YEARLY STATUS REPORT - 2021-2022

Part A
Data of the Institution

1.Name of the Institution	Shikshan Prasarak Mandal's Sahebrao Shankarrao Dhamdhere Arts and Commerce College, Talegaon Dhamdhere, Tal.- Shirur, Dist.- Pune.
• Name of the Head of the institution	Dr. Ashok Bhanudas Navale
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02137272462
• Mobile No:	9960080750
• Registered e-mail	ssdcollege2009@rediffmail.com
• Alternate e-mail	ssdciqac1621@gmail.com
• Address	Talegaon Dhamdhere, Tal.- Shirur, Dist.- Maharashtra.
• City/Town	Pune.
• State/UT	Maharashtra
• Pin Code	412208
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Co-education

• Location	**Rural**
• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**Savitribai Phule Pune University, Pune.**
• Name of the IQAC Coordinator	**Dr. Parag Prakash Chaudhari**
• Phone No.	**02137272462**
• Alternate phone No.	**9850544360**
• Mobile	**8421544360**
• IQAC e-mail address	**ssdciqac1621@gmail.com**
• Alternate e-mail address	**ssdcollege2009@rediffmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://ssdhamdherecollege.edu.in/aqar/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://ssdhamdherecollege.edu.in/wp-content/uploads/2022/01/Academic-Calendar-2021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.18**	**2016**	**04/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**20/12/2014**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
0	**0**	**0**	**0**	**0**

8.Whether composition of IQAC as per latest	**Yes**

NAAC guidelines		
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	3	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Approval of B.Sc. faculty, P.G. Courses - M.A. History, M.Com. Business Administration., additional division for B.com.

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

Plan of Action	Achievements/Outcomes
Structured Feedback on Syllabus & Overall College	We collected structured feedback on syllabus and overall college analysis of the data has been done.

13.Whether the AQAR was placed before statutory body?	Yes
• Name of the statutory body	

Name	Date of meeting(s)
College Development Committee	15/11/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	11/02/2022

15.Multidisciplinary / interdisciplinary

The dept. of Political Science has the credit course on Gender issues. The credit course on Election and Democracy assigned to the B.A. faculty is a interdisciplinary course. The Environmental awarenss course is assigned to all second year students of all faculties. All first year students have been assigned with credit course on Physical Fitness (Yoga and meditation)

16.Academic bank of credits (ABC):

The parent University, Savitribai Phule University, Pune, has introduced choice based credit system from the year 2019-20. The college follows the guidelines given by the University. The college incorporates credit courses as per the framework given by the University. The college plans to create credit bank in order to meet the requirements of the University.

17.Skill development:

Teaching of Modi and Brahmi Script The dept. of History of the college conducts training of Modi script from last five years. Modi script was being used in medieval Maharashtra. The knowledge of Modi script is essential in order to understand and undertake any research on medieval Maharashtra.Dr. P.D. Gore, the head of the Dept of History has expertise in Modi script. He is being invited as a resource person on Modi script in seminars and conferences. The dept of History conducts Modi training programs for undergraduate students of the college so that they can persue further research by using Modi script. In the academic year 2020-21, the dept of History alongwith the dept. of History of S.P. Jain College Pabal conducted training program in both Modi and Brahmi script. Twenty three students of the college successfully conducted this training.

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

The Modi and Brahmi scripts are medieval age scripts important of research in History. The college faculty Dr. P.D. Gore has an expertise in Modi. The college has designed certificate course in Modi. Similarly, the ancient Brahmi script is also important for research in History. The college collaborates with S.P. Jain college

to conduct online Teaching of Modi and Brahmi Script The dept. of History of the college conducts training of Modi script from last five years. Modi script was being used in medieval Maharashtra. The knowledge of Modi script is essential in order to understand and undertake any research on medieval Maharashtra. Dr.P.D. Gore, the head of the Dept. of History has expertise in Modi script. He is being invited as a resource person on Modi script in seminars and conferences. The dept. of History conducts Modi training programs for undergraduate students of the college so that they can peruse further research by using Modi script. In the academic year 2020-21, the dept. of History along with the dept. of History of S.P. Jain College Pabal conducted training program in both Modi and Brahmi script. Twenty three students of the college successfully conducted this training. Our HEI has started the Credit Course called Modern Indian Languages (MIL) with the focus on teaching Indian Languages. These include Marathi, and Hindi languages. This course has been made mandatory by the parent university from the academic year 2020-21. It is credit based and carries 2 credits per semester. Students can opt for one of these languages. In this course, the focus is on Indian Culture and Indian Sensibilities

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

The College follows the Choice Based Credit System Patterns for all Undergraduate and Postgraduate Programs as per the guidelines of the parent university. The CBCS pattern is outcome based pattern. The teachers become familiar with the Course outcomes as specified by the parent university and undertake teaching learning process accordingly. Continuous assessment is done to check whether desired outcomes are achieved.

20.Distance education/online education:

We conduct outreach programme like Bahishal Shikshan where various issue based programme are conducted

Extended Profile

1.Programme

1.1   **151**

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

File Description	Documents
Data Template	[View File]

2.Student

2.1   **777**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **421**

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

File Description	Documents
Data Template	View File

2.3   **145**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **21**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **21**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	**151**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<u>View File</u>

2.Student

2.1	**777**
Number of students during the year	

File Description	Documents
Data Template	<u>View File</u>

2.2	**421**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<u>View File</u>

2.3	**145**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<u>View File</u>

3.Academic

3.1	**21**
Number of full time teachers during the year	

File Description	Documents
Data Template	<u>View File</u>

3.2 Number of Sanctioned posts during the year	**21**

File Description	Documents
Data Template	[View File]

4.Institution

4.1 Total number of Classrooms and Seminar halls	**20**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**28.9**
4.3 Total number of computers on campus for academic purposes	**41**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

1. At the beginning of the academic year the I.Q.A.C. collects tentative programme schedule from the department and committee heads and prepare academic calendar. .
2. Three of our faculty members are working as Member of the Board of Study in their respective subjects.
3. Internal evaluation is done as per the University guidelines.
4. The Principal and Head of the Departments conduct regular meetings to review the difficulties in teaching-learning.
5. The recruitment is done with regard to newly introduced courses at the beginning of the year.
6. The subject teachers submit their semester wise teaching plans to the head of departments. The subject teachers also revise the syllabus contents before the exams.
7. Internal Exams, tutorials, projects, seminars are conducted regularly.
8. The BBA (CA) students are given enough practical exposure to

comprehend each content of the syllabus..

9. The subject teachers submit their Syllabus Completion reports before end of each semester.

10. The teaching notes are maintained in the diaries regularly and are monitored by the Head of the dept.and the Principal.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

- The activities those are linked to the University are scheduled as per the University time-table.
- The important notices regarding CIE are displayed both on the Exam notice board and the institutional website.
- The class wise Whatsapp groups monitored by the class teachers serve the purpose to convey important University and college circulars regarding Exams.
- The Examiners are instructed time to time to make internal marks entries within due dates given by the University to avoid any delay in this regard.
- The practical Exams are scheduled after consultation with Faculty coordinators designated by the University. The Internal Exams are conducted as per the time table updated by the Exam committee.
- The subject teachers ensure that the students who miss out the internal exams and practical due to any valid reason are given an opportunity to reappear for the same as per the planning of the College Exam committee.
- The planned academic activities execution is ensured through monitoring by the Faculty-In-Charge and the Principal.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum	A. All of the above

development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

3

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

1

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

75

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

75

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

1.3 - Curriculum Enrichment

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

Issues relevant to Environment and Sustainability –

- **Our parent university has made Environmental Science as a compulsory credit course for all U.G. Second Year students.**
- **Our college has installed 12 KW Roof Top Solar Hybrid Power Generation renewable energy plant on the top of the building,**
- **The college has conducted green and energy audit of the campus in the academic year 2020-21.**
- **The institute tries to reduce the use of plastic in the campus. The institute also tries to increase green space in the campus. The institute has adopted Amdabad village for N.S.S. work. The major work i.e. of planting of 500 tamarind trees.**

Issues relevant to Gender

- Political Science subject at SYBA (revised syllabus) and TYBA (old syllabus) have a unit on 'Feminism' that emphasized on Gender and Gender equality.
- Anti-sexual harassment committee addresses the complaints regarding gender discrimination or exploitation (if any)

Professional ethics and code of conduct:-

- The document regarding code of conduct and professional ethics is made available to the concerned stakeholders.

Human Values:-

- The NSS volunteers participated in CORONA free village campaign launched by the parent university.The institute tries to inculcate human values among students through organization of Lecture series, soft skill development programs etc.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	[View File](#)

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

7

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

322

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	**No File Uploaded**

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://ssdhamdherecollege.edu.in/wp-content/uploads/2022/12/SSS-Feedback-reports-&-ATR-21-22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1092

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

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

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

421

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

2.2 - Catering to Student Diversity

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

- **The institute organizes bridge course in the beginning of the academic year. The bridge course tries to bridge the gap between the HSCcurriculum and the under graduation curriculum**
- **The institute has kept the POs, the PSOs and COs on the website for making it easily accessible to students.**
- **The meetings are called by the subject teachers. The issues of slow learners are addressed to in these meetings.The topics and concepts are explained on the demand of the learners.**
- **The slow/advance learners are informed about the basic/advanced reference books to revisit the basic concepts of the subject.**
- **The e-learning resources are also shared with the slow and advanced learners.**
- **The college teachers have uploaded various e-content materials on institutional website.**
- **The subject teachers help slow and advanced learners of BBA to undertake projects that can increase their learning capacity.**
- **The personal career counseling is provided to the slow and advanced learners. The subject teachers try to adopt student centric methods of teaching such as poster-presentation, student seminar, tutorial.**
- **The teachers use ICT to make slow learners' comfortable while grasping the contents of syllabus. The Google classroom, Google forms is used to make respective subjectsinteresting for slow and advanced learners.**

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File]

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

Number of Students	Number of Teachers
777	19

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Participative Learning

Experiential Learning

1. The NSS. dept.motivated students to distribute masks and sanitizer to the needy and poor people in and around the vicinity. 32volunteers participated in the activity.

2. The student rally was organized under Fit India Movement by the dept. of Sports and Physical Education. 59students participated in the activity.

3. The project work was assigned to the students by the dept. of Commerce, B.B.A.(C.A.) and History. 127students of Commerce, 18students from B.B.A.(C.A.) and 17students from the dept. of History completed the projects successfully.

4. The dept.of History organized workshops on Modi script and Brahmi Script in which 23 students participated.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The teachers of our college do make use of ICT enabled tools for effective teaching-learning process. The teachers of the college used Google Docs. to create Online Quiz. Dr. S. V. Patil of Economics Dept. conducted such online quiz. Sixty-nine students responded to the Quiz. Dr. M.A. Jamdade created four E-content (Powerpoint Presentation) based on the syllabus which was uploaded on the University Website Dr. R.S. Bhagat created forty-one PPTs those were uploaded on the University website. Dr. P.P. Chaudhari (Dept. of English) and Dr. S.V. Patil (Dept. of Economics) started the use of Google Classroom so as to make teaching-learning more ICT enabled. Dr. R.S. Bhagat (Geography), Dr. M.A. Jamdade (HIndi), Dr. D.C.Wabale (Politics), Dr. A.V. Kale (Sports) and Mr. S,S.Gajabe have created their YouTube channels and have uploaded syllabus related material on their channel.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://ssdhamdherecollege.edu.in/e-content/#1631617454111-47c76eaf-e6c9

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

2.3.3.1 - Number of mentors

19

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

19

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

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

12

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

230

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The College has appointed Chief Exam officer and formed Exam committee as per the parent University guidelines. The college carries continuous internal evaluation by adhering with the Parent University Exam schedule, unit tests and term or semester end examinations. Students are provided with journals/tutorials in which they are given some assignments related to their syllabuses. The assignments are usually short answer and long answer questions based on the prescribed units of syllabus.

The assessment of Internal Tests and answersheets is done by organizing Central Assessment Program. The marks obtained by the students are conveyed by the subject teachers. The answer sheets are shared with students if the students raise querries about assessment. The College also provides the photocopy of the answersheet on receiving application from student. The students can also apply for revaluation amd rechecking of answersheets. In such case, the answersheet is sent to external examiner for reassessment. . For University exams, the University schedule is displayed on the noticeboard so that the students get the photocopies of their answersheets and clear their doubts. The Exam committee makes necessary follow-up to the University in case there is any marksheet correction complaint. P

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The Choice based Credit System was introduced for Third Year B.A. and B.com in the academic year 2021-22. The CBCS has 30 marks for Internal assessment and 70 marks for University Exams. The College decided to conduct 20 marks internal Multiple Choice Type Question Exam and 10 marks were kept for student assessment based on assignment/Project. The University as well as the College created grievance redressal system to address student complaints regarding Exam. The Chief Exam Officer (C.E.O) and Assistant to C.E.O. communicated all important instructions regarding Exams. by forming students Whatsapp groups.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college has stated graduate attributes and learningobjectives. To attain these attributes Programme outcomes (POs), Programme specific outcomes (PSOs) for all academic programmes are stated by the Institute as per guidelines of NAAC. The POs are aligned to the learning objectives.

Following attributes are included in the POs.

Knowledge outcomes Skill outcomes Values outcomes POs and PSOs are designed to ensure complete and comprehensive learning about the program and courses as these are critical for the successful career of the student.

The COs were designed with the following criteria : The course outcomes identify the minimum achievement required for success in the course. For each programme, PO/PSO and CO are designed through the following process steps: 1)Head of department (HOD) consulted faculty and prepared the draft version of the PSO and POs with the help of teachers, which are in line with Graduate Attributes and Vision, Mission of the Institute and department. 2) The process was monitoredby the QAC

Mechanism of communication: POs, PSOs, COs have been kept on the institutional websitefor all stakeholders.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://ssdhamdherecollege.edu.in/po-co-pso/
Upload COs for all courses (exemplars from Glossary)	View File

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

The Institute is affiliated to Savitribai Phule Pune University (SPPU), Pune. We offer Undergraduate programs and courses under the Faculty of Arts and Commerce . For these programs and courses, the institute followed the curriculum designed by SPPU. The Programme outcomes, and course outcomes are evaluated by the institution by direct methods and considered Formative evaluation and summative evaluation. Calculation of Course outcome attainment: Course outcomes are attained through direct methods.

Direct Attainment: We haveconsidered the following criteria in the direct attainment;

Internal tests will be conducted based on COs. 1. Class performance activities consisting of CIE/Formative assessment Like assignments / tutorials/ experiments/quiz/any other activity related to COs is conducted.

Indirect Method Calculation This method is purely survey (Feedback) oriented, So the calculations are based on data and surveys through ONLINE feedback forms collected from the following;

Current Passing out students

Stakeholders Alumni Survey.

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

2.6.3 - Pass percentage of Students during the year

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

145

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://ssdhamdherecollege.edu.in/wp-content/uploads/2022/12/SSS-Feedback-reports-&-ATR-21-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	[View File](#)
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

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

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

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

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

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

4

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

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

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

6

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

3.3 - Extension Activities

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

1. Tree Plantation - Students planted trees in there home surroundings.

2. Health Camps - Corona Vaccination Camp was organised in college Campus.

3. Green and Clean Energy - Our students collected 120 kg of Plastic waste from surroundings villages and it was send for recycling.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	**No File Uploaded**

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

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

2

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

105

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has campus area of 8.4 acres. The College has one building in which administrative office, library, computer labs and classrooms are located on Ground floor and thedepartments and Classrooms are located on the first floor. The infrastructural set up of the college is adequate to conduct courses under Arts and Commerce Faculties. Practicals for B.B.A. (C.A.) are conducted in batches as per the guidelines.

- **Classroom Infrastructure: The total number of classrooms in the college is 20. T Two classrooms have LCD and one of them is connected with smartboard. All the classrooms have CCTV cameras and other necessary infrastructure. Regular maintenance and cleaning of the classrooms as well as the passage area is done so as to maintain the cleanliness and hygiene in the campus with the help of peons.**
- **I.C.T. Infrastructure: The college has one computer lab with 15 computers for B.B.A. C.A program and one Computer assisted Digital Language lab having 1 teacher and 10 student consoles. LAN internet facility has been provided in library, office, departments, labs etc. The college has installed Roof top solar of 12 KV on the terrace and it generates maximum electricity required for the college.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

- **The college has separate gymnasium hall. It has six station gym. All important sport equipment are available in the gymnasium including archery, fencing, football, volleyball, cricket, chess etc.The 200-meter athletic track with other playgrounds like kabbadi, kho-kho have been developed by the college. The outdoor sport competitions are organized on the college playground.**
- **The college facilitates private large capacity halls adjacant to the college for indoor games. This hall is made available to the college at free of cost. The Yoga and meditation sessions are conducted on the college terrace. The college facilitates students to participate in cultural activities by organizing various cultural events. The open spaces like terraces are made available to students for reharsal of cultural activities. The college facilitates the private large capacity hall adjacant to the college for annual cultural events. The cultural event hall is made available to the college at free of charge.**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

66,600.00

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- Integrated Library Management Software (ILMS) library of Sahebrao Shankarrao Dhamdhere Arts and Commerce College, Talegaon Dhamdhere, Pune had purchased a commercial library management software Eth Digital campus in the year 2010 and from 2016 library functioning is automated. This ILMS is used to manage all library collection like books, CDs/DVDs, maps, bound volumes etc. Bar code technology is used in the library for issue and return of books. All functions like issue-return, renewal, reports generations, stock verifications, OPAC, Computerized attendance etc. are partially automated.
- From the academic year 2016, the software was up graded and college subscribed the same Eth digital campus which provides Web-OPAC. With this new feature, readers can easily access the library Web-OPAC fromanywhere and search the library collection online. They can check which books are issued on their names, due date, renew the due date and check other electronic resources library has provided.
- The Web OPAC link is available on http://ssd.ethdigitalcampus.com/DCWeb//form/jsp_CollegeDigitalLibr ary/LibrarySearchEngineNew.jsp??mailflag=true&header=true&dbConnVa r=SSD
- Apart from Eth Digital campus library is using DSpace content management/ digital library software. Using this software library has creating an institutional Repository (IR). In the (IR) faculty publications, Syllabus, Questions papers and many more information is made available.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://ssd.ethdigitalcampus.com/DCWeb/form/jsp_CollegeDigitalLibrary/LibrarySearchEngineNew.jsp??mailflag=true&header=true&dbConnVar=SSD

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	C. Any 2 of the above

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

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

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

1,08,945.00

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

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

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

35

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

I.C.T. Infrastructure: The college has total 42 computer desktops and related accessories for teaching as well as for practical purposes.The college has one computer lab with 13computers for B.B.A. C.A program and one Computer assisted Digital Language lab having 1 teacher and 10 student consoles. LAN internet facility

has been provided in library, office, departments, labs etc. The college also has three LCD projectors and one smartboard. The college has up graded the internet plan to 30MBPS to meet the requirements. The college office and library has Wi-fi facility.

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

4.3.2 - Number of Computers

41

File Description	Documents
Upload any additional information	View File
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution	B. 30 - 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

5,29,107.00

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

Physical facility and Academic facility Classrooms

- **Policies for Maintenance**
- **Regular cleaning and maintenance is carried out so as to provide an effective learning environment to the students. Regular cleaning is done by the support staff on regular basis. Regular monitoring and repair of electrical and fixtures is done call basis. The Sweeper is paid monthly allownace for cleaning the toilets and bathrooms.**
- **Five year maintenance contract has been signed with G1 Energy Pvt. Ltd for the maintenance of rooftop solar project.**
- **ICT maintenance: It is being done on call basis as per the requirement. AARADHANA Compcare is designated computer & other ICT service provider who visits the college as per the requirement. Three year maintenance contracthas been signed with ethdigital campus service provider. The AMC is also being signed with the Whitecode Pvt. ltd for maintenance of the website. All other works like plumbing, electricity repair, garden work is done call basis as per the requirement.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

240

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

13

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to institutional website	https://ssdhamdherecollege.edu.in/wp-content/uploads/2023/01/5.1.2_Capacity_Building_courses.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

2

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

13

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	*View File*
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	*View File*

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

Representation is provided for students on statutory bodies and committees such as N.S.S., IQAC, CDC, SDC. The students on the committees attend the meetings of the committees and voice their opinions and also do take part in the decision making process. Their opinions are taken into consideration in the decisions. The representation of the students on the committees helps to maintain quality teaching- learning environment in the campus. It also enhances student's participation in the co-curricular, extracurricular and sports activities. The student representatives also take initiatives into the alumni meetings and various other

events that take place in the college campus.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

6

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

5.4 - Alumni Engagement

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

The alumni association of Shikshan Prasarak Mandal's Sahebrao Shankarrrao Dhamdhere Arts and Commcerce college, Talegaon Dhamdhere, Tal- Shirur, Dist – Pune is registered (registration no.- 34598, 15/02/2019). It's aim is to enhance employability and skills amongst the alumni with the collaboration of college through the meetings organized. The meetings organized with the alumni help to keep track of the alumni's development and strengthens the bond with the institution. In the alumni meeting fruitful dialogue between the staff and former students take place. This is how, we ensure whether we are successful in achieving learning outcomes. We welcome suggestions for further progress and improvement. The alumni registration form is available on the college website which helps the alumni to

register themselves in the alumni association of the college.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	**No File Uploaded**

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

Motto: "Tamaso Maa Jyotir-gamaya" "

Vision: Making students academically excellent, Worldly wise and globally noble.

Mission : To impart Excellent Higher education to students to widen their horizons of knowledge.

Goals

1. To make our students dynamic, responsible citizens with a futuristic vision.
2. To conduct special activities for the empowerment of the girl students.
3. To inculcate in students higher moral, ethical, cultural, social and national values for making them noble human beings with compassion.
4. To strive for making all round development of students through curricular, cocurricular and extra-curricular activities.
5. To provide practical and skill-based knowledge to students and increase their employment opportunities.
6. To develop research attitude and environmental awareness among students and teachers for social welfare

The College Development Committee (CDC) is formed as per the Maharashtra University Act 2016.

Committees are formed to take care of functioning of the college. Anti-sexual harassment Cell ensures that no girl student or employee face harassment of any kind.

The SDCruns 'Earn and Learn Scheme' economically weaker sections.

Class Mentors: Every class has mentor who is available to listen to issues of students related to academic etc.

Skill development courses are conducted to make students employable. Initiatives are taken for eco-friendly campus

File Description	Documents
Paste link for additional information	https://ssdhamdherecollege.edu.in/about-us/
Upload any additional information	View File

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

The Shikshan Prasarak Mandal Management trusts on decentralization and participative functioning of the College which may reflect in the following.

1. At the beginning of every academic year the Heads of different departments of the college prepare prospective workload for the academic year on the basis of current student strength. The Head of the institution then seeks approval for the same from the management authorities. Recruitment procedure of additional staff is planned accordingly. By following the rules laid down by the Government, University applications are scrutinized by respective head of the Department. At the time of interview on the basis of performance selection of suitable candidate is done by the interview panel comprises with external subject experts, management representative, Head of the respective department.
2. Admission committees are formed every year in order to smoothly conduct admission procedure of different courses and classes of different faculties. Senior faculty members

along with office administrative staff members are included in the committee. Periodic meetings are arranged for proper coordination and sharing information. Committee members go through the rules of admissions and help students to select the proper subjects and course. They give the information to the students about career options. They verify the admission form and provide guidance to the students.

File Description	Documents
Paste link for additional information	https://ssdhamdherecollege.edu.in/institutional-organogram/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- **Admission: The College offers ONLINE admission system on eth digital campus software of the college.**
- **Human Resources: The recruitment of all staff is done as per the norms of the govt. &University, Pune**
- **Library & ICT:The Librarian organizes training programs for the student users regarding how to use online resources of the library. Web OPAC system is provided to all users.Users training in the use of library services as OPAC Separate lab for BBA students.**
- **Research: The faculties are given maximum facilities in order to motivate them to undertake research.**
- **Examination: The Exam dept. had to work as per the instructions of the University.**
- **Curriculum:3 faculty members are working as a Member of BoS, of S.P.P.U.Pune. Our faculty designs syllabus of Certificate Courses , e.g. Course in Journalism.**

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- The college is governed by Shikshan Prasarak Mandal trust and is permanently affiliated to Savitribai Phule Pune University, Pune.
- Administrative Setup: The organizational structure consists of the Parent body- the Shikshan Prasarak Mandal, Talegaon Dhamdhere, at the top.
- College Development Committee (CDC) Constituted as per Maharashtra University Act, 2016, the CDC is an apex body and acts as a link between the Management and the College..
- Academic and Administration The Principal is assisted by two faculty In-charges followed by the Heads of the departments and faculty members. For official matters, the Head Clerk is assisted by the Senior and Junior clerks, and support staff.
- Service Rules and Recruitment: The college follows the rules and regulations laid down by S. P. Pune University, UGC, New Delhi and Government of Maharashtra.
- Promotionpolicies: Promotion of teachers is based on the Career Advancement Scheme (CAS) of the UGC and Government of Maharashtra. The promotion of nonteaching staff is carried out as per the Government of Maharashtra norms.
- Grievance Redressal Mechanism: The college has a Grievance Redressal Committee, Women's Redressal cell, Anti-Sexual Harassment Committee, Anti-ragging Committee, and Discipline Committee for proper redressal of the grievances of students and the faculty.

File Description	Documents
Paste link for additional information	https://ssdhamdherecollege.edu.in/iqac-meeting/
Link to Organogram of the Institution webpage	https://ssdhamdherecollege.edu.in/institutional-organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare Schemes for Teaching and non-Teaching Staff: Encouragement & Motivation:

- **The College encourages & motivates Teaching & non-teaching Staff to participate in Orientation / Refresher / Short Term Courses. Non-teaching staff is encouraged to participate in Professional Development Courses.**
- **Research : The College always encourages & motivates Teaching Staff to undertake Research Projects in reputed institutes and provides them Duty Leaves.**
- **General Welfare Schemes for teaching and Non-Teaching Staff: Provident Funds: Employees Provident Fund (EPF) is a Retirement benefit Scheme provided by the Institution for the benefit of all its employees.**

- **Accidental Insurance: The Institute facilitates accidental Insurance to Principal and the faculty members by making necessary correspondence with the Bank.**
- **Pat Pedhi (Credit Cooperative Society): Financial assistance is provided to the members of Talegaon Dhamdhere Shikshak Shikshaketar credit Cooperative Society. Membership of the Credit Cooperative Society is offered to permanent Teaching and administrative staff.**
- **Medical Reimbursement: The institute facilitates proposals of medical expenses to the Joint Director of Higher Education, Pune for reimbursement. The permanent teaching and non-teaching faculties are eligible to claim medical reimbursement.**
- **Felicitation:The S P Mandal felicitatesStaff every year for their outstanding contribution in teaching, research, extension activities, administrative work and other achievements.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File]()

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

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

4

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Performance Appraisal System: for Teaching Staff:

The Institution follows the Performance Appraisal System laid down by the UGC and implemented by University of Pune in the Form of Performance based appraisal system the Minimum norms of Selection Committee. Performance Appraisal System is implemented for both teaching and non-teaching staff. The Appraisal System for performance review is conducted by the I.Q.A.C. and the Principal of the institute. The Committee verifies and review documents and academic achievements of the concerned faculty. The Principal notes his remarks on the document and forwards them to the Management. The Management adds their final remarks on it. Nonteaching staff appointment and promotion

Non-teaching staff appointments: On the basis of workload received from the Joint Director of Higher Education a roster is verified from the SPPU and Joint Director, Higher Education, Pune region, Pune. NOC is obtained from the Joint Director for advertisement of various posts. Non-teaching staff promotion: The faculutyis given promotion as per the rules of the University and Govt. Management makes recommendation for promotion given to the concerned staff and promotion letters are issued. Proposal for pay fixation is sent to the Joint Director, Pune region along with necessary documents.

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

6.4 - Financial Management and Resource Mobilization

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

Internal-external audits are conducted regularly. Internal auditor is appointed by parent society. The Internal auditor checks: a). All receipts and payment vouchers b). Utilization of funds received from various agencies. Each payment voucher is signed by accounts office and the Principal. The Internal auditor checks whether all funds received from various funding agencies are utilized as per guidelines and utilization certificate is sent to respective agency. Report of internal audit is sent to parent society. External audit is done annually after completion of financial year. External auditor is also appointed by parent society. External auditor checks 1. Purchase register and dead

stock register 2. Library records and accession register. 3. Receipts and Payments External auditor checks whether proper procedure is followed for utilization of grants as well as whether expenditure is allowed under particular head and its limit.

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

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

The College raises its funds through various resources such as fees from students,

Salary grant received from government foe aided staff. In addition of above mentioned sources, college gets funds and research grants from funding agencies Savitribai Phule Pune University (SPPU).

The College also receives funds from SPPU for quality improvement programs, Earn and Learn Scheme, National Service Scheme etc Purchasing Committee takes decision of purchase of capital equipments. Well defined procedure is followed for purchases. The Committee reviews quotations given by vendors thoroughly and final decision is taken on the basis of comparative analysis.

The College has Infrastructure committee which authorizes

infrastructure development or creation of permanent structure at campus. Every year budget is prepared taking into consideration requirements of each department, office and various committees. Utilization of budgeted amount is closely monitored.

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

6.5 - Internal Quality Assurance System

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

The IQAC, prepares a detailed academic plan for each academic year. Academic Calendar is prepared and uploaded on the institutional website.

The IQAC ensures that annual NIRF, AISHE data is submitted.

IQAC undertook the process of Environment, Green and Energy audit of the institute.

Annual report is prepared by the IQAC. E-governance IQAC has focused on the implementation of egovernance in the areas like Planning, Administration, Finance and Accounts, Admission Process, Examination and Evaluation. he I.Q.A.C. has its dedicated email on which all the departments send the necessary information and reports.Besides that online messages and short messaging services are also used to inform and notify students about different academic and official activities. The I.Q.A.C. has motivated faculty members to use Google to offer easy access of the study material to the students. The I.Q.A.C. has also taken efforts to create E-Content.

Human Resource Development - IQAC initiates IQAC tries to involve extra support by roping in professional bodies for MoUs and FDPs. Training programmes on online teaching-learning process were conducted

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

The college has a functional IQAC setup as per norms that include Teacher Representatives, Members from Management, and a representative of Administrative Staff, one nominee each fromLocal Society, Students, Alumni, Employers, Industry and Parent. IQAC has constituted a feedback committee which seeks feedback regularly from all stakeholders. Based on the feedback an action is taken in the form of a communication to the concerned teachers and the teachers are suggested to conduct bridge courses, add-on courses and to use ICT based teaching methods to improve the teaching learning process. IQAC organizes induction program for teachers and Trainer's Training on teaching pedagogies for newly inducted teachers. IQAC also discusses learning outcomes and its attainment. Every teacher is expected to submit a work done report periodically on teaching learning process and co-curricular and extracurricular activity. Every year teacher is expected to fill annual Performance Based Appraisal Form which IQAC scrutinizes for API verification

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://whitecode.biz/staging/ssdhamdherec ollege/wp-content/uploads/2019/11/ANNUALRE PORT_2021-2022_CAAP011320%20(1).PDF
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has various committees such as Women Development Cell, Anti-Ragging Committee, and Grievance Redressal Cell, Internal Complaint Committee and College Discipline Committee. The college is striving to empower and make them self-reliant. College organizes workshops, programs activities to make the sense of it and boost their confidence to use sophisticated gadgets with traditional inborn talent. The college is well equipped with safety and security facilities. The college is very safe, secure, and student friendly.

1. **The college campus is under CCTV surveillance.**
2. **Suggestion box is installed to drop suggestions or complaints from students regarding safety and security.**
3. **The complaints are immediately resolved by the Grievance Redressal Cell.**
4. **Women development Cell is actively functioning in the college and it offers required counselling to the female students.**
5. **The institute has established linkage with Police to obtain the support for vigilance, a special vigilance Police squad visits the college.**
6. **The College Peon is appointed by the institute for Ladies Parking to supervise the campus during college time.**
7. **Hygiene Safety through Provision of Sanitary Napkin Vending Machine and discard facility / decomposing system in ladies' common room, ladies staff room.**

File Description	Documents
Annual gender sensitization action plan	https://ssdhamdherecollege.edu.in/wp-content/uploads/2023/02/7.1.1-Annual-Gender-Sensitization-Action-Plan-2021-22.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://ssdhamdherecollege.edu.in/wp-content/uploads/2019/11/7.1.1-Specific-facilities-provided-for.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The College has segregated waste into solid waste,E-waste.

- **For the collection of regular with solid waste dry and wet separate dustbins are placed at different locations on campus and proper disposal and recycling system is in place.**
- **The College has linkage with AARADHANA Compcare, Shikrapur for disposal of e-waste. The out of use electronic equipment (if any) is given to the AARADHANA Compcare either for reuse or safety disposal.**
- **The collected paper waste (if any) is given to proper agency for recycling.**
- **Solid Waste Management – The institution is always aware of waste management. We collect the solid waste. The College collects treeleaves with the help of NSS volunteers as a voluntary work. The College has an environment friendly structure. The solid waste is disposed of once a week. The**

dustbins are put at different places in the campus to collect the solid waste

- **The College has signed a MOU with -AARADHANA COMPCARE, SHIKRAPUR through which all the e-waste in the college campus has been taken care of. Other scrap material like metal, wood, glass, etc is given to scrap dealers for recycling.**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File]()
Geo tagged photographs of the facilities	https://ssdhamdherecollege.edu.in/wp-content/uploads/2019/11/Types-of-degradable-and-non-degradable-waste.pdf
Any other relevant information	[View File]()

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File]()
Any other relevant information	[View File]()

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**A. Any 4 or all of the above**

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

- **In order to address this language diversity, we have a Language Lab with software to familiarize students with spoken as well as academic English.**
- **Teacher Mentors are assigned to the Out of states students so that help can be provided and special attention can be given.**
- **Commemorative days like Women's Day, Yoga Day, along with many festivals are celebrated in the college**
- **Our college has Grievance Redressal Cell which attempts to address genuine problems and complaints of students.**
- **Our college belongs to the rural background. The college is playing an effective catalyst in the town the peace and national integration.**
- **In the surrounding region of the college, peoples are having either Marathi or Hindi background and hence students are performing cultural event in Marathi as well as Hindi languages.**
- **The students belonging to Economically Weaker Section are given Govt. scholarship.**
- **The College has SC/ST cell to address the issues related to Caste based discrimination in the college. The same Cell addresses such issues among the faculty.**
- **The students are given exposure to tolerance and harmony about cultural, regional, linguistic, communal socioeconomic and other diversities by organizing Sahebrao Anna Dhamdhere Memorial lecture series.**

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

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

- **The college organizes an Induction Program for the Staff and Students at the beginning of the Academic Year. The Induction Program caters to introducing the staff and students to their rights and responsibilities. Ethical practices and responsible behaviours expected from the staff and students are conveyed in the induction.**
- **The Under-Graduate Syllabi included Democracy, Election and Governance and Environmental Science as credit courses to familiarize the students with these concepts.**
- **Constitution Day, National Voters Day, Fundamental Duties Day are some days of significance that are commemorated every year by the college.**
- **In keeping with the Constitutional Responsibility of preserving and caring for the Environment, college organizes activities with themes surrounding Environmental concerns organize environmental related activities for the students.**
- **All mandatory committees like Internal Complaints Cell, Anti Ragging cell, Anti Sexual Harassment Cell are active and functioning. There is also a committee appointed to plan and execute activities to familiarize and implement code of conduct and ethical behaviour**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website	**E. None of the above**

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

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

Birth and Death Anniversaries of prominent figures are commemorated with earnestness and enthusiasm.

National days like Independence Day and Republic Day are marked by mandatory hoisting of the flag.

Shiv-ayanti is celebrated on 19th Feb.

Handwritten Competition organization on the occasion ofHarivanshroy Bachhan.

Sports Day

Shivrajyabhishek Din

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

7.2 - Best Practices

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

```
Best Practice- 1

1.Title of the Practice – ENVIRONMENT CONSERVATION THROUGH
CREATINGAWARENESS ABOUT POLLUTION CONTROL

2. Objectives of the Practice: -

    o  To create awareness about environment conservation among
       students.
    o  To conduct activities and programs that would promote
       environment conservation and pollution curb.

3.The Context: -

The College is located in an area where industrialization is
taking place at a rapid pace. The industrial pollution emission,
increasing air pollution through transportation is causing damage
to environment.

4.The Practice: -

  1. Quality Audits: Our college conducts green, environment,
     energy audit annually.
  2. Plantation: College has grown new plants and trees.
  3. Conservation of energy: The energy generated through solar
     panel is wheeled to power grid. Tube lights and bulbs have
     been replaced with LED lamps.

5. Evidence of Success:The College campus has gradually become
less plastic and beautiful campus.
```

6.Problems Encountered and Resources required: - To create awareness about environment conservation, the Dept of Geography fill the questionnaire regarding World Environment Day, Ozone day and Geography day.

Best Practice - 2

1. Title of the Practice: - EMPOWERMENT OF GIRL STUDENTS

2. Objectives of the Practice: -

- To empower girl students through quality higher education and through financial assistance.
- To create health & hygiene consciousness among female students.
- 3.The Context - The College is located in a rural area where girl students have to face many social & Family restrictions while pursue their higher education.

- The Practice -The College organized various programs & activities for girls to make them efficient to explore themselves.for eg.Rangoli Competition,Nirbhay Kanya Abhiyan

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Response to Covid19 pandemic:

The institute is located in Pune district that comes under one of the districts affected severely due to COVID19 pandemic.

The college responded proactively to the issue. The measures taken by the institute during the academic year are as follows;

1) COVID free village: The college volunteers participated in Covid free village campaign launched by the parent University in

collaboration withBhartiya Jain Sanghatana College. Online awareness program was carried out onon 12/10/2021 in which Dr. Ashok Swami, Prof. Mrs. Reshma Shitole interacted with students.

2) The National service scheme department in collaboration with Primary Health Center of Talegaon Dhamdhere organized COVID19 vaccination camp in the college. 60 students of the college were vaccinated in the camp.

3) The college conducted online (Google form) survey regarding covid19 vaccination awareness. The main objective of the survey was to create awareness about vaccination and encourage the students to get themselves vaccinated. 526 students responded to the online survey.

4) The National service scheme of the college in collaboration with Primary Health Center of Talegaon Dhamdhere organized second covid19 vaccination camp for the eligible students on 30/10/2021. 18 students were vaccinated in the camp.

Besides, the college N.S.S. volunteers distributed face masks and sanitizers to the needy and poor people during the pandemic period.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

- To offer more post-graduation program options for students.
- To offer more ability enhancement, skill enhancement courses.
- To strengthen Laboratory infrastructure of Science faculty.
- To prepare staff to adept with NEP 2020 implementation from the academic year 2023-24.
- To optimize the use of ERP in administration and management.