



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**KARMAVEER KAKASAHEB WAGH EDUCATION
SOCIETY'S KARMAVEER KAKASAHEB WAGH ARTS
COMMERCE SCIENCE AND COMPUTER SCIENCE
COLLEGE NASHIK**

SURVEY NO. 240/1 SARASWATINAGAR, ADGAON ROAD, PANCHAVATI,
NASHIK- 422003

422003

www.ascn.kkwagh.edu.in

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BANGALORE

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NAAC

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

K. K. Wagh Education Society is a leading educational trust in Nashik District. It was established in 1970 by the visionary leader Late Padmashree Karmaveer Kakasaheb Wagh. The objective of K. K. Wagh Education Society is to provide quality education at affordable cost. A quality culture has been developed in all the institutes. K. K. Wagh Arts, Commerce, Science & Computer Science College, Saraswati Nagar, Nashik was established in 2002. The institute is affiliated to Savitribai Phule Pune University. It has grown in its size and stature over the years, from an initial intake of 80 to 815 students.

The College offers degree courses in various faculties viz. Commerce, Science and Computer Science. Keeping in mind the modern trends we have started full fledged B.B.A, B.B.A(C.A.), B.Sc. (Biotechnology), M. Com. and M.Sc. (Computer Science) courses. The institute currently offers 7 undergraduate programmes and 2 postgraduate programmes. The college has earned name and fame for its academic excellence, punctuality, high standards of discipline and administration.

For the development of extracurricular activities, the college has Student Council, Board of Student Development, Bahishal, NSS, Sports, Earn and Learn Scheme, Personality development programs and Departmental Forums. Annual festivals like e-Merge, Biospectra, Impetus are organized by departments to develop the skills and personality of students through curricular and extra-curricular activities. The college has shown substantial progress in terms of better facilities and various openings in the traditional and modern degree courses. The teaching and non-teaching staff of the institute is a blend of experienced and young faculty members devoted to the noble cause of education. The institute has good infrastructure with well-developed and equipped laboratories, an enriched library with Wi- Fi. Regular feedback is collected from the stakeholders to improve the academic and infrastructural standards of the institute. Our training and placement cell put efforts to seek good jobs for our students. In addition to academics the students are engaged in sports and cultural activities. Due to guidance and motivation given by faculty, many of our students have excelled in sports event at National and International level, research, and other activities.

Vision

Transforming Students through academic excellence.

Mission

To educate the younger generation through holistic approach for proper dissemination of knowledge and to inculcate Moral, Ethical and Social values to make responsible and competent global citizens.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The Parent K.K. Wagh education society has 50 years of legacy.
- Visionary management due to which Institute is marching on path of excellence.
- Strategically located in the Educational Hub of Nashik.
- Good infrastructure well-furnished laboratories with latest equipments.
- Green audited campus.
- Transparent Governance and Administration.
- Blend of qualified, experienced and enthusiastic faculty.
- Well-equipped library with e-journals and books on platforms like INFLIBNET, Shodhganga and Science Direct.
- Excellent Teaching Learning and Safe Environment.
- Wi-Fi facility and governance through ERP System.
- Cordial relations of Management, Principal and Staff.
- PG programmes in Commerce and Computer Science Departments.
- Active Alumni Association.
- Outstanding performance of students in various competitions at National, State and District Level in curricular and co-curricular activities.
- Socially linked active NSS unit.
- College has functional MoUs and collaboration with industries.
- Professional society chapter in computer science department.
- Effective use of ICT in teaching learning and administration.
- Registration of college for COURSERA.
- College awarded as Best Performance College by private organization RED HAT.
- Certification of appreciation received from various Institutes.

Institutional Weakness

- Limited number of research activity.
- Being permanently unaided it is difficult for the institution to raise the funds from outside funding agencies.
- Non availability of city transportation service.
- No Hostel Facility in Campus.
- Less number of interdisciplinary programmes.

Institutional Opportunity

- To start more number of PG courses and to increase interdisciplinary projects.
- To design and conduct more number of skill based programmes.
- To encourage entrepreneurship development with the help of Alumni.
- To go for effective participation in Government aided schemes.

Institutional Challenge

- To attract high ranking students for admissions.
- To avail funds from external funding agencies for academics and Research and Development.
- To increase the participation of staff in orientation and refresher courses.

- To encourage students for competitive examinations and higher studies.
- To retain faculty and availability of qualified staff.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

K. K. Wagh Arts, Commerce, Science and Computer Science College is affiliated to Savitribai Phule Pune University (SPPU). The college follows curriculum designed by the SPPU. The college offers seven UG and two PG courses. All programmes follow the CBCS pattern and for some programmes elective curriculum is provided. College ensures quality education through well planned and documented process, which involves academic planning and academic delivery, enrichment and student feedback as per the academic calendar. Teachers of the college participate in various activities related to curriculum development like setting of question papers for UG/PG courses, Central Assessment Programme, participation in workshops related to curriculum designing and syllabus restructuring etc. Teachers use innovative teaching methods including power point presentations, discussions, role plays, poster presentation, case study etc. The college organizes expert lectures, industrial visits and field visits to provide practical knowledge. Institute motivates the students to participate in various intra and intercollegiate co-curricular, extracurricular and sports events which provide a platform for students to develop their soft skills and showcase their hidden talents. The college motivates teachers & students to participate and present research paper in various Conferences, Seminars, Workshops and Avishkar Competition. Curriculum is enriched through value-added courses, add on courses and certificate courses to get in-depth knowledge about current events. Staff have contributed in design and development of curriculum for in-house career oriented courses such as “Recent Trends in Banking”, “Laboratory Safety”, “Personal Hygiene”, “Spoken English” etc. Apart from academics, periodically various awareness programs are regularly undertaken at different levels of society considering human values, human ethics, environment sustainability, gender equality. Under NSS unit and BSW the college organizes various social activities including gram swatchata abhiyan, road safety, winter camps, blood donation, AIDS awareness, health check-up camp, yoga day and celebration of jayanti and punyatithi of National leaders. Feedback is collected from students, teachers, alumni and employers on curriculum and quality-related process. Data collected is analysed and appropriate action is taken for improvement as per the suggestions from various stakeholders.

Teaching-learning and Evaluation

The institution has transparent admission process catering to students from diverse backgrounds, economically weaker and rural sections of society. The overall policy of admission is based on merit with complete transparency as per the norms of Govt. of Maharashtra and SPPU, Pune. Wide publicity is given through prospectus, website etc. The IQAC prepares an academic calendar at the beginning of every academic year for effective planning. Positive steps are initiated for the overall development of slow learners and advanced learners.

The teachers and students are exposed to modern teaching methods. The IQAC plays a crucial role in ensuring sustenance and enhancement of quality of teaching-learning process. The learning is made more student centric through academic calendar, teaching plan and adopting interactive methodologies such as ICT enabled teaching, assignments, study tours, projects, case studies, and internships. Each department organizes forums under which various competitions are conducted. The college library maintains a good collection of books, journals, magazines and e-resources. The curricular, co-curricular and extracurricular activities are geared

towards critical thinking, creativity and scientific temperament among the students through college magazine 'Karmdhya', Microbiolympiad, Electronics SPEED Competition, Chemiad Competition, etc. Industrial visits are organized for all students as a part of practical and experimental learning.

The evaluation process is transparent for which Central Assessment Programs (CAP) are conducted and are monitored by the Principal, College Examination Officer (CEO) and Heads of the Department. The Examination Committee ensures smooth conduction of examination and the grievances regarding evaluation are redressed promptly. The marks of internal examination are displayed on notice board and assessed papers are shown to students. Every year department wise result analysis is prepared. Program Outcomes (POs) Course Outcomes (COs) and Program Specific Outcomes (PSOs) for all programs are displayed on the website and also communicated to students. The program outcomes are assessed with the help of course outcomes of the relevant courses through the assessment of university results.

The faculty are highly qualified, committed and experienced. Obtaining student feedback on the performance of teachers is a regular practice. Mentoring system exists in the college.

Research, Innovations and Extension

College Research Committee promotes and monitors progress of research work. Two minor research projects funded by BCUD, SPPU, Pune were successfully completed. Total grants for research projects received from funding agencies for Rs. 1.35 lakhs.

Six faculties have completed their M. Phil and five faculties have been awarded Ph.D. degree, four faculties have registered for Ph.D. and 18 faculties qualified NET/SET examination. One National patent is approved. The college conducts various seminars on IPR, industrial meets and industrial training programmes for the students.

The faculties have published 8 Books, 24 research papers in the UGC notified journals and 55 research papers in conference proceedings. The college staff members and Academic Research Coordinator (ARC) regularly motivate the students to participate in Avishkar Competition organized by SPPU, Pune. The broad objectives of NSS are to understand the community, identify their needs and problems and involve students in the problem-solving process and develop their personality. Every year, the college organizes a seven days NSS camp. During this camp different activities are organized like Gram Swachhata Abhiyan, Blind Belief & Health issues, Street Plays, Blood Group detection camp, Blood Donation Camp and Tree plantation. Street plays on drug abuse and different burning social issues are organised. During the Kumbhmela, NSS unit has distributed food packets and water to the pilgrims. Every year, in a great gesture of solidarity with our soldiers, our college girl students have send handmade Rakhis to the soldiers.

Formal MoUs are signed with different organizations to promote research, increase training and placement, internships. Different awareness activities like importance of voting, drug addiction, save girl child, gender issues, corruption, fire and road safety, street plays are organized.

Under the guidance of K. K. Wagh Education Society a series of lectures is organized in the memory of Late Padmashri Kaka Saheb Wagh. Under this lecture series the college organises programs for senior citizens and all other common people in which eminent personalities from various field are invited.

Infrastructure and Learning Resources

The specific location of the college provides a pollution free and natural environment. The college has about 9795.55 sq.mtr. built up area with proper lighting, seating and ventilation. Parking facility is available for staff and students. The college has state of art infrastructure and learning resources which includes ICT enabled classrooms, seminar halls, well equipped science laboratories, computer laboratories, and other support facilities. The facilities for sports include basketball, table tennis, volleyball, weightlifting, powerlifting, athletics, wrestling and yoga. The college regularly organizes intercollegiate and intergroup sports tournaments and cultural events. Fully automated library with more than 12,870 books, enriched with updated references, textbooks, journals and magazines of all disciplines and subjects, rare books, special collections of books. The learning resources centre has subscribed different e resources like N-LIST, INFLIBNET, e-journals, e-books, Shodhganga and Database. The budget for infrastructure, library and other learning resources is allocated annually based on the recommendations of committees constituted for maintaining and utilizing physical, academic and support facilities and its improvement. The provision is made in the budget for annual maintenance of facilities. Technical staff is appointed to look after the maintenance of hardware and requirements for providing IT facilities continuously. Students and staff can avail of Wi-Fi connection which can be accessed from anywhere in the campus. The college uses ERP software which has different modules such as Online Admission, Time Table, Teaching Plans, Attendance, SMS, display of upcoming events etc. The college has a biometric thumb/face reading for attendance of staff. ICT classes are made available for teaching. The college is under CCTV surveillance.

RO drinking water facility is made available in the college building. Licensed copies of antivirus are purchased. There are enough number of UPS for uninterrupted power supply with 160 KVA generator set. Facility of fire extinguisher and elevator is available. The college is associated with different vendors/ firms for maintaining physical, academic and support facilities as per annual maintenance contracts. The Management recruits the supportive staff for repairing and other types of work. The college has garden and lush green lawns to beautify its campus.

Student Support and Progression

The college assists students to facilitate their holistic development and progression. The college helps students to get government and non-government scholarships and freeships. Majority of students benefited from different scholarships. Effective implementation of 'Earn and Learn Scheme' is done.

Various guest lectures of eminent personalities are organized for students on soft skills and personality development, health and hygiene, self-defence etc. which ultimately helps them to focus in their studies and overall development. Career counselling is one of the most important drives through which students are provided the right platform for better career opportunities. The college has mechanisms like Women's Grievance and Redressal Cell, Anti-ragging Committee to probe into student's grievances. These cells work for conducive and unprejudiced environment and the complaints of students are redressed in a timely manner.

The college has an active Training and Placement cell which provides a good platform for aspiring future managers and professionals in the field of Commerce, Science and Computer Science. College is selected as nodal centre for **Wipro-WILP** in west zone. The students are encouraged for higher education. Through the active sports facility and guidance, the students are promoted to participate in University, State, National and International sports tournaments. In the last five years college is honoured with the grand success of students by winning 26 awards in different sports events. The college has also formed a student council to promote

and interact with college authorities.

The college promotes active participation of the students in various co-curricular and extracurricular activities and events such as Impetus, Biospectra and e-Merge held in the college and various competitions conducted by other colleges. The college has a registered [Registration Number **Nashik/0000462/2018**] alumni association. The college organizes various guest lectures of alumni to interact with students and provide them information regarding the current scenario of industries and improve the interview skills. The college considers its alumni as a source of strength and support. Through almashine portal college tries to strengthen relation with alumni.

Governance, Leadership and Management

K. K. Wagh Arts, Commerce, Science and Computer Science College Nashik was established in July 2002 governed by the K. K. Wagh Education Society, which is a leading educational society in Nashik District established in 1970. The Vision and Mission of the Institute are in tune with the objectives of higher education. The top management plays a leading role and is committed to extending education through innovative measures that provide complete support for the academic and administrative work of the college. The coordinator plays an important role in the development of a positive work environment, that is innovative and responsive to all the stakeholders. Being the academic and administrative head of the college, the Principal and H.O.D.s handle all issues regarding the office administration, students, and departments. Periodic meetings of the H.O.D.s with the Principal are conducted to ensure the smooth and efficient running of the college.

Under the Paramarsh scheme of UGC, Prof. Dr. R. S. Mali is assigned as a mentor to the college for guidance regarding NAAC process. The IQAC cell of the college designs and implements plans for institutional level activities for quality assurance. IQAC conducts meetings with core committees and H.O.D.s. The top management provides the freedom to faculty members for academic development. Through the distribution of work, and responsibilities, faculty is actively involved in curricular, co-curricular, and extracurricular activities. College implements Staff Welfare Schemes and motivates the teachers for career advancement.

The college has an established mechanism for mobilizing resources and ensuring transparency in the financial management of the institution. The internal and external audits are carried out to ensure the effective and efficient use of financial resources. There is proper allocation and utilization of the annual budget. The College Development Committee (CDC) is instrumental in the planning and decision-making process through evaluating the academic processes. Major decisions like budget, new courses, teaching-learning evaluation is done under the guidance of CDC.

A regular assessment of teachers is done through performance appraisal forms and student feedback analysis and necessary action is taken for maintaining the academic excellence.

Institutional Values and Best Practices

College organises various programs to promote Gender Equity and Women Empowerment such as Nirbhay Kanya Abhiyan, Personality Development and Self Defence Program. College provides different amenities for

the safety and security of students. Steps are taken to save energy through use of LED bulbs, CFL and fluorescent tubes. To keep environment eco-friendly, vermicomposting is done in collaboration with Agriculture College. Efforts are taken for green initiative through tree plantation, cleanliness drive, for paperless work use of e-notice and plastic free campus. College provides facility of ramp, wheel chair, and lift for divyang students.

National festivals like Independence Day and Republic Day are celebrated with great fervour. College takes steps to promote message of eco-mission through the conduction of events such as cycle rally, eco-friendly Ganesha making workshop, etc. Extra curricular and social activities are conducted to celebrate Jayanti and Punyatithi of National leaders. Our college has two best practices namely departmental events and expert lecture series. Departmental events provide a platform to showcase students' talent. Various competitions such as powerpoint presentations, science rangoli, group discussion, trade fair, poster/model, science photo gallery, technical quiz are organised.

To enrich the students with employability skills various programmes are organised which include, Expert Lecture Series, Soft Skill and Personality Development, Career Guidance, Research Guidance, Industry Exposure and Internship, Certificate and Add-on Courses.

The college has a well-established Training and Placement Cell which is one of our institutional distinctiveness as it is effectively working for placement and overall development of students. Our college has taken an initiative to make ICT based classrooms for which the Super Campus application is used. Super Campus is an innovative Mobile App that offers participative learning, active interaction of students and teachers through question-answers.

The facility of e-learning is provided through academic monitoring module of **ERP** (Enterprise Resource Planning). In this section college staff can add e-materials such as assignments, notes, subject practical and useful links. Staff can monitor the classroom attendance and academic assessment through ERP.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	KARMAVEER KAKASAHEB WAGH EDUCATION SOCIETY'S KARMAVEER KAKASAHEB WAGH ARTS COMMERCE SCIENCE AND COMPUTER SCIENCE COLLEGE NASHIK
Address	Survey No. 240/1 Saraswatinagar, Adgaon Road, Panchavati, Nashik- 422003
City	Nashik
State	Maharashtra
Pin	422003
Website	www.ascn.kkwagh.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Ambarsing Pratapsing Rajput	0253-2555115	9423491139	0253-255511 1	principal-seniornas hik@kkwagh.edu.i n
IQAC / CIQA coordinator	Archana Hitendra Bendale	0253-2555121	9325385509	0253-255510 2	ahbendale@kkwag h.edu.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	15-07-2002

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	University name	Document
Maharashtra	Savitribai Phule Pune University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Survey No. 240/1 Saraswatinagar, Adgaon Road, Panchavati, Nashik- 422003	Urban	7.41	9795.55

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCA,Commerce	36	HSC	English	80	78
UG	BBA,Commerce	36	HSC	English	80	78
UG	BCom,Commerce	36	HSC	English + Marathi	240	174
UG	BSc,Science	36	HSC	English	45	39
UG	BSc,Science	36	HSC	English	90	47
UG	BSc,Science	36	HSC	English	30	29
UG	BSc,Computer Science	36	HSC	English	160	159
PG	MCom,Commerce	24	B.Com	English	60	58
PG	MSc,Computer Science	24	B.Sc. Computer Science	English	30	28

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				14			
Recruited	1	0	0	1	0	0	0	0	4	10	0	14
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				51			
Recruited	0	0	0	0	0	0	0	0	6	45	0	51
Yet to Recruit	0				0				0			

Non-Teaching Staff						
	Male		Female		Others	Total
Sanctioned by the UGC /University State Government						0
Recruited	0		0		0	0
Yet to Recruit						0
Sanctioned by the Management/Society or Other Authorized Bodies						31
Recruited	24		7		0	31
Yet to Recruit						0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	1	2	0	4
M.Phil.	0	0	0	0	0	0	0	3	0	3
PG	0	0	0	0	0	0	4	4	0	8

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	6	39	0	45

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0		4		4

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1014	14	0	0	1028
	Female	950	4	0	0	954
	Others	0	0	0	0	0
PG	Male	51	0	0	0	51
	Female	98	1	0	0	99
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	77	74	71	45
	Female	93	108	83	49
	Others	0	0	0	0
ST	Male	34	38	36	23
	Female	44	36	31	17
	Others	0	0	0	0
OBC	Male	434	415	320	204
	Female	489	460	308	170
	Others	0	0	0	0
General	Male	461	517	560	628
	Female	443	475	515	562
	Others	0	0	0	0
Others	Male	41	28	26	19
	Female	53	41	30	21
	Others	0	0	0	0
Total		2169	2192	1980	1738

Extended Profile

1 Program

1.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
389	358	358	358	358

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
9	9	9	9	9

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2167	2192	1980	1738	1526

File Description	Document
Institutional data in prescribed format	View Document

2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
408	431	444	408	408

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
727	623	511	449	302

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
62	59	56	52	54

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
62	59	56	52	54

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 31

4.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
222.14	215.75	210.96	186.55	132.42

4.3

Number of Computers

Response: 247

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

- **Formulation of Curriculum:** The College is a self-financed institute affiliated to Savitribai Phule Pune University and follows the curriculum designed and prescribed by the university. At present different patterns of the syllabus like 2013 and 2019 is followed by the college. Consultative workshops and seminars regarding restructuring of syllabi are organized by the university, in which faculty members of the college actively participate and give their valuable inputs. Key persons like Principal, Heads of the department and College Examination Officer (CEO) of college participate in academic events and examination related work. Academic meeting is called in the principal office on regularly with the agenda for discussing plans to foster the overall growth of academics.
- **University Academic Calendar:** The University prescribed academic calendar is meticulously followed by the Principal, departmental heads and faculty members.
- **Academic Calendar:** Academic calendar (semester and annual pattern) is prepared by Internal Quality Assurance Cell (IQAC) which includes the classroom sessions, tutorials, practical, public holidays, National and International days, unit tests, expert lectures, industrial/ field visits and internal examination schedule. This also covers extracurricular activities like departmental events, NSS, BSD both at university and college level to enhance the overall personality of the students.
- **Teaching Plan:** Detailed subject wise teaching plan is prepared by teachers as per the courses allotted to them. Class wise time table and master time table is also prepared. The students are communicated about the academic activities at the beginning of the academic year by their respective teachers in the class rooms and through notice boards. A mechanism is developed for monitoring the teaching plan to find out whether the teachers are taking lectures as per the scheduled plan. Proper care is taken that the curriculum is completed in time and to the satisfaction of students.
- **Classroom and Online Teaching:** Classroom sessions are conducted by the respective teachers and it is periodically monitored by HOD and Principal. From academic year 2020-21 online sessions are started by the teachers for their respective subjects through Zoom and Google meet platform.
- **Beyond Syllabus:** Apart from regular lectures, for providing knowledge about other subjects and on current affairs, lectures of eminent persons from various fields under expert lecture series are organised. Industrial visits are also arranged for some subjects to bridge the gap between the industry and academia.
- **Feedback:** The college has a well-established system of obtaining feedback from students about the curriculum and quality of teaching.
- **Infrastructure:** The college provides good infrastructural facilities and amenities like well-equipped class rooms for conducting lectures and remedial classes. We also have furnished laboratories, class rooms and library having large number of text books, reference books, national and international periodicals and journals. The college provides access to international journals

through online platforms like N-list, e-resource library. The library also has Wi-Fi facility and a separate reading room.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

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

Response:

- At the beginning of every academic year Savitribai Phule Pune University displays academic calendar in which commencement and end of the semester, exam schedule, government holidays etc. information is given.
- The academic calendar of the college is prepared well in advance of next academic session which includes the schedules of admission process, teaching learning schedule, dates for curricular and co-curricular activities, internal assessment, departmental and institutional events, field visits, expert lectures, cultural activities and holidays.
- A xerox copy of academic calendar is given to each staff through head of department. Students are communicated through class coordinators and it is also displayed on notice board.
- Accordingly, time table of each department is prepared and is strictly followed in order to complete the syllabus on time.
- The continuous internal assessment is done in the form of various activities such as internal / term end examination, assignments, unit tests, open book test, tests for add on courses, power point presentations, role play, field visits, poster presentations, case study and group discussions.
- Performance of students for practical/ experiment is continuously assessed with the help of practical continuous assessment sheet and marks are given after evaluating students on following criteria:

1. Attendance
2. Understanding performance
3. Journal writing
4. Practical performance

- The dates of internal examinations are declared by individual departments and it is implemented strictly as per the guidelines scheduled in the academic calendar.
- The notices of all the examinations are displayed on notice boards and uploaded on websites and also circulated in classroom, ERP and through social media(Whatsapp).

- **The following are the important aspects of the academic calendar:**

- a. Academic calendar of departmental activity

- b. Planning of extra-curricular activities of NSS, BSD and cultural department.
- c. Activities of Sports Department.
- d. Celebration of National, International Days. Jayanti and Punyatithi of eminent personalities.
- e. Planning of Examination Department of the college, which includes:
 - Preparing documents for Internal exam & Term end exam for each semester
 - Tentative schedule of University examinations
 - Project preparation.
 - University schedule of holidays and vacations, term start and term end dates.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: B. Any 3 of the above

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

1.2 Academic Flexibility

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

Response: 100

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

Response: 9	
File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response: 26

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

2019-20	2018-19	2017-18	2016-17	2015-16
10	07	03	05	01

File Description	Document
List of Add on /Certificate programs	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 11.46

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

2019-20	2018-19	2017-18	2016-17	2015-16
674	279	120	97	28

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

1.3 Curriculum Enrichment

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

Response:

- The college is sensitive to the various social issues and makes every effort to sensitize the students in this regard. The general atmosphere of our college, with a good ratio of girls to boys in classroom not only provides an enabling environment for gender equality but also promotes education for girls.
- College integrates human values, professional ethics, environment consciousness and gender sensitivity through various curricular, co-curricular and extra-curricular activities. The integration leads to creation of awareness in the students about equality, social justice, human rights, environmental awareness and professional ethics. Various exhibitions, poster/model competitions, science rangoli and photo gallery competitions are held from time to time which serves the purpose of sensitizing students about cross cutting issues. The college takes special efforts to integrate the cross cutting issues such as gender, professional ethics, environmental education, human rights and values, which are as follows:

In B.Com., BBA and BBA(CA) programmes professional ethics are inculcated with the subjects like Insurance, Fundamentals of Entrepreneurship, Business Communications etc. Business Ethics, Entrepreneurship Development, Principles of Management which help the students to understand business skills, multifaceted economic and commercial values.

Professional Ethics:

Students learn professional ethics through various subjects taught to them in their curriculum.

HumanValues:

Human Values are covered in curriculum of Economics, Marathi and English for B. Com. and B. Sc program. Human rights and human values are also covered in the curriculum of Human Rights subject for M. Com and M. Sc. (Comp. Sci) programs. Students participate in various social activities like Blood Donation Camps, Visit to Aadharashram (Oldage homes), Swachha Bharat Abhiyan, Health Check-Up and Road Safety Campaigns through which they understand the human values.

Environmental Education and Climate Change:

National Service Scheme (NSS) organizes various activities such as environment awareness camp, cleaning campaign inside and outside the campus. Tree Plantation and 'Swachha Bharat Abhiyan' activities are also conducted in college to make students aware about their responsibility towards community. The college promotes eco-friendly system by organizing workshop on Ganesh Idols making from shadu mati/clay and also collection of these idols at the time of Ganesh murti visarjan. Every year NSS unit of the college undertake a host of activities in the nearby villages during the annual winter camp. The programmes include various environmental and general awareness such as Tree Plantation, Blood Donation, Literacy Awareness Programs, Road Shows, Adult Education, Health and Cleanliness Awareness. Environmental Science is a compulsory paper for second year students of B.Com.and B.Sc in which a detailed project report on environmental issues is prepared creating awareness about the importance of environment.

Gender:

The college promotes gender equality through Women Cell which consists of teaching faculty, non-teaching faculty, female lawyer and social worker. It promotes gender equality through lectures on personality development and self defence. It also provides counselling on various issues such as violence against women, equality before law. Under Board of Student Development (BSD), SPPU activities like various workshops, seminars on women health, rights of women etc are organised.

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

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

Response: 6.55

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

2019-20	2018-19	2017-18	2016-17	2015-16
21	27	23	24	24

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

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

Response: 50.58

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

Response: 1096

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

1.4 Feedback System

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

Response: A. All of the above

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

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

- 1.Feedback collected, analysed and action taken and feedback available on website**
- 2.Feedback collected, analysed and action has been taken**
- 3.Feedback collected and analysed**
- 4.Feedback collected**
- 5. Feedback not collected**

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 96.47

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

2019-20	2018-19	2017-18	2016-17	2015-16
773	857	866	793	760

2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
815	863	887	815	815

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

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

Response: 76.08

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

2019-20	2018-19	2017-18	2016-17	2015-16
296	328	352	340	282

File Description

Document

Average percentage of seats filled against seats reserved

[View Document](#)

Any additional information

[View Document](#)

2.2 Catering to Student Diversity

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

Response:

The learning levels of students are judged immediately after the admission process is over on the basis of multiple choice questions based on the knowledge they have gained in the previous years and they are grouped into advanced and slow learners. These students are supervised carefully in the first month after their admission. The teachers observe these students through regular interactions, lectures and questions asked during lectures and practicals. Efforts are taken to guide these students on the basis of their abilities.

Support for Advanced Learners:

- Group of advanced learners are encouraged periodically to further improve their knowledge in the subjects of interest using reference books and journals from library. These students are encouraged to actively participate in academic activities, exhibitions, and for appearing in prestigious examinations like SPEED (Electronics subject related Exam), Microbio-olympiad (Microbiology State Level Contest), Chemiad (University level competition) being conducted by SPPU.
- Opportunities are provided to them for participating in various competitions to represent the college in various events, organized by other colleges. These activities include State Level Research Project Competition “Avishkar,” Debate and Quiz competitions. These students are also encouraged to participate in Conferences, Workshops and Seminars.
- Students desirous to participate in State, National and International Conferences, Seminars and Workshops for presenting their papers are also provided financial assistance by the college. The projects of our two students Mr. Mustafa Inamdar and Mr. Wasim Shaikh were selected at National level Avishkar, ‘Anveshan’
- To encourage the advanced learners merit students are selected from all faculties (having best performance in academics, sports, cultural, etc.) and felicitated at the time of prize distribution function during Annual Social gathering -Srujan.

Support for Slow Learners:

- Slow learners are given special attention by dividing them into small groups and arranging remedial classes for them.
- Slow learners are paid attention in the class by teachers, and also they are assisted by conducting additional lectures to clarify their doubts, and making their concepts clear. Extra assignments are also given to them to strengthen their learning aptitude.
- Along with remedial coaching the students are motivated for solving university question papers.
- The students who are weak in English language, spoken English and English grammar guidance is provided to them.
- The college also organizes various sessions of expert talks to fulfill the hunger of the knowledge of all students.
- To improve the communication skill and develop personality, some special programs like Soft Skill are also organized.
- College organizes the interactive sessions of alumni to promote knowledge and experience sharing

between alumni and students with an emphasis on provision of career advice.

- Student Induction Programme is conducted for the first year students where they are informed about the objectives of Higher Education and the active role of students in nation building.
- Parents of all students are informed about their progress through the Heads of the Department and faculty.

File Description	Document
Upload any additional information	View Document
Past link for additional Information	View Document

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

Response: 35:1

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

Experiential learning:

The process through which students develop knowledge, skills and values from direct experiences outside the traditional academic setting.

Industrial Visits:

- Study tours, excursions, industrial visits, bank visits are organized regularly for students of all faculties by the college where they get first-hand information about working of industry, banks and other organizations and come across the practical demonstration of the knowledge.
- Visit to Seed bank of Padmashree Mrs. Rahibai Popere (Seed Mother of Maharashtra) where there was major focus on Agro biodiversity, visit to Serum Institute, Pune provided exposure to practical working environment.
- The visit to Reserve Bank of India and Bombay Stock Exchange proved to be great learning experience for the students of commerce who walked away with much better understanding of how this engine of capital growth functions along with the information of new business opportunities.

Projects:

- To enhance practical ability, awareness about independent research and study of their various courses, especially the students of computer science and commerce undertake projects as a part of their curriculum.

Internship:

- It is an important stepping stone of career where M.Sc. Computer Science, B.B.A, M.Com.and B.B.A. (C.A.) students take an opportunity to go for internship where they gain valuable experiences and accomplishment to improve their practical experience.
- Training and Placement Officer uses his knowledge of job trends and employer network he has built to bring variety of employers in college campus for selection of students for internship.

Case Study:

- Course of M. Com., B.B.A. (Marketing and Finance and H.R.) includes case studies as a part of curriculum where it allows students with real expertise, understanding as well as judgment to excel.

Participative Learning:

- Students are the first and foremost stakeholders of the college and they form the strength of any educational institution reflecting every aspect of it.
- Departmental Forums Biospectra, e-Merge and Impetus are organized under which competitions like, Science Rangoli, Science Photo Gallery, Science Games and P.P.T., Web Site Designing, Programming Competition, Debate, Documentary Making, Group Discussion, Role Playing etc. are conducted
- Ganesh Festival which is grandest occasion of Maharashtra is organized by NSS unit.
- Students are encouraged to attend workshops, seminars, conferences, also to participate in Avishkar, Sports, NSS where students work in a social group
- MoUs are signed with various organizations so that students are exposed to real professional world.
- Some of the activities are mostly handled by the students, through which they learn management and team work.

Problem Solving Methodologies:

- Mentors are allotted for the students where they try to solve their personal as well as academic problems.
- While teaching in the class, students participate in the learning process and experience those things in practical, field work, industry visits.
- Faculties encourage students to lead their learning towards solving of their problem and satisfaction.
- College organize expert lectures, video lectures, visits, which helps them to pacify the curiosity of their problem raised while learning in the class.

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

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

Response:

The college authorities promote the use of ICT (Information Communication Technology) tools. The teachers contribute to high quality lessons since they have potential to increase student motivation, connect students to many information sources and provide support to students for in house and outside learning environments. The use of ICT tools in teaching and learning process becomes a great area of research for many educators. These technologies increase student's self-confidence and self-esteem to learn. New technologies usually encourage independent and active learning. As a result, the students feel more responsible for their own learning.

Students are encouraged to refer open source educational resources like Wikipedia, YouTube, edX, Udemy, iTunes, TED Talks, etc.

ICT tools:

- From last few years, in addition to OHP advanced technology like LCD projectors and laptops are used in teaching.
- PPTs, You Tube videos, CD/ DVD are the best supporters for the innovative and creative learning for the students.
- The PPT contains various diagrams, photographs and charts. PPT helps to improve the concentration of students and makes easy to understand the subject.
- Use of video clippings, animations during lectures of the respective subject enhance the students learning experience and also help them to create interest and involvement in the subject.
- Other e-learning platform includes Webinar, Virtual Lectures, online lectures on platform of Zoom, Google Meet, ERP and Google Classroom for uploading notes and assignments. Applications like Padlet and Testmoz are used to conduct online tests. Students are encouraged to complete the online courses of MOOCs.
- Science Direct, Shodhganga are made accessible to teachers as well as students.
- For certain experiments some teaching- aids, tools, charts, or kits are used which explain the basic ideas about the said subjects.
- Each teacher has access to the INFLIBNET. Thus e-learning platform bridges the gap from class room learning and also supplement advanced learning.
- In this digital era, even when the students and faculties are having a barrier of social distancing, several industries are getting impacted including education industry but ICT has reduced this barrier of social distancing and lockdown with the help of so many digital and online initiatives and tools. Google Quiz, Webinars are organized by different departments where there was huge, enthusiastic and interactive response from all attendees. Department of Science organized quiz competition of microbiology, biotechnology and chemistry. Department of Commerce and Computer Science also organized quiz competition. Online webinar on Digital marketing Strategies for 10X growth, Vaccine production and Scale Up, Online Teaching Learning and online

Accreditation, Mobile Application Development- IOS Programming Languages- SWIFT and Education 4 are also organized by college.

- MKCL software, Super campus is now used in college. Super Campus is an innovative mobile app which ensures that all students are paying attention, students understand the concept, participation of backbenchers and at the end students are analyzed by answering MCQs immediately after the lecture.

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

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

Response: 35:1

2.3.3.1 Number of mentors

Response: 62

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

2.4 Teacher Profile and Quality

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

Response: 100

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

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

Response: 6.67

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

2019-20	2018-19	2017-18	2016-17	2015-16
04	05	05	03	02

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

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

Response: 5.24

2.4.3.1 Total experience of full-time teachers

Response: 324.95

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

2.5 Evaluation Process and Reforms

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

Response:

- K. K. Wagh Education society is one of the reputed institution which provides quality education and it becomes our moral responsibility to maintain this trust.
- There is complete transparency in the internal assessment. The criterion adopted is as directed by

Savitribai Phule Pune University.

- There are two levels at which the internal assessment is carried out in the college viz, undergraduate and postgraduate.
- The continuous internal evaluations are conducted which provide an excellent opportunity to the students not only to enhance their academic performance but also to develop their skills. It also improves their participation in classroom activities and develops the overall teaching learning process.
- The examination section prepares schedule of evaluation to be conducted during the semester in line with the academic calendar before the start of the sessions.
- This system of evaluation includes a variety of tests such as class tests, surprise tests, PPTs, home assignments, tutorials, projects, group discussion, viva etc.
- The pattern and correctness of the question papers prepared by the faculty members for the internal assessment tests are verified by the Principal.
- Teachers inform the student about the pattern of the internal examination which varies from department to department and is spread out across the semester also makes the students acquainted with the rules and regulations of the affiliating University, internal examination scheme and evaluation processes.
- The examination notices are displayed on college website well in advance and sufficient time is given to the students for preparation.
- The examination branch circulates the invigilation duty chart for the faculty members and hall allotment for the students well in advance.
- Evaluation is done by the subject teacher and answer papers of the students are distributed to them and the satisfaction of the students regarding evaluation is ensured.
- The marks obtained by the students in internal assessment tests are displayed on the department notice board and uploaded on the university web portal as per the schedule.
- Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.
- For the quality of the projects, the evaluation is done by external and internal examiner along with the project guides.
- All prescribed practicals are conducted and the students are given sufficient training to perform experiments.
- Thus, students are prepared to perform well in the practical examination. The independent learning, practical approach to the real time application is tested by viva voce for practical examination. For practical examinations external and internal examiners are appointed by SPPU.
- After the internal evaluation, student's performance is discussed with students and their parents and to enhance their future performance necessary suggestions are given to students.
- In today's digital era, we have also adopted the modern technologies for conveying important notices & instructions related to internal assessment and other activities to the students by creating Whats-App groups administered by the respective class coordinators, and SMS facility is also available in our college, ERP login is given to all students where assignments are uploaded.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

Transparency and security of evaluation system is ensured by facilities like separate Examination Control Room, Strong Room and CCTV surveillance. Use of computer technology in the examination management process. Effective mechanism for redressal of grievances pertaining to examinations through the Unfair Means Committee. The grievances of the students related to examinations are addressed at two Levels, College level & University level depending upon the level of the grievance in a time bound manner.

College Level Grievances:

- Grievances related to the internal assessment are handled by the respective teacher, head of the department and also by examination section & CEO of the college.
- The college follows evaluation procedure for all courses of First year as directed by University.
- Students are made aware of internal assessment scheme for lab work, project work and seminars as per the evaluation criteria. Term end internal marks are displayed on notice board. Any discrepancy in continuous assessment is resolved at department level.
- In case of any grievances, the College collects the applications forms on prescribed format & forwards it to the department as well as examination section.
- Students are free to approach teachers & head of departments to resolve their queries regarding internal evaluations.
- Grievances registered by the students is resolved by taking proper actions like providing photocopy of answer sheet to the student, revaluation of the papers, entry of marks, mistakes in name, passing rules etc.
- All complaints are attended with urgency & resolved in a short time.

University Level Grievances:

- Grievances related to external assessment/ end-semester examinations are forwarded to the university through proper channel.
- These grievances are mainly related to filling the online examination forms, mistake in name, selection of subjects, hall tickets, verification of marks and revaluation.
- University declares the schedule for revaluation and demand of photocopy of corrected answer sheet after the declaration of results
- The photocopy of answer book is provided to the student on demand as per the university procedure and Concerned faculty also helps the students to verify the corrected answer sheets.
- In case of grievances related to university examinations; the time taken depends on the policies of the SPPU.
- Any change in marks after revaluation is quickly redressed and new corrected mark list is issued to the students by the University
- The grievances redressal mechanism pertaining to examination is efficient as all complaints are

taken into consideration without exception & resolved within a specific period of time.

- Staff meeting is also conducted before every examination for smooth and effective conduction of examination.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

2.6 Student Performance and Learning Outcomes

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

Response:

College website has complete list of programs which are taught in various departments with details of program objectives, program specific objectives and disseminated to students through course teachers and lesson plan.

Bachelor of Commerce:

- In depth knowledge, understanding and skills in Commerce and apply these skills for real life problem solving.
- Inculcate reading, writing, speaking skills and develop business correspondence and also administrative abilities.
- Create awareness amongst society about Law and Legislations related to commerce and business and also develop leadership skills
- Communicate effectively about Economic Environment of Country as well as World
- Use new technologies effectively to communicate ideas in the area of commerce
- Plan and develop the start-ups and entrepreneurial ventures independently through skills developed and work collaboratively and productively in groups.
- Pursue higher education and advance research in the field of commerce, business and finance with the clear understanding of basic concepts required for the same and critically evaluate new research findings, ideas, methodologies.

Bachelor of Science :

- To obtain knowledge with facts and figures related to various subjects in basic sciences such as Biotechnology, Microbiology, Zoology, Physics, Chemistry, Botany, Mathematics, Electronics and Geography etc.
- To understand the fundamental concepts, principles, and scientific theories related to various scientific phenomena and their relevance in daily life
- The students will learn professional ethics including responsibility to work in teams & apply basic ethical principles, also apply knowledge of basic concept of science, understand the

interdisciplinary nature of Science, also analyse the learned laboratory skills.

- Being a science student becomes well aware of various pollutants, their sources & their impacts on bio systems. So they become well versed with protection & conservation of environment. Developed scientific outlook not only with respect to science subjects but also in all aspects related to life.
- To be able to think innovatively to propose novel ideas in explaining facts or providing new solution to the problems.
- Student should prepare themselves effectively by self-study & work independently present information in a clear, concise & logical manner.

B. Sc. (Comp. Sci.)

- Apply knowledge of basic concepts of computer and mathematics appropriate to discipline and to provide effective solution in the area of computer.
- Discuss, explain and illustrate a computational system to meet professional skills related to software industry like programming languages, web designing.
- Illustrate the concept of system fundamentals including architecture, an organization, networking and communication.
- Describe mathematics fundamentals including discrete structure, statistics, calculus and electronics.
- Develop ability to perform professionally with social, cultural and ethical responsibility as an individual or as a team member positively.
- Differentiate between microprocessor and microcontroller also design their various applications in real world.
- Gain the knowledge about software engineering fundamental including software analysis and design also evaluation, testify of software engineering process.
- Capable of adapting to new technologies and constantly upgrade their skills with an attitude towards lifelong learning.

The following platforms are used to disseminate the POs and PSOs to the stakeholders.

Induction Program– Students

Parent Teacher Meeting – Parents

Campus Recruitment Drives – Employers

Alumni Meet - Alumni

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Upload any additional information	View Document
Past link for Additional information	View Document

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

Response:

The Program outcomes are measured by performance of students in the role played by them in various activities. Students are involved in curricular, co-curricular and extracurricular activities through NSS, SDO, Training and placement cell and different departmental activities. Student organizes variety of programs in the academic year including exhibitions, welcome functions, cultural activities, farewell functions etc.

In addition to these, student participate in the programs organized by the college like computer forum, science forum, commerce forum, workshops etc. On these occasions students show their social skills, communication skills, creative skills, leadership skills, teamwork, shouldering responsibility etc.

Program specific outcomes are measured through both academic and non-academic performances of students. The performance of the students measured by the internal, external examinations, practical, class test, assignments, role in class activities, role in departmental activities etc. Students are also encouraged to participate in seminars, competitions, workshops, campus interviews, and research competitions (AVISHKAR), Computer Society of India (CSI), Microbiology Society of India (MSI) training programmes and career guidance etc.

Course outcomes are measured through performance of students in the classes, practicals, internal and external evaluations. Student's performance also measured on the basis of their regularity, receptiveness, participation in class and their responses to the teacher.

From the academic year 2019-20 first time a credit system has been introduced by university at first year of under graduate level and at post graduate level the existing 2013 credit system has been amended by university. As per these amendments now at UG and PG level the attainment is semester wise.

Course Outcome Attainment: (Direct Assessment)

CBCS UG and PG

$*(0.7 \times \text{Average of attainment levels for External Assessment}) + (0.3 \times \text{Average of attainment levels for Internal Assessment})$

Semester 2013 pattern UG

$*(0.4 \times \text{Average of attainment levels for External Assessment}) + (0.1 \text{ Average of attainment levels for Internal Assessment})$

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

2.6.3 Average pass percentage of Students during last five years

Response: 67.44

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

2019-20	2018-19	2017-18	2016-17	2015-16
673	362	302	241	192

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

2019-20	2018-19	2017-18	2016-17	2015-16
723	617	486	408	299

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document
Upload any additional information	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 1.35

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	1.35

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

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

Response: 1.61

3.1.2.1 Number of teachers recognized as research guides

Response: 01

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

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

Response: 10

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	02

3.1.3.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
04	04	04	04	04

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document
Any additional information	View Document
Paste link to funding agency website	View Document

3.2 Innovation Ecosystem

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

Response:

Objectives of research cell / Incubation Centre:

There are several objectives to initiate this program. Few of these are listed below:

- To enhance the intellectual skills among the students and staff.
- To inculcate the research culture among the students and staff.
- To create an environment for self-thinker and self-reliant.
- To create physical infrastructure and support systems necessary for incubation activities.
- To provide services such as training or high-speed internet access.
- To promote and facilitate knowledge creation, innovation and entrepreneurship activities

The College has the following facilities to promote research work:

- Innovation and incubation cell / Entrepreneurship development cell
- Training and placement cell /Industry institute interaction
- Research committee

These committees help to create the relationship between the industry and the institute. Individual department interacts with industry to ascertain its needs to fill the gap in curriculum. The gap is filled by arranging workshops addressed by industry and well-known academia. Industry institute relationship works in the following areas: Industrial visits for students and Faculties.

- **Research Committee:** College has created an eco-system for innovations including incubation centre and other initiatives for creation and transfer of knowledge. College has a research committee, which motivates and guides the staff members to undertake research projects.

No	Name of Members	Post	Committee Designation
1	Dr.A.P.Rajput	Principal	Chairman
2	Mrs.Archana.H.Bendale	H.O.D Computer Science	Member
3	Dr.Anuradha.D.Nandurkar	H.O.D Commerce	Member
4	Mrs.Archana.R.Kote	H.O.D Science	Member
5	Mrs.Supriya P.Daware	H.O.D BBA	Member
6	Dr.Atul. P Gaware	Assistant Professor	Member
7	Dr.Sharada K Patil	Assistant Professor	Member
8	Mr. Harshal N Dandgavhal	Academic Research Co-ordinator	Member

- Encourages staff members to participate and present their research work in workshops, seminars and conferences.
- Nine faculties have completed their M. Phil and five faculties have been awarded with Ph. D degrees.
- Two minor research projects funded by the Board of College and University Development (BCUD), SPPU, Pune were successfully completed.
- Staff have published eleven books; and edited three books. sixty-seven research papers were presented by the faculty in National and International journals.
- One National patent is filed by Principal Dr. A. P. Rajput and it is approved.
- Total eight students have been awarded Ph.D.degree under the guidance of Principal Dr. A.P Rajput.
- Principal Dr A. P Rajput has also visited South Korea for presenting the research work in an International conference organized by Tetrahedron in Seoul, Republic of Korea.
- Currently two staff members are pursuing their Ph.D.
- Following table gives information of projects selected at various levels of Avishkar,a research activity.

Level	2019-20	2018-19	2017-18	2016-17	2015-16
Zonal level Avishkar competition	5	11	6	5	6

University level Avishkar competition	3	3	0	2	1
State level Avishkar competition	3	1	0	0	0

- In 2019-2020, total number of 21 universities participated at the state level Avishkar competition. In which 48 students participated from SPPU among these projects of three students of our college where selected at national level.

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

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

Response: 8

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

2019-20	2018-19	2017-18	2016-17	2015-16
01	03	01	02	01

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

3.3 Research Publications and Awards

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

Response: 8

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

Response: 08

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

Response: 01

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

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

Response: 0.42

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

2019-20	2018-19	2017-18	2016-17	2015-16
01	20	01	01	01

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.78

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	02	07	24	11

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

3.4 Extension Activities

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

Response:

Extension activity creates a link between the students and the society. It improves their social awareness and makes them responsible citizens.

National Service Scheme (NSS)

The broad objectives of NSS are to understand the community, identify their needs and problems and involve students in the problem-solving process. Community service also helps in personality development.

- NSS unit organizes two types of activities, regular activities at institute level and special camp of seven days in nearby villages.

Following activities are successfully conducted in college under NSS.

- **NSS camp:** Every year, college organizes a seven days camp. During this NSS camp different activities are organized like awareness about cleanliness of villages, blind belief & health issues. Street plays are organized on drug abuse and different burning social issues.
- **Visits:** NSS unit has donated food to old-age-home at Panchavati, Swami Vivekanand Kendra Tryambkeshwar. The NSS unit donated books, fans, writing materials to Zilha Parishad School and to the orphanage.
- **Street plays:** NSS unit arranged different street plays to spread awareness among people related to importance of education, literacy and various social issues.
- **Tree plantation:** Keeping the environment safe is our moral responsibility. Keeping this view, tree plantation camp is organized by NSS unit every year.
- **Awareness activities:** Different awareness activities like importance of voting, drug addiction, save girl child, gender issue, corruption, fire safety, road safety, street play are organized regularly .
- **Cleanliness activity:** Different cleanliness activities under Swachh Bharat Abhiyan are undertaken to create awareness about the cleanliness of public properties the clave cleanig and maintenace and campus cleaning and other places.

- **Road safety rally:** A public awareness rally for road safety was organized by NSS unit.
- **Blood donation camp:** The purpose is to motivate students and staff to donate blood and make them aware about the importance of blood donation and lifesaving. Following table highlights the year wise blood donors.

Year	Blood Donors
2019-20	196
2018-19	203
2017-18	105
2016-17	45
2015-16	84

- **Ganesh Festival activity:** Create awareness about importance of ecofriendly Ganesha idol, the Shadu mati Ganesh idol making workshop are organized. Following table gives the information about the year wise participation of students in Ganesh idol making workshop.

Year	No of Participants
2019-20	123
2018-19	120
2017-18	42
2016-17	61
2015-16	43

- During the Kumbhmela, NSS unit has distributed food packets and water to the pilgrims.
- Every year, in a great gesture of solidarity with our soldiers, our college girl students have sent handmade Rakhis to the soldiers.
- NSS volunteers have collected and distributed Kerala flood relief funds and other amenities in coordination with Savitribai Phule Pune University.
- Under Yuva Manch, students have donated different items like food, blankets etc . to the needy people.
- Different competitions are organized by the college for school students under Smruti Abhivandan Spardha like essay competition, rangoli competition, elocution.
- Under the banner of Kakasaheb Wagh Smruti Vyakhyanmala College has organized different special guest lectures for society to keep arts and culture alive.

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

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

Response: 10

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

2019-20	2018-19	2017-18	2016-17	2015-16
06	01	01	01	01

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

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 72

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

2019-20	2018-19	2017-18	2016-17	2015-16
20	15	12	14	11

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

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

Response: 50

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

2019-20	2018-19	2017-18	2016-17	2015-16
1394	1169	632	920	725

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

3.5 Collaboration

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

Response: 139

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

2019-20	2018-19	2017-18	2016-17	2015-16
23	32	30	26	28

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

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

Response: 25

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

2019-20	2018-19	2017-18	2016-17	2015-16
06	07	07	04	01

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

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The College has provided adequate infrastructure and physical facilities required for carrying out academic activities. The specific location of the college provides a pollution free and natural environment. The facilities available in the college are presented below:

? Total Built-up area of our College is 9795.55 sq.mtr.

? At present college conducts 7 undergraduate and 2 postgraduate programs.

? The Student strength in the year 2019-20 was 2,167.

? Total 29 classrooms and 2 seminar halls (audio visual).

? Four computer laboratories for UG and one for M.Sc. (Computer Science), one computer laboratory for commerce

? Total number of Computers are 247 (A.Y. 2019-20) and one Laptop.

? Separate well equipped Laboratories are available for Computer, Electronics, Chemistry, Physics, Botany, Zoology, Biotechnology, Microbiology subjects.

? Infrastructural facilities are provided to N.S.S. & S.D.O. departments.

? Other facilities include LCD, OHP, fans, tube lights, furniture and exhaust fans are provided in laboratories and classrooms, 02 Sound Systems, 01 Picture camera, 03 photo coping machines, Printers with scanner facility, 01 Smart LED Television set.

? The departments of Botany, Zoology, Chemistry, have educational charts and models. The teachers in our college use power point presentations for teaching and learning.

? Wi-Fi facility is made available to the students and all faculty members. All laboratories have hi-speed internet facility.

? RO filtered water facility is available for all.

? The campus is under CCTV surveillance.

? 4 washrooms for boys and 4 for girls.

? Medical facility with a Doctor is provided.

? Parking facility for two and four wheelers of staff members and students.

? College has adequate facilities for indoor Games such as Chess, Carom and Table Tennis etc.

?College has adequate facilities for outdoor games such as Cricket, Football, Volleyball, Basketball and Athletics.

? Green gym is also available for students.

? The College implements hazard free and environment-friendly system of disposal of the chemical waste from the laboratories. Every year the College purchases instruments and equipments as per the academic requirements.

?The Library is well equipped with sufficient number of books, racks for storage, separate study room, newspapers and journals. It provides encyclopedias, rare books, reports, e-books and dictionaries devoted to specific areas. There is a separate section of reference books.

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

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

Response:

- Games

At present following facilities are available for indoor and outdoor games. The details are as follows:

Sr. No.	Indoor game	Outdoor game
1	Chess	Football (100 meters X 64 meters)
2	Carom	Basketball (35 meters X20 meters)
3	Table Tennis	Volleyball (9 meters X18 meters)
4	-	Cricket (120 meters X 70 meters)

- *K. K. Wagh* Institute of Engineering Education & Research college, Nashik is the sister institute of our college (at around 1.5 km.). The official permission has been granted to use the facilities for

sport in that campus. Following facilities are available at the engineering campus. 400 meter athletics track with 6 lanes, football field, cricket field, basketball court, two lawn tennis courts, two volleyball courts, and equipment of green gym facilities are available for faculty and students.

- In our college, yoga , meditation as well as gymnasium equipments are provided to our faculty members and students.
- Every year Medical Test check-up program and physical efficiency test is organized for the first year students as per the guidelines of Savitribai Phule Pune University, Pune.
- **Cultural Activities:**

Stage with open ground having an area of the 2,068.07 (in sq. ft.) is provided. To explore and nourish the hidden talents among the students, every year college organizes various cultural events. To boost stage confidence and leadership qualities, students are encouraged to anchor various events. The college has a well-equipped seminar hall with PA system and LCD projector for conducting various programs. College organizes various competitions like Poster Making, Blind Coding Competition, Project Competition, Research Paper competition, Counter Strike, Talent Show, Science Game Competition where students show their creations, innovative ideas, talent in the form of sketches, drawing, paintings, poems, articles, dance etc.

- **Yoga Activities:**

International Yoga day is celebrated in college every year since its inception on 21st June 2015.

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

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

Response: 29.03

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 9

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document

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

Response: 8.77

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

2019-20	2018-19	2017-18	2016-17	2015-16
28.83	5.54	9.19	25.95	13.32

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

4.2 Library as a Learning Resource

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

Response:

Up to 2017-18, Library (Knowledge Resource Center) had used '**Library Manager**' Software version **2.0.0** developed by 'Pollen grain Software Solution Which was **partially automated software**.

Pollen grain Software Solution updated the knowledge and resource centre using ILMS in academic year 2019-20 and since then we started using **Fully Automated 'Library Manager' Software Version 2.0.0**

Name of ILMS software	Nature of automation (fully or Partially)	Version	Year of automation
Library Manager	Fully	2.0.0	2018
Library User Tracking System	Fully	3.0 (Stand alone software)	2018
Dspace	Fully	5.7	2018

(Institutional Repository)		(Stand alone software with LAN)	
Library Manager	Partially	2.0.0	2015-16 to 2017-18

Library User Tracking System(UTS) Stand alone software is specially designed for attendance of students and staff as well as visitors.

Facility available for students and staff fully accesses Wi-Fi / LAN

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

4.2.2 The institution has subscription for the following e-resources

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

Response: B. Any 3 of the above

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

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

Response: 1.34

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

2019-20	2018-19	2017-18	2016-17	2015-16
2.72	1.54	0.51	1.11	0.80

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

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

Response: 6.64

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

Response: 148

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

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college has a well-developed mechanism for upgrading and deploying Information Technology infrastructure. The college first assesses the needs, number of students, staff and other end users. The provision is made in the budget for annual maintenance of facilities. Technical staff is appointed to look after the maintenance of hardware and requirements for providing IT facilities continuously. There are 6 computer laboratories having internet facility in the college and a total 247 computers and 1 laptop. All the departments are provided with the required number of computers with internet connection. Upgradation of computers is carried out from time to time depending on changes in syllabi, new practical's prescribed, introduction of new technology and student strength. Students and staff can avail of Wi-Fi connection on their laptops, tablets and smartphones, which can be accessed from anywhere in the campus 24*7. e-Library facility is provided for staff as well as for students. The college uses ERP software which has different modules such as Online Admission, Time- Table, Teaching Plans, Attendance, contact to parents (SMS), Display of upcoming events etc. The college has a biometric IN/OUT facility for staff. ICT class is an interactive module which uses graphics, videos & presentation as teaching techniques. This method promotes more interaction between teachers and students with a higher ratio of participation. There are 7 ICT classrooms & 2 seminar hall developed as a super campus facility which are utilized by all staff for

conducting lectures. The college is under CCTV surveillance 24*7.

File Description	Document
Upload any additional information	View Document

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

Response: 9:1

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

4.3.3 Bandwidth of internet connection in the Institution

Response: B. 30 MBPS – 50 MBPS

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

4.4 Maintenance of Campus Infrastructure

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

Response: 3.29

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

2019-20	2018-19	2017-18	2016-17	2015-16
7.36	7.97	6.71	7.93	2.66

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

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

Response:

The college has a systematic mechanism for the maintenance and upkeep of infrastructure, facilities and equipment. The need of regular maintenance and upkeep is proposed and confirmed by the heads of the department/section in charge. The laboratory assistant submits the quotation from the respective service provider for purchase of deadstock & consumable items depending on the syllabus of that subject. Comparative charts of these quotations are then sent to the purchase department. These are finally approved by the purchase department on priority basis. List of non-repairable equipment/instruments is prepared by concerned faculty in-charge, laboratory assistant in consultation with HOD and forwarded to Principal for write-off approval. The instruments that are not in use due to change in syllabus are transferred to the other colleges of the society.

Furniture including benches, desk, tables, cupboards and chairs are repaired or replaced as per requirement. An electrician is appointed for electrical maintenance. RO water facility is provided in campus. For washrooms and gardens sufficient water is made available. Cleaning of water tanks, maintenance of RO systems is done periodically. Day to day maintenance and cleaning is done.

MAINTENANCE POLICY

The college is continuously involved in procuring equipment and upgrading the infrastructure. Maintaining this infrastructure in proper condition is very essential. The college has entrusted the responsibility of maintaining the infrastructure to the concerned sections.

1. Building Repairs & Maintenance Expenses

Construction and Maintenance unit of the K. K. Wagh Education Society takes care of maintenance of all buildings in the campus. This includes civil work modifications, building repairing, repairing and maintenance of internal roads, plumbing, coloring etc. Miscellaneous repairing and maintenance works are carried in house whereas contractors are appointed for the execution of major works. The committee members monitor housekeeping and cleaning of water tanks and sanitary blocks. Periodically an external agency is hired for cleaning of all water tanks.

2. Computer & Equipment Repairs & Maintenance Expenses

Maintenance of computer systems is carried out by laboratory assistants regularly the Computer Science department. If the department is not able to resolve the issue, the problem is referred to the vendor. All computers in the college premises have been connected by LAN. The laboratory assistants of the Computer

Science department maintain the firewall, LAN connectivity, Campus Wi-Fi and internet connectivity throughout the college.

The departmental peon keeps the laboratories neat and clean. Blowers are used to remove dust from the computers. Software installation is completed as per the requirements of the department. Machines are formatted and updated with operating system, antivirus and other software timely. The UPS battery backup system is supplied to each computer. The college website is maintained regularly .

3. Electrical Equipments Repairs & Maintenance Expenses-arrester

Routine maintenance and servicing is done by laboratory assistants and laboratory attendants and services of external agencies are also hired for major and critical troubleshooting. Fire safety equipment is installed in every department and is annually refilled. Provision of safe drinking water is also made for which coolers and purifiers are provided. Maintenance of the water coolers and purifiers is carried out from time to time. Generator is available for uninterrupted electrical supply.

4. Library Utilization

The library provides open access for all users. Library makes available different newspapers in Marathi & English. The librarian shoulders various responsibilities like purchase of reference books and some other important books, journals & periodicals, annual budget etc. Monthly cleaning of books & racks is done to preserve them. Binding of library books, journals, question papers, bound volumes are done as per the requirement. The record of issuing and receiving is digitally recorded. Barcode system is also provided. Stock verification is done as per the guidelines. Librarian seeks recommendations from the departments to purchase necessary books. The library uses “Library Management” software for automation of the library and also provides e-library facility to students & staff. Online access to e-journals, e-books is provided through “N-list”. The library has signed an official MoU with Kusumagraj Pratisthan, YCMOU & HPT-RYK College for exchange of books.

5. Sports Utilization and Maintenance

The sports department operates as specified in the course curriculum with a desired area. In order to ensure smooth functioning of the sport facilities, following procedure is followed:

? We have a spacious Gymnasium Hall and a large play-ground which are well maintained and used optimally.

? Gymnasium Hall is utilized for playing indoor games such as table tennis, chess and carom etc. outdoor games such as football, basketball, volleyball and cricket.

? Students, faculty and staff must carry their ID card to utilize the facilities of the sports with proper log book entry, as applicable.

6. Maintenance and Utilization of Classrooms

The College has 29 Classrooms and 2 seminar halls which are utilized for teaching and other academic purposes. Duty of cleaning the classroom is assigned to class IV staff. Electric boards and fans are maintained by the electricians on the campus. Departmental activities such as guest lectures and student

seminars are conducted in the Seminar Hall and the classrooms.

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

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 33.82

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
828	790	638	598	431

File Description

Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

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

Response: 2.58

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
00	30	18	84	88

File Description

Document

Upload any additional information

[View Document](#)

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

[View Document](#)

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

- 1.Soft skills**
- 2.Language and communication skills**
- 3.Life skills (Yoga, physical fitness, health and hygiene)**
- 4.ICT/computing skills**

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

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

Response: 41.73

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

2019-20	2018-19	2017-18	2016-17	2015-16
919	1673	801	610	219

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

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

5.2 Student Progression

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

Response: 12.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
72	80	94	40	33

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

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

Response: 42.5

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

Response: 309

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

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

Response: 73.12

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

2019-20	2018-19	2017-18	2016-17	2015-16
33	111	27	10	00

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

2019-20	2018-19	2017-18	2016-17	2015-16
49	113	27	10	00

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

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be

counted as one) during the last five years.

Response: 26

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

2019-20	2018-19	2017-18	2016-17	2015-16
08	06	03	06	03

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

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

Response:

The Board of Students Development (BSD) is formed in our college as per the guidelines given by the Savitribai Phule Pune University (SPPU). It looks after the protection of rights and supervises the activities conducted for the development of the students. As per the provision of section 40(2) (b) of Maharashtra Universities Act 1994 and the guidelines given by SPPU, the college elects the University Representative (UR) from the Class Representatives (CR) every academic year. Board of Students Development (BSD) promotes, co-ordinates and conducts different activities for better social and corporate life of the students. It also tries to nurture student's overall personality development focusing on their mental, physical and cultural growth. Various activities are conducted which helps them to become ideal citizens and prepares them to compete with the globalized world. Every year the students association is formed at college level representing the students for the conduction of departmental forum events.

Following Prominent activities assigned by SPPU are implimented in the college under The Board of Students' Development(BSD)

- Anti-ragging Cell
- Students Council.
- Personality Development
- Placement Centre

- Soft Skills Development
- Special Guidance
- Karmaveer Bhaurao Patil 'Earn and Learn Scheme'

Students Council

As specified in Maharashtra Universities Act 1994 and SPPU, the Student Council is formed which consist of the following members.

1. Principal as Chairman
2. One lecturer, nominated by the Principal
3. National Service Scheme Program Officer
4. Merit holder and regular student of each class is nominated by the Principal.
5. Director of Sports and Physical Education.
6. One student from each of the following activities, who has shown outstanding performance and who is nominated by the Principal in (1) Sports (2) National Service Scheme (3) Cultural Activities.

All the above student representatives vote for the General Secretary (GS) and Cultural Secretary (CS) of the college.

The council works as a mediator between the students and the college higher authorities. The student representation in various academic and administrative bodies has contributes to the construction of policies and regulations for the betterment of the students. This council also helps in making the students aware of government and institutional scholarship schemes, various social and welfare schemes and also creates interest regarding cultural and sports activities. It also resolves personal conflicts and addresses their grievances. It helps them in showcasing their talent on public platform. The student council members help in organizing programs to create awareness about the harmful effects of ragging and bullying.

The student council takes active participation during Cultural Programs, NSS Camp and Sports activities. Every year in an Annual Function the student council members are awarded with certificates and trophies. On an annual day college honors the students for their good performance in curricular and extracurricular activities. The awards such as "Best Outgoing Student of the Year", "Best NSS Volunteer of the Year" and "Best Sportsperson of the Year" , "Overall Championship Trophy in sports " are given by the college every year.

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

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

Response: 52.4

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

2019-20	2018-19	2017-18	2016-17	2015-16
47	40	52	53	70

File Description	Document
Upload any additional information	View Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

An **Alumni association** is formed for the former students of the college. The alumni association of college was registered on 27th November 2018 with registration number [Nashik/0000462/2018] and is displayed on the website. At present, the total number of registered alumni is 4463. The college invites alumni for expert lectures organized for current students and they are also felicitated for their achievements on special occasions such as Alumni Meet.

Objectives of the Alumni Association

- To utilize their experiences for the benefit and progress of the present students.
- To seek their guidance for better employability of the present students.
- To promote the campus placements.
- To seek financial support from them.
- To assist the College in organizing curricular and co-curricular activities.
- To get their valuable advice and suggestions for the overall development of the college.
- To motivate our students by success stories of Alumni.

On **Almashine Portal** of K.K. Wagh Education Society 410 alumni from our college are registered. Almashine is end to end alumni management software to collect alumni database. This platform has helped us to reconnect and engage with our alumni very efficiently and effectively.

Alumni extended their support in the form of the financial contribution of Rs. 100 each to Alumni

association which is further used for different activities for alumni.

Some of the notable contributions of the alumni are as follows: -

From commerce department the contribution of Alumini was:

- Mr.Chaitnya Jadhav guided the students on skill based schemes.
- Dr.Nutuan Thoke guided the students on recent trends in banking.
- Ms.Rucha Deshmukh from WNS Services Pvt.Ltd (HR) guided the students on Interview Skills.

From science department the contribution of Alumini was:

- Mr. Kiran Ghuge CEO of NSK Biotech and Mr. Sagar Ugale guided the students on entrepreneurship development.
- Mr. Gaurav Patil, a Research Scientist in UK addressed students on research opportunities in Life Sciences.
- Mr. Anshul Bhatt, currently perusing Ph.D. at IISC Bangalore was invited for the inauguration of the Science Forum. He guided the students regarding the entrance exams such as JNU, TIFR, and JRF, also created awareness among students regarding scope of the research and provided information about the Universities which provide scholarships for research purpose.
- Adv. Snehal Jadhav was invited for the Inauguration program of 'BioSpectra' Science Week.
- Mr. Prasad Talware was invited for the Prize Distribution ceremony during 'Srujan 2018-19 Annual Gathering' held.
- Mr.Abhisek Nikam was invited as Chief Guest for 'Alumni Meet 2017-18'

From computer science department the contribution of Alumini was:

- Mr. Abhishek Mande, Software Developer at Mumbai, was invited as Resource Person in the workshop organized under Computer Society of India (CSI) on the topic 'Designing of Gaming using Unity3D'.
- Mr. Shreyas Brahma, CEO of S.B.Infotech Nashik, organized campus interviews for M.Sc. students.
- Mr. Mayur Kulkarni , CEO, Webvision Labs Nashik , organized Campus Drives for M.Sc. students.
- Mr. Shreyas Brahma was invited as Chief Guest for 'Alumni Meet 2018-19'

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

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

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	View Document

NAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Vision

Transforming students through academic excellence.

Mission

To educate the younger generation through a holistic approach for proper dissemination of knowledge and to inculcate moral, ethical and social values to make responsible and competent global citizens.

Formulation of vision and mission is aligning with the style of governance and perspective plan of the institute and the society and participation of teachers in the decision making bodies of the institution.

Objectives

1. To excel in all areas of teaching and learning, evaluation, research and extension activity.
2. To contribute to the creation of life and face the challenges in life.
3. To provide standard education with global competitiveness
4. To offer subjects for competence building and motivate the students with human values developing their personality with leadership skills to meet society's needs.
5. To build competence, commitment, conscience and compassion of youth through academic excellence.
6. To bridge the gap between rural and urban, offering the benefits of education to the people in all sectors
7. To enhance the employability of students by providing an opportunity for training and placement by arranging personality development programs.

The impact of vision and mission is as follows.

Governance:

The style of governance is participative where the development and growth of both staff and students are kept paramount. Following are the essential components of governance, our vision and mission aspires for.

- The institute believes in a democratic and participatory mode of governance. The participation of all stakeholders is reflected in administration and other activities actively .
- The Heads of Department, the conveners of various committees play an important role in determining the institutional policies and their implementation.
- The institute promotes the participation of teachers, students and administrative staff in extra-curricular and co-curricular activities.
- The institute conducts programs/ events/ activities that integrate global awareness, communication skills and team building throughout the year.

Perspective? ?plan:?

Vision? ?and? ?mission? reflects? ?our? ?long? ?and? ?short? ?term? ?goals? ?such? ?as

- To? ?impart? ?quality? ?education.? ?
- To? ?inculcate? leadership? ?qualities? ?and? ?service? ?to? ?meet? ?society's needs.? ?
- To ensuring? ? ?employability?? by? ?arranging campus? ?interviews.? ?
- To arrange training programs ?for students ? ? on ? ? personality development. ?

Participation? ?of? ?teachers:?? ?

Teachers ?help? ?to? ?achieve? ?the? ?gist? ?of? ?our? ?vision? ?and? ?mission by ?taking ? ?care? ?of? the ?following? ?points

- Embed? ?environmental? ?and? ?social? ?awareness? ?amongst ? ?the? ?students? ?for? ?sustainable? ?growth.? ?
- Educate ?the? ?pupils? ?to? ?face? ?the? ?challenges? ?of? ?life? ?and improving? ?their? problem-solving ?abilities.? ?

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

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

Response:

Introduction:

The institute practices decentralization and participatory management in keeping with its belief in collective leadership and democratic traditions. All staff is involved in the decision-making process. The institute promotes a culture of participative management about academic goals, organizational progression and better campus life. The management and the Principal are always eager to create a harmonious and positive attitude in the institute for achieving the goals. Decisions are taken at each level and are implemented at the collective level to run the machinery smoothly. Suggestions received from various stakeholders are also given due importance while adopting policies.

Decentralization process:

- **Society level:**

The President of the society is at the top level and is assisted by the Board of Directors. The Board of Directors guides the coordinator and the Principal from time to time.

- **Institute level:**

The Principal is an academic and administrative head of the institute. All the important decisions related to the administration of the institute are taken by the Principal in consultation with the Heads of department. The Principal in consultation with HODs & the administrative committee prepare the outline of the perspective plan every year to implement the academic activities.

- **Department level:**

The head of department (HOD) is responsible for the administration of the department and reports to the Principal and the Coordinator. HOD assists teaching and non-teaching staff on the working of various committees. They formulate the quality management system (QMS) chart which expresses the organizational goals and aspirations, processes, responsibilities, documented information and resources needed to implement and maintain it.

The admission process is taken as a case study: Admission processes are carried out according to the admission policy.

The admission process starts after the declaration of the HSC state Board result. The link for online admission is uploaded on the institute website along with a schedule of online form filling and submission of hard copies of the online admission form to the institute.

After collection of the online admission forms, faculty wise merit list is displayed on the website and notice board of the institute. The admissions are given as per the merit list. The candidate has to secure the admission within the stipulated time as declared in the schedule. The original copies in support of their eligibility are thoroughly verified at the time of admission.

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

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The strategies to adopt the perspective plan are decided by IQAC, College Development Committee (CDC) & management are effectively through the consultant. The perspective plans are prepared by taking suggestions from all the stakeholders which are categorised into year-wise strategic planning.

A case study of effective deployment of one such plan is the implementation of the Extended Private Automatic Branch Exchange (EPABX) in the institute campus. In March 2016, during the CDC meeting, the discussion on the requirements of EPABX was put forward. The objective was to improve the communication between the stakeholders and ultimately enhance the working environment. The CDC advised formulating an action plan dividing the work into firstly, to give their requirements secondly, comparison of it and finally, To implement the installation of EPABX system taking necessary steps.

In March 2016, the Local Management Committee (LMC-currently named as CDC) finalized the quotation and further procedures were started and the legal framework was completed with EPABX company. The equipment was provided by the vendor in the year 2016 which was installed by providing every room a unique extension number.

EPABX provides both extension and Primary Rate Interface (PRI) services. Extension service is given to all departments with a unique extension number.

This installation reduced the time required by the peon to convey the message to the other stakeholder and efficiency increased with smooth communication being achieved.

In addition to this, the perspective plan of the institute includes the development of infrastructure for academic and research-oriented.

File Description	Document
Upload any additional information	View Document
strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

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

Response:

- **Top Management:**

The K. K. Wagh Education society was established in 1970. A small sapling planted by Karmaveer Kakasaheb Wagh has grown into a big tree with 36 branches. The quality policy of the institute aims to perceive global standards of excellence in teaching, research, financial support for infrastructure development for facilities of Sports and NSS. Trust monitors the implementation of quality policy and plans, by periodic review.

- **College Development Committee(CDC):**

Local Management Committee as per Maharashtra University Act, 1994 (Sec. 87) and College Development Committee(CDC) as per Maharashtra University Act, 2016 (Sec. 97) is constituted. It prepares financial budget. It provides motivation and guidance for the academic progress of the college and gives further suggestions for upgradation of teaching learning process and filling of vacancies of teaching and non-teaching staff.

- **Coordinator:**

The coordinator is the strategic team leader of the campus. The coordinator plays an important role in the development of a positive work environment - that is innovative and responsive to all the stakeholders.

- **Principal:**

The Principal is the administrative and professional leader who plays a key role in the implementation of quality policy and successful operations. Principal motivates faculty members towards research, social commitment and student progression leading to the overall development of the institute. He executes different plans approved by governing bodies, CDC, Board of Studies, etc. through formation of various committees. He ensures the planned outcome through a feedback analysis report.

- **Internal Quality Assurance Cell (IQAC):**

The IQAC acts as a nodal agency of the institute for the quality-related activities. At the beginning of each academic year, IQAC prepares the academic calendar, teachers' diary format and action plan. IQAC meets to discuss issues related to learning mechanisms, improvement of quality standards and academic development.

It analyses the feedback received from parents, alumni and students and forwards the reports to CDC.

- **Heads of Department (H.O.D.):**

The Heads of Department bridges the gap between higher authorities and the faculty members as well as between staff and students. The Heads of Department ensures high standards of teaching and learning

practice. The Heads of the Department keeps coordination between all stakeholders.

- **Faculty:**

The quality of the academic staff is decisive for institutional standards. They disseminate and impart basic or applied knowledge to students and assist with the learning process. They also provide mentoring to the students related to academic and non-academic matters. Faculty motivates the students by organizing industrial visits, events, expert lectures and workshops.

- **Non-Teaching Staff:**

The institute promotes the administration staff for training to meet the day to day challenges of administration. The accountant is responsible for handling all the matters related to finance. Librarian looks after the issues and acceptance of books in Vasanttrao Kanetkar Library. All the non-teaching staff allotted various committees through which they carry the smooth functioning of the Institute.

- **Student Leadership:**

All the activities in the institution such as conduction of seminars, workshops and celebrations of forums are planned and executed by the student council and the various student committees.

File Description	Document
Upload any additional information	View Document
Link to Organogram of the Institution webpage	View Document
Paste link for additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP (Enterprise Resource Planning) Document	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Employees Provident Fund (EPF)

- Institute provides an EPF facility for all staff.
- An employee contributes from 12% of (basic + AGP + DA) (max wages limit Rs.15000/-) to EPF + employer contribution is also 12% of the same (out of which 8.33 % goes to the employee pension scheme and the remaining 3.67 % goes to EPF)

Gratuity

- The institute pays a gratuity amount to all regular staff.
- Reimbursement of gratuity amount is of 15 days salary of every completed year of service.
- The amount is reimbursed at the rate of last month's salary.
- A minimum of five years of regular service is required to avail of the gratuity.
- Our society has made a provision of LIC policy for reimbursement.

Workmen compensation facility

- Society has a policy of Tata AIG general insurance company Ltd.
- It covers regular and ad-hoc employees.
- Compensation for any injury/loss while on institute duty.
- In case of death of an employee on duty, an amount of Rs. 5 lacs to 10 lacs is possible.
- In case of hospitalization because of an accident on duty, medical facility up to Rs. 50,000 only.

Group Insurance Scheme

- For 30 employees, LIC policy is available.
- This applies to old permanent staff.
- No new member can be added to the scheme as per the policy of LIC.
- Reimbursement of Rs. 25,000 to Rs. 1 lac depending on the pay scale of employees.

Leave Policy

For regular employees

- Casual leave and medical leave as per rule (CL: 08, ML: 10)
- EL encashment facility is available
- Max 300 EL encashment after the retirement.
- Maternity leave for a female employee for 3 months (with pay)

For ad hoc employees

- CL – 8
- Maternity- 3 months (without pay)
- For ad-hoc, special leaves are given to those who have completed a minimum of 5 years or 55 months.

Medical facility

- Medical aid in campus dispensary.
- Mediclaim facility for all staff members. (09-01-2018 to 09-01-2019)
- K. K. Wagh Education Society has MoU with Apollo hospital

-15 % discount on OPD consultations

-10% discount on OPD investigations

-10% discount on inpatient room rent

-10% discount on in-patient investigations

Loan facility:

KarmaveerKakasaheb Wagh engineering and polytechnic employees credit society provides

- For members Loan facility up to 5 lacs + facility of emergency loan up to Rs. 20,000/- available.
- The insurance policy for all members of the credit society which covers benefits up to 5 lac for natural and accidental death is available.
- Funds for EMI of an insurance policy are allocated from the profit earned by the society during a particular year.
- Regular employees can become members of this credit society.
- The facility of repayment through monthly salary.

Other facilities

- CSI membership for computer staff.
- Education support for children of employees by pay fees in instalments.
- The motivation of staff and encouragement through birthday wishing.

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

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

Response: 15.59

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
14	11	09	04	07

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

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

Response: 11.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
01	05	03	23	24

File Description	Document
Upload any additional information	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

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

Response: 64.37

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

2019-20	2018-19	2017-18	2016-17	2015-16
13	63	43	61	00

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

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

Response:

Performance appraisal reports of the teaching faculty are collected and scrutinized by the Principal and Coordinator, where necessary they discussed with the faculty and concerned head by the Principal. Teachers' profiles are also uploaded to the institute website. The feedback received after any program, academic or extracurricular, is also discussed with the faculty head and suggestions for improvement are given by the Principal. Faculty members are encouraged to actively participate in all activities of institute life, irrespective of whether they are permanent, temporary, ad-hoc or contractual. They contribute towards strengthening the teaching-learning process, research, extension activities and administrative work with responsibility and accountability. Information about all these activities is included in their performance appraisal report.

The Savitribai Phule Pune University (SPPU) norms for formal appraisal are followed where faculty are required to submit reports on work undertaken every year. These reports document personal achievement, both scholastic and extramural. coordinators of various sections and committees are also expected to submit an annual report on the work or activities carried out under their guidance. The reports are presented at Staff meetings and form the basis of the comprehensive annual report presented by the Principal to the management. Thus, the contribution of the individual to the multidimensional corporate life of the institute is well documented. Curriculum vitae of individual faculty members are available on the institute website in the public domain. Each year teachers submit their academic appraisal following the standard API forms which are reviewed by the heads of the department and then the Principal. The Savitribai Phule Pune University(SPPU) has its mechanism through a website maintained by the BCUD to update the teachers' profile. Each year appraisal of the administrative staff is undertaken in the standard

format which is reviewed by the registrar and then the Principal.

Based on this information according to service rules and regulation of the K. K. Wagh Education Society, faculty may be promoted or demoted or transferred to another institute.

File Description	Document
Upload any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

- Mechanisms for both internal and external audits are in place.
- The institute has developed its own efficient internal audit mechanism.
- The Finance and Purchase committee is actively involved in the mobilization and use of available financial resources.
- The finance manager is appointed by the management for pre-audit.
- The budget is prepared for every academic year and allocation made under various heads for various proposed activities of the institute.
- The proposed budget is sanctioned finally by the Board of Directors.
- After conducting the activity, the expenditure report is sent for internal audit.
- Continuous audits are conducted and financial statements are verified in the office.
- Mr. P. K. Lodha is appointed as a chartered accountant for conducting an external audit.
- The last audit was completed for the period 01-04-2019 to 31-03-2020 and approved on date 18-07-2020.

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

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

Response: 2.58

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

2019-20	2018-19	2017-18	2016-17	2015-16
0.855	0.630	0.45	0.315	0.33

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

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

Response:

- The institute adopts a budgeting procedure, with adequate resources for non-recurring expenses, recurring expenses (e.g. salary, faculty development, research, repairs and maintenance, consumables etc.), learning resources (e.g. books, journals, periodicals) and creation of new facilities.
- The institute collects budgetary requirements from all the departments/sections in a prescribed format.
- The head, in consultation with the faculty members, finalizes the department requirements and forwards them to the Principal for approval.
- The institute budget is then prepared and the proposed budget is sent to the management for further consideration.
- Decisions are made in consultation with the Principal to ensure that the requirements stated in the budget are given proper justification. The Governing Body of the institute is the final decision-making authority for budgetary approval based on recommendations given by the Principal.
- A standard procedure is followed for procurement.

Provisions are made for any additional requirement of capital for emergency expenditures

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

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

- The Internal Quality Assurance Cell (IQAC) has taken enthusiastic initiative to improve the quality culture in all the activities of an institution. IQAC has been continuously working on student development as the students are the finished product of the institute.
- Following two best practices highlight the projects(activities) executed by the institute.

1. Promotion for Research Activities
2. Enterprise Resource Planning (ERP)

1. Promotion for Research Activities:

- Internal Quality Assurance Cell (IQAC) has contributed to motivating research activities. The participation of staff & students for the research improves the focussing on conduction of various research activities as follows.
- IQAC took initiative in conducting the National & State Level Seminars by the Commerce and Science department respectively. Various Research Papers were published by Staffs in these seminars. The Grand received from SavitribaiPhule Pune University, Pune under QIP.
- The participation of students in various research works. IQAC took initiative to promote the students to participate in various research competitions such as Avishkar and Intercollegiate Competition. In these competitions students and staff received the award at different levels.
- Under the QIP of SavitribaiPhule Pune University college received a grant of Rs. One Lakh .

2. Enterprise Resource Planning (ERP):

- ERP is web-based software that helps in managing the entire administrative and management processes within an institution. It is a digital, automated and data-driven solution to manage the complete student life-cycle from admission to graduation.
- ERP has various modules including student registration, pre-admission and admission processes, student management, employee management, account, fee and payment management. ERP offers 360-degree automation covering all aspects of administrative processes while being student-centric.

Modules:

- The institute has developed an information management system, which is an ERP based software developed according to the needs of the students, employee and management. ERP includes various systems like Student Information System, Academic Monitoring, Time table management, Fees collection System, Official Information of Employee, Employee Module, Salary and Accounts, Leave Management, Staff Profile and many more. Every department of the institute can generate reports related to their own modules, apart from this reports Management Information Systems software shows summarized data of the institute.
- Student Information System: Maintain student profiles including personal, qualification, experience and other fields.
- Use the facility of student snapshot to view their details referring to program, fees, exams and

attendance on a single link.

- Generate student ID cards and barcodes.
- Provide reporting tools to generate detailed student reports using various search criteria.
- Academic Monitoring: E- materials with reports such as lecture notes, assignments, and useful links are provided.
- Time Table Management:
 - Generate session (period) details for attendance via time-table integration.
 - Mark attendance of students, program and section-wise.
 - Provide attendance reports including program wise attendance for faculty and students.

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

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

- The Internal Quality Assurance Cell (IQAC) was established in March 2018, as the term indicates the quality parameter is assured and exhibited through various processes and methodologies.
- We adopt the teaching-learning process as an important process in academics, through a structure set up in order to execute the actions as per the norms laid down by NAAC and institute administration.
- The main purpose of this exercise is to measure the outcome at periodic intervals so that records can be kept meticulously for continuous improvement in various activities. The role played by various agencies is as follows.

Internal Quality Assurance Cell (IQAC):

- IQAC being the central body within the institute monitors and reviews the teaching-learning process regularly.
- The interactions between the student and the faculty members are being done regularly by adopting a mentoring system. This system is also bridging the gap between students and faculty to help in gauging the learning levels of the students and appropriate actions are taken to improve the performance upgrade assessment of students so as to make them employable.

- The IQAC organizes the following program:

1. Departmental Festival
2. Soft Skill Development Program
3. Mentoring of students.

- Discussions are done continuously with the teaching staff so as to inculcate quality culture in there.
- Arranges feedback, responses from students, teachers, alumni and employers about various issues.
- Institute approach for Mentor- Mentee Scheme “Paramarsh” of UGC. The institute received approval from UGC and assigned Hon. Prof. Dr. R. S. Mali as a mentor.

Teaching-learning process:

- The staff members are encouraged from time to time to adopt various teaching platforms with the help of the latest technologies available globally. This is an attempt to make them aware of the latest trends and technologies. This activity is also boosting the level of confidence among faculties and students.
- The sharing of knowledge related to both theory and practical’s are also done through interactive sessions.
- The Department of science adopts experiential learning methods like Exhibitions, Demonstrations of experiments, Study tours, and panel discussions.
- The commerce department has made a strategy to make students aware and to learn a few basic things practically like, opening an account in the bank, filling challans, applying for loans, GST, tally etc.
- Teachers motivate students to participate in Avishkar-an University Level Competition organized to enhance the research interest in students.
- The annual prize distribution program is organized to appreciate the hard work of students and teachers over the years.

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

6.5.3 Quality assurance initiatives of the institution include:

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

Certification, NBA)

Response: D. 1 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	View Document

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response:

Our college ensures that everyone has equal access and provides opportunities to achieve the social, psychological and physical benefits. The college offers admission to downtrodden, needy and economically weaker students. The College is very sensitive to gender related issues. It ensures the safety of the girl students and staff on the campus and creates an atmosphere conducive to overall growth. The major responsibility of college is to provide safety and security. The special Discipline committee is there to keep vigil on the issues related to the violation of rules and regulations of the college and any untoward incidence that may happen.

◦ **Safety and Security:**

- We provide a hygienic, safe and secured environment to all.
- The college has an active cell for the prevention of ragging, internal complaints, sexual harassment and violence on men/women in the campus.
- For this purpose, various committees like Women Redressal Committee, Internal Complaint Committee and Anti Ragging Committee are formed as per the guideline of University Grant Commission and Supreme Court.
- The boards of these committees are displayed with contact numbers of respected committee members at the entrance.
- The suggestion boxes have been installed at planned locations and are periodically checked for the complaints received.
- Telephone numbers of the police helpline, women helpline and emergency service are also displayed.
- CCTV cameras are installed at significant locations in the college premises for the safety and security. The footage of the recording is often seen and necessary actions are taken, if any suspicious activity is observed, by the principal.
- The patrolling van of local police called Nirbhaya Pathak periodically visits the campus for the prevention of offensive activities.

◦ **Counselling:**

- The Women Redressal Cell provides personal, social and academic counselling for girls.
- The college has a mentor system, in which each staff member acts as a mentor and some students are allotted to each mentor. In this system the mentor provides personal counselling to girl students depending on their issues.
- Student counselling is done by considering academic, personal, family, career and social related issues.
- The staff members strive to solve all kinds of problems of the students. College organizes lectures of eminent personalities to create legal awareness, health and hygiene among the students.
- Girl students are encouraged to participate in sports, NSS and cultural programs.

- **Common Rooms:**

- The institution has provided separate common rooms for boys and girls. The common rooms have all essential amenities.

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

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

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

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	View Document

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

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

The college has created the following facilities to keep clean, green and pollution free environment friendly atmosphere on the campus.

- **Solid waste Management:**

- To reduce the problem of solid waste disposal, dustbins are kept at different locations on college campuses and also in the classrooms.
 - The solid waste is collected and sent to a depot specially set up by NMC.
 - To minimize the problem of waste disposal colored dust bins are kept at the necessary junctures in the College campus. The dustbins are placed separately for degradable and non-degradable waste at every corner of the corridor, wash rooms and common room. The dry dustbin are also placed in laboratories, library, classrooms, etc. Old newspapers, used papers and journal files, workshop scrap etc. are given for recycling to external agencies.
 - To keep the environment eco-friendly, the solid wet waste is used for composting which is done in collaboration with Agriculture College. The composite culture is added layer by layer with proper aeration. After semi decomposition earthworms are added for future process and vermicomposting. A good quality of vermicompost is obtained from this process. This vermicompost is utilized in college campuses for gardening.
 - The NSS volunteers regularly conduct cleanliness campaign in the campus and contribute to keep campus neat and clean. As per the need of students enrolled in Earn and Learn Scheme are also assigned the responsibility of collecting litter and removing the rubbish. A gardener and lady workers are appointed by the College. The College sees to it that no environmental hazards are created in the campus.
- **Biomedical waste**
 - Microbial waste includes any product that emanates from or has been used in tampering with microbes.
 - Microbial waste is either a solid waste or liquid effluents.
 - Microbial liquid effluents waste includes 1) Discarded cultures, stocks of infectious agents 2) Clinical samples like urine , pus, stool , blood, serum, swab & plasma. 3) Vial of antibiotics, injectable vitamins.
 - Steam sterilization method is used for treatment.
 - Steam sterilization (Autoclaving) is done at 121°C with 15 psi pressure for 30 min for discarded cultures, stocks of infectious agents, clinical samples, used culture media and disposed through sanitary sewer.
 - Solid waste i.e. culture media after steam sterilization are packed in bags and placed in trash.
 - Broken Glassware's are disposed of in cardboard boxes packed with cello tape and labeled as Broken Glassware. This labeled boxes separately sent to depot.
 - **Liquid Waste:**
 - All waste water lines from toilets,bathrooms etc. are connected with Municipal drainage.
 - Preferentially diluted solutions are used for experimental purpose. Concentrated solutions are thrown in sink only after dilution.
 - After treatment (steam sterilization or using chemical disinfectants) liquid wastes are disposed of in the diluted forms through the drainage system.
 - **E-waste management:**
 - Outdated and non-working equipment's, computers, keyboards, batteries are written off from the dead stock register regularly. These are then being sent to the central store for further process as per our education society's policy.

File Description	Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

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

Response: E. None of the above

7.1.5 Green campus initiatives include:

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

Response: B. 3 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document

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

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

Response: A. Any 4 or all of the above

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

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1. Built environment with ramps/lifts for easy access to classrooms.**
- 2. Disabled-friendly washrooms**
- 3. Signage including tactile path, lights, display boards and signposts**
- 4. 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**

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

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

Response:

- Our College takes an initiative in providing an inclusive environment to our students as well as for outsiders. The college is playing an effective role of catalyst in the upcoming vicinity of Adgaon to maintain the peace and national integration. There are many activities organized by our institution, such as Green Initiative, Social Awareness, Industrial Visits and availing classrooms for public examination. These activities are shown in our academic calendar for the knowledge of our staff and students which help them to participate in these activities. People from nearby local area also participate in some of those activities.
- The students are inculcated with the tolerance and harmony about cultural, regional, linguistic communal socio-economic and other diversities by arranging expert lectures on the topics such as 'Freedom fighters contribution Viz. Gandhi, Sambhaji, Dr. Ambedkar, etc. To maintain the linguistic importance Marathi Bhasha Din is celebrated. Birth Anniversaries of all national heroes are celebrated with the local community. Thus, the college has created very positive image for all the communities and they donate and help the college in the developmental activities.
- Every year our college organizes different campaigns and rallies for increasing environmental and

social awareness among citizens. It provides an opportunity for our students to communicate with people outside the campus and guide them on topics of health, cleanliness and education. Such awareness programs are regularly conducted in nearby rural areas of the city. Our staff monitors as well as participates in such activities for maintaining discipline and harmony.

- The Nashik Kumbh Mela is considered to be the most sacred of all the festivals as thousands of Sadhus and devotees visit Nashik during this period. Our college took this opportunity for showing harmony towards our culture by providing drinking water at different locations. Many of our students and staff participated in this activity.
- Our college has the advantage of having a wide range of biotechnology and IT industries, located at Ambad, Satpur, Gonde, Igatpuri and Sinnar which are the five existing industrial zones developed by Maharashtra Industrial Development Corporation (MIDC). We plan industrial visits of our students to various industries and other reputed firms in Nashik. These visits create awareness in our students about the functioning of industry as well as they get practical knowledge. Being a grape city, Nashik is also famous and became "Wine Capital of India", as half of India's vineyards and wineries are located in Nashik. Every year we plan study tours to these wineries for enhancing our students' knowledge regarding manufacturing of wine.
- We make our classrooms available for conducting public examinations. It is an advantage for outsiders, as they don't need to run to bigger cities like Mumbai, Pune etc. for examination centers. It is beneficial for villagers as well as rural area students as they could get Nashik as a center. Our college has good infrastructure and qualified staff, required for smooth conduct of examinations and it provides an opportunity for our college to generate some resources.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document
Link for any other relevant information	View Document

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

Response:

- Our college undertakes different initiatives by organizing various activities to sensitize our students and employees to the constitutional obligation. Values, Rights, Duties and responsibilities of the citizens.
- Every year Republic day is celebrated by organizing activities highlighting the importance of Indian Constitution.
- Independence Day is celebrated every year to highlight India's freedom. It also provides an opportunity for our students to know about the sacrifices made by freedom fighters to secure the country's future.
- On 26th November, our student and staff celebrate constitution day by taking a constitution pledge. As we are aware of our constitution that provides various rules/laws for human dignity, equality, social justice, human rights, freedom, respect and superiority of constitution in the national life.

- Our college organizes various environmental awareness events to make students, staff and the public realize their duties towards nature. These activities include "Plastic free campus", "Tree Plantation," and "Swachhata Abhiyan".
- "Matdan Janjagruti" event is conducted by students to make aware about the voting responsibility of every individual as Indian citizen.
- Our NSS volunteers actively contributed in Nashik Kumbhmela, 2015 by providing distributing water.
- On 26 January 2020, we organized a "Women's Helmet rally" from Sambhaji stadium to Trimurti chowk, Nashik (3 Km), for increasing awareness of road safety.
- On 17th Feb 2020, Under “Bharatiya Chhatra Sansad” our students visited Parliament to observe the Working of Parliament.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document
Link for any other relevant information	View Document

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

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

Response: A. All of the above

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

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

Response:

- Our students are always on a mission towards a better Nation. They come together by breaking the chains and boundaries of religion and enthusiastically celebrate the National Festivals associated with the spirit of patriotism. National festivals like Independence Day and Republic Day are celebrated with great fervor and festivity.
- The college celebrates all major/minor national, international days and anniversaries like World Environment Day, International Yoga Day, International Women’s Day, NSS Day and Marathi Bhasha Din.
- The college celebrates birth and death anniversaries of great personalities like Mahatma Gandhi, Krantijyoti Savitribai Phule, Swami Vivekanand, Mahatma Phule, and Dr. A.P.J. Abdul Kalam etc. To mark the birth anniversary of Swami Vivekanand our students of Yuva Manch celebrate Yuva Saptah, in which various activities like street plays, quiz completions and Expert Talk are organized.
- Other programs that enhance the Teacher and Student relationship are also celebrated by our students. Teachers Day is celebrated on 5th September which is the birth anniversary of Dr. Sarvapalli Radhakrishnan that recognizes the contribution and achievements of teachers. “Guru Purnima” is also celebrated by the students to respect the teachers. Every year on 24th September NSS Day is also celebrated with lots of enthusiasm.
- Focusing on the unified diversity of the nation, the government has announced the birth anniversary of Sardar Vallabhbhai Patel as Rashtriya Ekta Diwas and is celebrated on 31st October every year.
- Our college staff always creates awareness amongst the students about hygiene and cleanliness. As per the slogan “Green Nashik and Clean Nashik”, every year Cleanliness Drive or Swachhata Abhiyan is organized in our college

File Description	Document
Link for Geotagged photographs of some of the events	View Document
Link for any other relevant information	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

Best practices I:

- **Title of the Practice: Departmental Event**

- **Objectives**

- To develop Analytical Thinking and Managerial Skills
- To develop entrepreneurial skills.
- To provide a platform to discover the hidden talents of the students and to make them aware about the recent trends and technologies.
- To make students employable and competent to face challenges globally.

- **The Context:**

- College provides the best environment with all the facilities. An annual program known as Forum for each department, is organized in which various department wise programs are organized
- Various activities on latest technologies are organized in order to make students competent to face the challenges of the modern world. It helps students to improve their critical thinking abilities and change their attitudes.
- Under the Forum each department conducts an event as Impetus, Biospectra, e-Merge for three days. The funds required for this event are generated through sponsorships. Curricular and Extracurricular involvement allows students to link academic knowledge with practical experience, thereby leading to a better understanding of their own abilities, talents, and career goals.
- The committees are constituted based on the activities. Judges are invited from industry, other colleges, and other departments to judge the talent of the students. All the activities are monitored by experts.
- The events are sponsored by various agencies voluntarily.

- **The Practice:**

1. Commerce Forum

- It is a forum under which various activities are conducted by the Commerce department such as guidance for competitive examinations, Poster Making, Quiz competitions and departmental events named as IMPETUS.
- It provides a platform for BBA and Commerce students to develop their managerial skills, entrepreneurial and business thoughts.

Impetus

- Impetus is an inducement, motivational event which gives opportunities to our students for development of their personality, communication and entrepreneurial skills. Eminent personalities are invited for inaugural and valedictory functions.
- Activities such as PPT, Debate, Ad-Mad Show, Documentary making, Trade Fair etc. are organized. Large number of students actively participate in all the competitions with great

enthusiasm and fun.

- To boost up their morale every year Miss. Manager and Mr. Manager, Best Coordinator are selected from the students depending on their overall performance in the event.

1. Science Forum

- It is a forum in which various activities are conducted by the Science Departmental like Chemiad competition, Micro-Bio-Olympiad, Career Guidance Lecture, Meditation Program and departmental events named as BIO-SPECTRA.
- It is an important platform for science students which enhances interest and promotes the student to undertake research projects in science.

Biospectra :

- This is an event which helps our students to explore their ideas and to showcase their talents. The experts from industry or colleges or distinguished alumni are invited for inaugural and valedictory functions. Competitions organized include poster- model, power point presentations, Science Photo Gallery, Theme based Rangoli/Mehendi competition and Treasure hunt.
- Every Year Mr. and Ms. Biospectra are selected and awarded with a trophy and certificate based on their performance.

1. Computer Forum

- It is a forum under which numbers of activities are conducted by the Computer Science Department such as Aptitude Test, Workshops, Seminar and departmental events named as e-Merge.
- It provides a platform for BBA (CA) and Computer Science students to explore their hidden skills and to make them aware about the recent trends and technologies.

e-Merge

- e-Merge is an event organized by the Computer Science department where “e” represents exploration, experience and execution. Under e-Merge students have opportunities to improve their leadership and technical skills and to improve their self-confidence. Experts from industry and educational institutions are invited for inauguration and valedictory functions.
- Various contests are conducted under e-merge to explore in the recent world of IT and management. Contests such as Programming competition, Poster-Model competition, Website designing, PPT, Counter Strike, blind coding, Group Discussion, Debate, Technical booth, Elocution are conducted.

◦ Evidence of Success:

- Significant changes are seen in the attitude of students and in their overall personality; even the shy students are able to represent themselves in a better way.
- Activities such as Group Discussion, Debate, elocution and PPT Presentation are proved more useful in building their careers.

- The confidence and soft skills developed during these activities helped students to face interviews eventually and get placed in renowned organizations, which are reflected in T&P records.
- Many of our students had started their YouTube Channel on various useful topics.

- **Problems Encountered and resources required:**

- Due to shortage of funds the events are conducted at college level only.
- The time span available for the departmental events is limited.

Best Practice II

- **Title of the Practice: Expert Lecture Series**

- **Objectives:**

- To enhance students practical knowledge in various subjects.
- To bridge the gap between industry and academia.
- To enrich the students with the latest updates in current technologies.
- To interact with successful alumni.
- To provide opportunities for Collaborations and Internships.

- **The Context:**

- Our college takes initiative to conduct an **Expert Lecture Series** to enrich the knowledge of students related with recent developments related with their curriculum and to provide practical knowledge about their subjects. We invite eminent personalities from different fields including our alumni holding very high positions to deliver the lectures.
- These expert lectures not only help students to gain valuable knowledge beyond the curriculum but also provide them industrial insights, exposure to the business world, research and development and face global competition.

- **The Practice:**

- The committee is formed to look after the planning and execution of the series. The members of a committee prepare a schedule for expert lecture series. In an academic year around 30- 35 lectures are scheduled.

- The schedule is planned based on following criteria:
- **Selection of Subject:** The selection of the topics and subjects are made by considering academic and current industrial needs. The repetition of the topics is avoided and various new outlooks and approaches are encouraged for the talk on the recent trends. Subjects should be relevant to their content of course and useful for their degree. Career oriented lectures on communication and interview skills, personality development and entrepreneurship management are also organized.
- **Selection of Experts:** The committee that looks after the planning and preparation for the series remains always in contact with people outside of the institution. Experts such as Academic Professional, Industrial experts, Business Person, CA and Our Alumni.
- **Procedure:** Committee members invite experts by sending invitation letters as per the schedule. On the day of lecture, hall arrangement is done by lab assistant and student volunteers. Student involvement in college positively affects student learning and development. Generally, an expert speaks for about one and half hours. After lecture feedback is taken from students and experts about the delivered lecture.

◦ **Evidence of Success:**

- Students gain extracurricular and co-curricular knowledge, from a practical oriented point of view through different sessions.
- These expert lectures helps the students to gain an insight into the industry at their workplaces in future.
- Expert lectures on personality development and communication skills helped many students to get placement and internship in reputed organizations.
- Students are motivated to start their self-business and become an entrepreneur.
- Few Success Stories:
 - Shashank Suryavanshi from BBA started his own venture in Nashik namely “The Concept, home décor and interior designers” in the year 2018.
 - Chaitanya Jadhav started his own business as “Sahyadri Agros” at Nashik in the year 2017 and also working as a District Planning Officer.
 - Mustafa Inamdar, Kripa Matthew and Yuvraj Jadhav students of the Science department have developed an App named Krypton. This App contains stepwise description of protocols of the practical for physics, chemistry, microbiology and biotechnology.
 - Mast. Kaushal Bag, student of BCA department, developed an App named-“Helping Hands”. This App is useful during emergency situations to track the location of the mobile, when mobile network is not available. This App is proved useful in Nashik Kumbh Mela and Chennai Floods like situations.
 -

◦ **Problems Encountered and Resources needed:**

- The expert lectures are organized as per the regular schedule of academics, hence sometimes the lectures are missed out.
- In some lectures, expert level and student level doesn't match.
- Experts may cancel the appointment due to some emergency.

File Description	Document
Link for Best practices in the Institutional web site	View Document
Link for any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

- Our Vision is **“Transforming students through Academic Excellence.”**
- Academic Excellence is the ability to perform, achieve and excel in scholastic activities. It has been identified with achieving high grades and superior performance.
- In keeping view of our motto, the college helps students for their overall development through academic excellence. We plan and introduce some innovative schemes in our academics for achieving excellence.
- Students are being transformed through a strong teaching-learning process in the college. College runs seven undergraduate courses two Post graduate courses. These courses are taught by experienced and skilled teachers. The college focuses emphasis on grooming professional students by providing the best education and enabling the students to face challenges in the modern global world.
 - Following are the major **distinctive areas**.
- **Training and Placement:**
 - The college has a well-established Training and Placement Cell which gives information about vacancies available in various organizations to students.
 - Systematic plan is chalked out to keep communication with industry heads. Employee feedback is taken and as per their suggestions the training is provided to students. The experts are invited to guide and train our students.
 - Right from the beginning of the program, students are continuously counseled with regard to career aspirations and options, which in turn is followed by the potential companies for participating in the placement program of the college.
 - The College helps students in exploring placement opportunities. College invites various companies for campus recruitment of students who are in the final year of the program. Alumni are also invited in recruitment activities of students.
 - All students are groomed in such a way that they find it easy to face the interview and the selection process.
 - The Institute believes in making students employable, also they motivate them to set up a startups, though the number of entrepreneurs is less.
 - In the College Development Committee industry representatives are invited for having fruitful discussions on recruitment of students.

- K. K. Wagh Education Society organizes a CEO Meet and SME Meet where our college actively participates.
- To achieve the goal, following T&P programmes are being conducted regularly.
 - Aptitude tests.
 - Communication Skills
 - Soft and Technical Skills
 - Value added Courses
 - Personality Development Programmes
 - Special Placement focused Training such as pre-placement talk,interview skills.
 - Exposure to Industrial visits.
 - Guest Lectures
- There are 43 Major Recruiters, few are listed here.
- TATA Consultancy Services
- L&T InfoTech
- Wipro
- Winjit Technology
- Zabuza Labs Pvt Ltd
- S. B. Infotech
- Dreamware Software Solutions
- Imagine Web Technologies
- ICICI Prudentials
- Web Vision Labs
- **E- Learning:**

1. Super Campus:

- We have taken an initiative to make ICT based classrooms for which college has introduced the concept of Super Campus. For this purpose, there is a Mobile App designed and developed by MKCL (Maharashtra Knowledge Corporation Limited).
- Super Campus is an innovative Mobile App that offers participative learning and active interaction of students and teachers through question-answers.
- Using Super Campus it is easy to understand the level of learning of the targeted audience. This tool enables teachers to make content interactive. Due to valuable content , better opportunities provided to students. If they enjoy learning, they are able to recall and apply the concepts.
- Super Campus is a face-to-face session, where every teacher comes to know about the attentiveness of the student in class.

Methodology:

- Teachers create Multiple Choice Questions (MCQs) in a given template of MS PowerPoint template.
- Teachers run this PPT in a classroom then Students Answer Questions in Super Campus App in the classroom itself, detailed information about answers given by students is generated in an excel sheet.

- Super Campus App generates group statistics which enhances healthy competition among students. It is used to identify each learner independently. Teachers are able to track the performance of the students and they discuss answers in the class if the majority of students have not done well.
- **Features of super campus are:**
 - Unlimited Learners
 - Multiple Choice Questions
 - Live Interactivity Using Mobile App
 - Classroom Summary
 - Smart TOC(Table Of Content) for any Subject

b) ERP -

- Enterprise Resource Planning is software that helps in managing the entire administrative and management process within an institution. Technical Developer handles the ERP software and gives training of modules to the staff.
- For staff, ERP has various modules such as Student Module, Employee Portal Module, Academic Monitoring Module, Time Table Module, Web toolkit Module.
- Staff can keep track of the task by generating relevant reports.
- Staff can monitor the classroom attendance of students by the Attendance section of ERP.
- For E-learning purposes, the Academic Monitoring module is used.
- In this section college staff can add e-materials such as assignments, notes, subject practical and useful links.
- Students can use these e-materials through their ERP login. The ERP login credential is provided to all faculty members and students.
- **Quality Matrix System**
 - Our college always strives for academic excellence as a part of it; Quality Matrix System (QMS) is implemented in college.
 - A meeting under the guidance of academic advisor with the quality control head is held monthly. Under this system a QMS chart is prepared. An academic coordinator is appointed under the coordinator and principal.
 - Fourteen Quality circles are identified such as TQC, PCA, TEL, FDP, LDP, R&D, PSW, SSD, T&P, MII, and AKS etc.
 - The quality centre coordinator has to look after the working of all three departments and conduct meeting with departmental quality coordinators.
 - The feedback about all 14 heads is reviewed by the Coordinators and Principal. Accordingly, various decisions are taken for further improvement.
 - Through this quality matrix system we try to achieve excellence in all fields of academic, research, soft skills etc. This helps all the students to improve employability skills and increase the percentage of placement.

File Description	Document
Link for any other relevant information	View Document
Link for appropriate web in the Institutional website	View Document

NAAC

5. CONCLUSION

Additional Information :

The college has adopted a progressive outlook under the guidance of visionary management and earned name and fame in academic excellence and innovative skills. The college has IQAC coordinator, Heads of department, academic coordinator, Chief Examination Officer and qualified, experienced, dedicated staff members who strive hard to achieve the vision and mission of the Institute. Their sincere efforts have helped to give good outcome to the students in the academics by excelling in all areas of curricular, co-curricular and extracurricular activities.

Through the conduction of a series of activities like mentoring system, student's welfare schemes, expert talks, departmental forums, social awareness activities through NSS and Yuva Manch, research innovation and motivation, sports facilities and many more, the college has created a vibrant environment for comprehensive development of students' in academics and every field. The institute has good infrastructure with well-developed and equipped laboratories, an enriched library. College organizes various programs to promote gender equity and women empowerment. Safety and security of students is also treated with prominence.

With the advent of new information and cutting-edge technologies, young talents are motivated to take new challenges to face expanding and enlarging technical and management segment. The college strives to inculcate moral and ethical values in the graduates to be able to become responsible citizens. The college is well recognized and appreciated by the local, district and state level community. The college intends to provide the future students, an academically rich learning environment with diversified courses combining virtual teaching and real learning.

Our College has taken an initiative to make ICT based classrooms for which the Super Campus application is used. Super Campus is an innovative Mobile App that offers participative learning, active interaction of students and teachers through question-answers. The facility of e-learning is provided through academic monitoring module of ERP (Enterprise Resource Planning). The teachers are appearing for various online courses like MOOC's, FDPs. Regular feedback is collected from the stakeholders to improve the academic and infrastructural standards of the Institute.

Concluding Remarks :

Under the Paramarsh scheme of UGC the institute received approval from UGC and assigned Hon. Prof. Dr. R. S. Mali as a mentor from SPPU, Pune.

Quality education with good infrastructure and academic excellence is the Motto of our Education society from its inception. With the help of visionary management the college is leading achieving its vision towards need-based, skill-integrated, quality and holistic education, transforming the students into globally competitive, employable and responsible citizens. The college strives hard to provide standard education to rural and weaker sections of society. The college offers degree courses in various faculties viz. Commerce, Science and Computer Science. Keeping in mind the modern trends like B.B.A, B.B.A(C.A.), B.Sc. (Biotechnology), M. Com. and M.Sc. (Computer Science) courses are started and run with full-fledged response. The college has earned name and fame for its academic excellence, punctuality, high standards of discipline and administration.

The college realizes the importance of skilled based education and organizes various programmes to improve the employability skills among students. Students are motivated to do research. With the help of active Training and Placement cell, employment is given to the students in renowned companies like WIPRO, TCS, INFOSYS and so many .Through ICT enabled teaching and learning aids, students are provided the quality and advanced education.

In addition to the academics, students are motivated to participate in sports and cultural activities. Many of our students have excelled in sport events at National and International level. The college gives prominence to social issues by providing platform through NSS, BSW, Yuva Manch and other programmes.

This is a great honor for us to mention that over the years the college has received recognition and appreciation from various institutes.The succesful and established alumni in eminent sectors proves our dedication and contribution which stimulate us to shape future generation with great toil.

