

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

File Description	Documents
Best practices in the Institutional website	https://scoc.sinhgad.edu/wp-content/uploads/2024/03/7.2.1-2022-23-BEST-Practices-1.pdf
Any other relevant information	https://scoc.sinhgad.edu/wp-content/uploads/2024/03/7.2.1-2022-23-BEST-Practices-1.pdf

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

Academic Excellence: The college has legacy of skilled, well qualified and experienced teaching staff who contribute for the comprehensive progress of the students to make them academically sound and responsible citizen of the nation.

Cultural Exposure: The students are encouraged to participate actively in various cultural activities like acting, dance, singing, stage performances. The cultural department celebrates Birth and Death anniversaries of National heroes.

Sport extension The institute promotes and appreciates individual success as well as team achievements of students in various sport ventures. The college facilitates GYM and sport grounds to the students.

Social Service through National Service Scheme (NSS): The institute is determined to work for the betterment of students and society through different services. Student Development Program (SDP): The College has conducted guest lectures on Women Safety and Hygiene and workshop on Self Defense for Girls.

Student Training Program (STP): The STP is an additional activity related with the curriculum of SPPU. This innovative practice has enhanced students' knowledge, creativity, confidence, understanding level and sense of responsibility.

Training and Placement: The college provides training and placement to students through Central Placement Cell of its parent organization STES. Most of the passed out students of

the college have shown their inclination towards higher studies

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1.To prepare for NEP implementation.

2. To provide more infrastructure facility for online Teaching and Learning.

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

4. To focus on more research activities.