



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

| | | |
|--|---|--|
| 1.Name of the Institution | | ST. VINCENT COLLEGE OF COMMERCE |
| • Name of the Head of the institution | Dr. Anil Adsule | |
| • Designation | Principal | |
| • Does the institution function from its own campus? | Yes | |
| • Phone no./Alternate phone no. | 02029511658 | |
| • Mobile no | 9028252850 | |
| • Registered e-mail | iqacsvcc@gmail.com | |
| • Alternate e-mail | stvincent2004@gmail.com | |
| • Address | Behind Mira Society , Near Anand Park , Off Shankarseth Road, Pune - 411037 ,Maharashtra , India | |
| • City/Town | Pune | |
| • State/UT | Maharashtra | |
| • Pin Code | 411037 | |
| 2.Institutional status | | |
| • Affiliated /Constituent | Affiliated | |
| • Type of Institution | Co-education | |
| • Location | Urban | |

| | | | | | |
|--|---|----------------|-----------------------------|-------------------|-------------------|
| • Financial Status | Grants-in aid | | | | |
| • Name of the Affiliating University | Dr. Sunil Shete | | | | |
| • Name of the IQAC Coordinator | Dr. Sunil Shete | | | | |
| • Phone No. | 9623561792 | | | | |
| • Alternate phone No. | 9270685267 | | | | |
| • Mobile | 9890285869 | | | | |
| • IQAC e-mail address | iqacsvcc@gmail.com | | | | |
| • Alternate Email address | stvincent2004@gmail.com | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year)) | https://www.svcpune.edu.in | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://www.svcpune.edu.in | | | | |
| 5.Accreditation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
| Cycle 2 | B | 2.15 | 2018 | 02/11/2018 | 02/11/2023 |
| 6.Date of Establishment of IQAC | | | 01/04/2011 | | |
| 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 NAAC guidelines | | | Yes | | |
| • Upload latest notification of formation of IQAC | | | View File | | |

| | |
|---|---|
| 9.No. of IQAC meetings held during the year | 1 |
| <ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes |
| <ul style="list-style-type: none"> 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 |
| <ul style="list-style-type: none"> If yes, mention the amount | |
| 11.Significant contributions made by IQAC during the current year (maximum five bullets) | |
| COVID Outreach Online courses for the students Promotion of the the spirit of entrepreneurship Religious and Communal Harmony Promotion of Knowledge on Investment market | |
| 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 |
| COVID Outreach | <p>Ration - 1000 ration bags were distributed each bag consisting of ration for student's family and needy persons (Rs. 2500 per bag)</p> <p>2. Direct Financial Aid of Rs.256,000 to the families how lost source of employment plus financial aid to 35 people to meet the medical requirements during the covid infection</p> <p>3. Food packets - 600 Meal packets were distributed to COVID affected families at their door step</p> <p>4. Fund raising - Fund for Covid affected families through students and alumni network where assistance was routed directly to the needy.</p> <p>5. Fees concessions - students were fees</p> |

| | |
|--|--|
| | <p>concession due loss of job of parents. 6. Social media support - doctors contact for free consultation to assist covid affected students and families, online counselling and support</p> <p>7. Yoga and fitness sessions - Yoga and fitness sessions in association with Art of Living, Spandyoga and other alumni organizations to boost immunity and being healthy</p> |
| Adoption of online LMS | Adopted 'CLICKGYAAN' Online LMS for Effective Teaching, Learning and Evaluation (www.clickgyaan.com) |
| Online course for the students | Online Courses conducted for : 1. Goods and Services Tax (04/07/2020 to 14/08/2020) 2. TALLY (18/02/2021 to 03/04/2021) 3. English Language Enhancement (01/04/2021 to 30/04/2021) |
| Activity to promote the spirit of entrepreneurship | Workshop conducted on Startups with Zero or minimum Investment. |
| Promotion of Knowledge on Investment market | One month workshop on Stock Market and Investment conducted from 1st to 31st July 2. Online Workshop conducted from 27th to 29th July titled 'Key to Wealth Creation' |
| Religious and Communal Harmony | Online Session series organized under the title 'Gimples of Religion and Communal Harmony' on 16th & 29th July ,10th, 17th and 18th August |
| 13. Whether the AQAR was placed before statutory body? | No |
| <ul style="list-style-type: none"> Name of the statutory body | |

| Name | Date of meeting(s) |
|------|--------------------|
| Nil | Nil |

14. Whether institutional data submitted to AISHE

| Year | Date of Submission |
|---------|--------------------|
| 2020-21 | Nil |

15. Multidisciplinary / interdisciplinary

The college has implemented the suggestion made by the NAAC peer team suggestion and applied is under expansion and applied for a new Faculty of Arts and additional division for the B.Com Section

16. Academic bank of credits (ABC):**17. Skill development:**

The Following activities were conducted during the year towards skill development for the year 2020-21

| | |
|--------------------------------|----------------------------|
| July 4, 2020 | How to prepare for UPSC/IV |
| 4 July to 14 August 2020 | GST Certificate Course |
| 17-Jul-20 | Professional Education in |
| 29 July & 10 August 2021 | Glimpses of Religion and C |
| 1st July to 31st July | Personal Grooming |
| 1st August 2020 | Personal Effectiveness an |
| | Preparation |
| 17 & 18 August 2020 | Glimpses of Religion and C |
| 11th September | Discussion on Right to Fre |
| 18th September | Certified Financial Plann |
| 23 October to 30 November 2020 | Employability Skill Devel |
| 1 to 3 July 2021 | Immunity Boosting Program |
| 1 July - 31st July | Stock Market and Investme |
| 8th July 2021 | EDC: Starting Business wi |
| 16th July 2021 | Glimpses of Religion and |
| | Pilgrim |
| 28th July 2021 | Justice Day |
| 27,28 & 29 July 2021 | Key to Wealth Creation |
| 11 & 18 August 2021 | Use of social media for b |
| 18 Feb to 3 April 2021 | Computerized Accounting & |
| Full April 2020 | Online Course on English |
| May 11th , 2020 | Webinar on Career in Acc |

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture,

using online course)

Glimpses of Religion and Communal Harmony a special two month programme was conducted ONLINE to introduce the participants to the various facets of the varied religions and cultures in India and towards developing a respect , positive and humanitarian midset towards acceptance of the varied cultures and religions.

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

The Colllege is affiliated to Savitribai Phule Pune University and is bound to follow the syllabus as prescribed by the University.

The college has defined various programmes outcomes desired to be achived over and above the syllabus the lelivery of lectures , conductin of cocurricular activiies and Extra curricular activies are designed to achive the desired outcomes

20.Distance education/online education:

Extended Profile

1.Programme

| | |
|--|---|
| 1.1 | 2 |
| Number of courses offered by the institution across all programs during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

| | |
|------------------------------------|-----|
| 2.1 | 501 |
| Number of students during the year | |

| File Description | Documents |
|---|------------------|
| Institutional Data in Prescribed Format | No File Uploaded |

| | |
|--|-----|
| 2.2 | 000 |
| 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 | 163 |
| Number of outgoing/ final year students during the year | |
| File Description | Documents |
| Data Template | No File Uploaded |
| 3.Academic | |
| 3.1 | 3 |
| Number of full time teachers during the year | |
| File Description | Documents |
| Data Template | No File Uploaded |
| 3.2 | 3 |
| Number of sanctioned posts during the year | |
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 | 14 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 1891014.30 |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 35 |
| Total number of computers on campus for academic purposes | |

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

process

The Programme Outcomes, Programme Specific Outcomes and Course outcomes are clearly defined for all programmes and courses. A Structured Timetable is prepared at the beginning of each year and strictly adhered to. Each Faculty member is required to submit a tentative teaching plan to the Principal annually, which is followed up through an Academic Audit Report for each term (25th September & 15th February) which is duly filled and submitted by each Faculty member. The report comprises of the syllabus completion status based on which the timetable is temporarily revised to make provision for extra lectures to the faculty ensuring timely completion of the syllabus. Notes are provided to students in the class room and e-resources are shared via effective utilisation of Social Media. Each faculty is required to maintain an individual Attendance sheet which is duly signed by every student this enables them to ensure the conduct of Lectures as per the Schedule and to enable to monitor the attendance of each student. The College issues a Handbook to each student which comprises of the annual academic plan to keep the students and Parent/Guardian updated on the various examination schedules.

| File Description | Documents |
|-------------------------------------|------------------|
| Upload relevant supporting document | No File Uploaded |
| 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 College has a well planned Academic Calendar in accordance to which the internal assessment is conducted. All activities are in accordance to the Academic Calendar. However a flexibility approach is adopted in case of change of schedule by the University or special announcements of holidays by the Government. The Mid -Term Examinations are conducted in accordance to the academic calendar. However there is a margin for flexibility on account of the changes in schedule as announced by the Savitribai Phule Pune University or the coinciding of the Mid Term Examination with the other examinations such as, CA, ICWA, CS to ensure the convenience of the students and to enable them to appear for examinations.

| File Description | Documents |
|-------------------------------------|------------------|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | Nil |

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

A. All of the above

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

2

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Minutes of relevant Academic Council/ BOS meetings | No File Uploaded |
| 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)

4

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Brochure or any other document relating to Add on /Certificate programs | No File Uploaded |
| 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

768

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | No File Uploaded |

1.3 - Curriculum Enrichment

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

Human Values: College has 2 Special dedicated lectures every week, for F.Y.B.Com in addition to regular subjects as prescribed by the University. The syllabus covers a wide range of topics such as Moral Values, Life Skills, Professional Ethics & Faith. The institution has ensured the inclusion of all the classes in activities aimed at environmental awareness and sustainability. Various activities are conducted to promote Environmental Awareness and its Protection. in collaboration with KIRLOSKAR VASUNDHARA (<http://kirloskarvasundharafest.in/>) and Social Activist Group LOKAYAT who conduct workshops and seminars on Environmental issues. AICUF unit conducts Workshops, Seminars, and Activities on the relevant Social issues and focuses on imparting Value education to promote the spirit of living for others

Gender: A gender-neutral and safe environment is nurtured in the institution, Women Empowerment Cell (Mother Teresa Vidyarthini Manch) organises various activities, competitions, and events with the objective of social for the upliftment of the female student's Environment and Sustainability:

We have achieved to establish an environmentally friendly campus. The rain water harvesting facility directs the water to the well maintained and preserved on the campus, thus not only contributing to maintaining the groundwater level but also reviving it. The College has adopted and implemented a code of ethics which is published on its website <http://svcpune.edu.in/web/rules-guidelines.php>

| 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. | No File Uploaded |

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

1

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | No File Uploaded |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded |
| MoU's with relevant organizations for these courses, if any | No File Uploaded |
| Institutional Data in Prescribed Format | No File Uploaded |

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

1

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | No File Uploaded |

1.4 - Feedback System

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

A. All of the above

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | http://svcpune.edu.in/web/feedback.php |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | No File Uploaded |
| Any additional information | No File Uploaded |

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

B. Feedback collected, analyzed and action has been taken

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | No File Uploaded |
| URL for feedback report | http://svcpune.edu.in/web/feedback.php |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

501

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| 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

138

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| 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

Preference to students from marginalized sections of society
 Preference to the working youth
 Preference to students who want to pursue higher education after long gap
 students from Vernacular medium seeking to join the main frame education channel .Interviews are conducted with the Parent and Student to understand their needs and expectations admission is given to the students after interaction of the student and the Parent / Guardian with the faculty to understand learning levels and needs of students. Spoken English Classes are conducted for the students . A needs identification of our hesitant learners based on medium of schooling, native tongue, and exposure to English is used to identify those who would need additional assistance and additional support is given to such students.A method of slow teaching is adopted to ensure effective learning by all students; remedial classes are conducted for slow learners and for those appearing for the Backlog examinations. Special attention to the attendance to ensure effective learning and the attendance of the students and results are communicated to the parents. Prizes and Scholarships are instituted to encourage the advanced learners to perform better. The advanced learners provide assistance and guidance to the slow learners for mutual growth

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

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 501 | 3 |

| File Description | Documents |
|----------------------------|------------------|
| Any additional information | No File Uploaded |

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

College stands committed to make teaching and learning "Student-Centric" which makes the students to think, analyze, be independent, original and creative. Their individual needs are properly addressed. College ensures the competence of staff and helps the faculty to develop continuously. It promotes social awareness among students leading to commitment and action and ensures a just and scientific evaluation process. The admission process is online, complying with all the government norms pertaining to religious minority institutions. The College admits students of different backgrounds and with varying abilities - rich and poor, urban and rural, SC, ST, Minority and differently-abled students. There is no gender discrimination. Special considerations are given to the financially weak and disadvantaged students through fee concessions/scholarships, and free textbooks from the book bank.

Learning methods encourage students' participation through project work, field work based projects, action research, case study, classroom seminars by the students, microteaching, internships, guided library work, training in relevant software and e-learning. Teaching innovations through modern teaching aids and ICT facilities make the learning process more student-friendly. There is a system of double evaluation. Redressal mechanism in the form of review of the answer script by a third examiner ensures just and fair evaluation.

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| 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

Use of Effective teaching and learning methods has been the main strength of St. Vincent College of Commerce. The Staff efficiently designed their pedagogical methodologies to suit the new technically sound learner . Our institution and staff has effectively and successfully incorporated new age digital technology. The campus is Wi-Fi enabled. The classrooms are equipped with a range of tools inclusive of over-head projectors as well as sound arrangements like audio-microphones and speakers. There is a Smart Classrooms equipped with digital board. Apart from this, there is a well equipped AV rooms and Multimedia Room, and the Seminar Room. The infrastructure herein has been capably used for visual, virtual-experiential and interactive learning. The institution also houses good computer labs accessible freely to the students for their academic enrichment.

Technology has been infused not only infrastructure but also our teaching methodology. Faculty have been using Information and Communication tools for teaching, evaluation, communication as well as resource sharing. Learning Management Systems like Google classroom and clickgyaan are used to share course related information with students and for continuous assessments, quizzes and assignments. Our faculty has also used online resources such as YouTube videos and animations, Blogs, movies, TED talks and SWYAM.

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | No File Uploaded |

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

3

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

3

| 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 | View File |

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

3

| 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) | No File Uploaded |

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

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

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.

There is complete transparency between the faculty and the students and the evaluation process is comprehensive and accountable. The students are permitted to see the assessed answer sheets in for improvement in case of any query internal and end semester examinations. The Exam Committee ensures that examination is conducted under utmost ethical standards and the roles and responsibilities of the examination and evaluation are collective shared by all. The evaluation norms and standards are communicated to the students in advance and are strictly directed not to adopt any malpractices. Disciplinary action is initiated against students found to be attempting to use unfair means the information of which is also communicated to the Parents/ Guardian. However internal/ semester exams are conducted results are declared in time providing an opportunity to the students for self-assessment and planning of the academic efforts in time . An open day is conducted to give feedback to parents about the performance of students. Students meet subject teachers along with parents for further guidance and support. The subject teachers use various evaluation tools to assess the performance of the students on a continual basis The final examination is conducted and results are declared by the university. College does not have control over evaluation process.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

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

The students are provided with an opportunity to check the corrected answer scripts.

In case the students are not happy with the evaluation, they may apply for reevaluation.

The answer scripts are rechecked by internal or external faculties. For any other grievances, students are encouraging to meet with the Principal or Vice Principal. Finally, after the publication of the result a candidate may apply for "seeing" and /or "review". This "review" is done by another internal/ external examiner.

An open day is conducted to give feedback to parents about the performance of students. Students meet subject teachers along with parents for further guidance and support.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

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.

The College has formulated comprehensive, balanced and clear Programme Outcomes for the various Programmes offered. The overarching theme is based on the pedagogical values of the revised Blooms Taxonomy. Based on these Programme outcomes, the Programme Specific Outcomes (PSO) and Course Outcomes (CO) are formulated which enables the general vision outlined in the POs to be concretized and converted to a deliverable through the COs. The same is discussed and deliberated in the staff meetings inputs from Staffare taken into consideration when the COs are finalized. The COs are a roadmap with concrete objectives and overall competencies that the current students in a course are expected to achieve at the end of their coursework. For students who aspire to join the institute, these PSO's and CO's serve as indicators of achievable outcomes. The Course outcomes are specifically tailored keeping in view the Programme outcomes and pedagogical principles of Blooms Taxonomy.

The Course and Programme specific outcomes are re-formulated and restructured whenever changes in the syllabi are passed by the

University. The same are then approved by the college development committee

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |
| Upload COs for all Programmes (exemplars from Glossary) | No File Uploaded |

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

T

The Course outcomes designed meticulously designed after considering the Programme Outcomes. Due. Each course outcome is mapped to one or multiple Programme Specific Outcomes.

The staff of the college use various methodologies for the Continuous Internal Assessments like written tests, MCQ's, Quizzes, Presentations, Assignments, Projects etc. through which our goals are achieved. There is a healthy mix of various assessment tools thus ensuring that a student has the opportunity to a fair and just evaluative system.

The question papers for the summative assessment are set per the pedagogy goals and course outcomes. The exam results are published in due time. The Examinations committee headed by the College Examination Office ensures that the exams are conducted under strict discipline norms ensuring the elimination of all malpractices. Apart from core academics, students are also encouraged to actively participate in co and extra-curricular activities which is reflected in the development of the overall character and personality of the students . At St. Vincent we not only promote personal growth but alos amin to achieve collective and community growth and motivate the students to identify , respect and act towards fulfilling their Citizen Social Responsibility through participation in various Social Out Reach Programmes.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| 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

107

| 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)

<http://svcpune.edu.in/web/feedback.php>

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)

| 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) | No File Uploaded |

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

3.1.2.1 - Number of teachers recognized as research guides

2

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Institutional data in prescribed format | View File |

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

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

1

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

3.2 - Innovation Ecosystem

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

The institution has consistently strived to create an ecosystem that promotes innovative thinking among the students and faculty. This

ecosystem is comprised of a symbiotic relationship between various stakeholders of the college: industry, government, academia, and the society. The institution provides a platform for students to learn not just from the textbook and classroom lectures but also through interaction with industry experts, experts from professional bodies, academic scholars, social thinkers and activists and government representatives.

Such an ecosystem has been made possible through a long-term vision and mission towards colleges of repute, leading industries in the field of commerce and management, professional bodies and NGOs. The curriculum and syllabus for the programs have been designed in consultation and collaboration with these stakeholders.

The college has established its Training cell which promotes innovation and entrepreneurship among the students. Innovations also include designing innovative experiments, inter-disciplinary study, and employability. The opportunities of the students are enhanced through internships, development of leadership qualities through social activities, soft skill training, and Career Oriented Programmes. We have introduced innovative practices such as student seminars, live projects, using ICT technologies for teaching learning. The spirit of innovation and experiment imbibed by the institution propels research and development.

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

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

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

1

| 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 |

3.3 - Research Publications and Awards

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

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

6

| File Description | Documents |
|--|---------------------------|
| URL to the research page on HEI website | Nil |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | No File Uploaded |

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

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

1

| File Description | Documents |
|--|------------------|
| Any additional information | No File Uploaded |
| List of research papers by title, author, department, name and year of publication (Data Template) | No File Uploaded |

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

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

1

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| List books and chapters edited volumes/ books published (Data Template) | No File Uploaded |

3.4 - Extension Activities

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

As a part of the Jesuit Legacy St. Vincent College of Commerce aims at developing a morally strong environment leading towards building an academic community dedicated to the holistic education of youth who in their role as torch bearers of the future will demonstrate innovation in their professional competencies, integration in their personal lives and inclusion in their social contribution".

The College promotes and conducts various events related to social issues and outreach programs the aim of which activities is to sensitize students to social and allied issues for their holistic development.

Through these outreach programs, our institute facilitates a platform for our students to learn, experience and create awareness about their Citizen Social Responsibility and empower them with values that enable them to empathise with the social issues and make a meaningful contribution towards the society.

The AICUF unit of the college is established to undertake various activities which include social awareness, social service and social activism. The aim of this unit is to live up to the AICUF motto - "We are born into an unjust society and we are determined not to leave it as we have found it." It is a movement of university students with a vision for a new and just society.

The college has a tie-up with a social Activist group LOKAYAT in collaboration with the who various activities such as Outreach programmes, street plays, seminars and workshops are undertaken to address and speak the social issues.

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

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

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

0

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

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

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

0

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

0

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

3.5 - Collaboration

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

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

1

| File Description | Documents |
|--|------------------|
| e-copies of related Document | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | No File Uploaded |

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

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

1

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

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 excellent infrastructural facilities and learning resources at our disposal help to create an environment that is conducive to effective learning. The building that has been artistically designed with broad corridors, very spacious, well-ventilated, and bright class-rooms. The playground, audio-visual room, seminar hall and cultural hall all help towards an all-round education being imparted to the students. The Management ensures timely upkeep and maintenance of the infrastructural facilities. The library is not admired from afar, but an intensive use of its learning resources is availed of at St. Vincent College, it is a healthy practice to lend more books than the permissible limits to every deserving student. While preparing for exams the library is open for longer duration including Sundays and holidays so that the working students can make the best use of the library. The college has well equipped computer labs with sufficient number of computers with Internet connectivity and other ICT facilities are available for the students and staff to explore and enhance the E-learning resources which are kept at the best condition through regular maintenance and continuous upgradation of the IT facilities. The College Campus is equipped with Modern and improved infrastructural facilities.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| 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 institution aims at all round development of students and has ensured that equal importance is given to sports (physical intellectual, indoor and outdoor) and the following facilities are provided Full Size Playground

- Basketball Court
- Badminton Court
- Volleyball & Throw Ball Court
- Carom boards Chess Boards Cricket
- Cultural Hall (Indoor)
- Open Cultural Hall/ theatre acoustics
- Meditation Hall

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| 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.

3

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| 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)

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| 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)

Library is partially automated using Integrated Library Management System (ILMS) i.e. e-Granthalaya 3.0 enabling

1. Digital record creation of

- Reference Books
- Encyclopaedia
- Vernacular Literature
- Dictionaries Books Prescribed by University as per syllabus
- Subscriptions of Periodicals and Newspapers

1. Barcode based accession details
2. Web-OPAC for quick accessibility to knowledge resources
3. Library Reports Accession Register Subject wise Report Year wise Report Students Membership Data Teachers Accession Register

The software serves following purposes:

1. The software provides built-in Web OPAC interface
2. Handling of learning resources user data.
3. Print Accession Register in various Formats.
4. CAS/SDI Services and Documentation Bulletin
5. Integration of learning resources
6. User friendly
7. Compliance with Library Technology and ICT prevalent in

Libraries.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional Information | Nil |

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources B. Any 3 of the above

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | No File Uploaded |

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)

| File Description | Documents |
|--|------------------|
| Any additional information | No File Uploaded |
| Audited statements of accounts | No File Uploaded |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | No File Uploaded |

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

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

4.3 - IT Infrastructure

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

The College has put in place a policy for the maintenance and upgrade of its IT facilities. The college is well-equipped with IT facilities including Wi-Fi access to both the students and staff.

Upgrades in Enterprise Resource Planning has subscribed to 'VRIDDHI SOFTWARE' for a better Enterprise Resource Planning. The new ERP system comprehensively captures the college data and generates over 1000 MIS reports for varied purposes Entry of attendance, marks, lesson plans Academic reports of additional activities Work-done diary Entry of research details, conference and seminars attended Leave management Infrastructure management.

Other upgrades in the IT facilities include the purchase of a 75-inch Interactive Panel for dissemination and creation of e-content and learning resources. The college can communicate to students through bulk SMS for any emergency announcements and official What's app groups are created to communicate with the students and parents. The college website is easily accessible to the students in their mobile devices as an Android App. The IT facilities are redesigned and revamped at regular intervals to ensure seamless connectivity. The college takes suggestions and recommendations from the stakeholders for the necessary improvements and implements the same periodically .

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

4.3.2 - Number of Computers

45

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| List of Computers | No File Uploaded |

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

| File Description | Documents |
|--|------------------|
| Upload any additional Information | No File Uploaded |
| Details of available bandwidth of internet connection in the Institution | No File Uploaded |

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)

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Audited statements of accounts | No File Uploaded |
| 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.

The infrastructure and equipment of the college is managed by the Administrator's office with equal participation by the faculty and menial staff Routine Checks and Maintenance activity of electrical, equipment, water, purifiers and sewage and garbage disposal are a regular practice to ensure the safeguarding of the institutional assets is and providing best services to its beneficiary's routine checks. The college has a fire safety system installed from a

verified and certified vendor. Rules and Regulations are established for use of various resources and facilities in the College to ensure the safeguarding of the institutional facilities which also serve as a medium for establishment and development of moral values when using the institutional resources. Cleanliness is next to godliness is the main mantra at the college all facilities, classrooms, offices, washrooms etc. are kept clean all time. Electric connections on campus are inspected regularly by the staff of St. Joseph Technical Institute, a certified institute for vocational training and a sister concern of the college the decision for repairs or replacement of faulty equipment is immediately executed Purified Water facility is made available on every floor with certified Blue Star systems maintenance of which is done on priority basis

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1

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

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

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

1

| File Description | Documents |
|--|------------------|
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | No File Uploaded |

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

A. All of the above

| File Description | Documents |
|---|---------------------------|
| Link to Institutional website | Nil |
| Any additional information | No File Uploaded |
| 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

1

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

1

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | No File Uploaded |

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 | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of student grievances including sexual harassment and ragging cases | No File Uploaded |

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

90

| File Description | Documents |
|--|------------------|
| Self-attested list of students placed | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of student placement during the year (Data Template) | No File Uploaded |

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

54

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | No File Uploaded |
| 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

1

| File Description | Documents |
|--|------------------|
| Upload supporting data for the same | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | 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.

1

| 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) | No File Uploaded |

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)

Feedbacks from students on Faculty, and Infrastructure are taken to improve the standards at St. Vincent College an open forum approach allows the student representatives to voice their observations on various issues of the College through interaction with the Principal There is a apolitical Students' Council which takes care of students' welfare. It is the activity center of the students which promote co-curricular and extracurricular functions. It is run by the students' body. The students can bring their problems to them directly or through their student representatives who are members of the Student Council. All kinds of problems faced by them, in the teaching or administrative areas are addressed speedily

The students form a part of the IQAC committee, College Development Committee, and all other committees and are given equal opportunity to voice their opinions and also been offered the functional liberty to execute various programmes

St. Vincent College has had a great tradition of transparency and freedom. Students are

always encouraged to participate in the decision-making process and express their difficulties, problems, and grievances directly to the authorities and the faculty and these would be promptly looked into.

| 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

1

| File Description | Documents |
|---|------------------|
| Report of the event | No File Uploaded |
| Upload any additional information | No File Uploaded |
| 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) | No File Uploaded |

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

VINCA -ALUMNI association of St. Vincent College of Commerce was registered on 24/05/2012 Reg.No. 993/2012/Pune . The members of the ALUMNI provide their valuable contribution to functioning and development of institution in the following ways: VINCA have a representation in the IQAC to participate in the Planning and Decision Making process Assist in conducting Student Training and Development Programme Conducting seminars on various academic and social issues Volunteering for the various activities conducted in the colleges Supervision duty during the examinations Scholarships for the Achievers and the marginalized students Conducting Blood Donation Camps Development of Infrastructural Facilities i.e. Swimming Pool Basket Ball Court and football ground Development of the LAN system in the college. Installing awards for the merit rankers. Financial support to need girl students thorough institution

of Alumni Girls Fund Financial support to conduct Inter Collegiate Football Tournament Financial support to conduct THARSEO - Annual Inter collegiate event

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

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs
(INR in Lakhs)

| 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

St. Vincent College of Commerce belongs to the Jesuit legacy of Ad maiorem Dei gloriam or "for the greater glory of God" and is dedicated to the Jesuit hallmark of a value-based and high-quality education to youth, moulding them to be global citizens, and, men and women for others. St. Vincent is dedicated to holistic education of future leaders who will demonstrate innovation in professional competencies, integration in their personal lives, and inclusion in their social contribution. The mission of the college is to facilitate training for professional innovation, foster cultivation of personal integration, and encourage advocating social inclusion. College strives to make humble contribution to dispel the darkness that surrounds our lives, its origin, be it ignorance, material deprivation, or religious bigotry. In keeping with its vision-mission, the college offers courses on giving voice to values, human rights, and environmental studies with emphasis on awareness of the needs of the self, rights of others, and care of the environment and cater to needs of highly motivated, economically challenged working members of society, who wish to pursue higher education. St. Vincent College has a uniform, participative, and collective decision-making policy where each member contributes to the development of the institution

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

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

The College acknowledges that participative management and decentralization of power in

everyday action is important. This is instituted by creating a community of engaged pedagogues who involve themselves in not just curriculum-based student growth, but understand best how to lead to a holistic development of the student community through involvement in extra-curricular, co-curricular, and administrative activities. A comprehensive committee system was set up at the turn of the century (following a faculty workshop on planning for the millennium) and has been instrumental in the smooth functioning of all aspects of college life for students, faculty, and management alike.

Each Committee is appointed by the Principal, according to the interests and competence of the Faculty members. These committees are involved in overseeing student admission, conduction of examinations, festivals, seminars and conferences; operations of libraries, inclusion centres etc and additional activities.

The committees help to manage the various centres, associations, academies, programmes, and leagues that are further led by student-bodies selected through rigorous interview processes, which increase the outreach of the college through this highly effective model of decentralization and participative praxis -based education.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

marginalized sections of the society. Promotion of Higher Education

among the Female learners. Providing Affordable Higher Education opportunities to students from other States. Starting economical Hostel Facilities for the students from other states and rural areas especially for the Female Learners Starting Professional Programmes in the field of Commerce and Management at affordable cost. The college has been functioning on single division basis since inception, hence it is the need of the hour to expand in terms of number of divisions and courses to provide the same educational facilities to a larger student community. New Independent Campus with state of art facilities. Availing Development grants from UGC and Other funding agencies . Providing skill based Education and Vocational training along with formal conventional degree Starting a Community College and Skill Development Center. Starting a Research Centre for Commerce affiliated to Savitribai Phule Pune University Entering into M.O.U.'s with reputed organizations and corporates to provide certified Training and Skill Development Programmes and functioning as a Center for Management Development Programmes To aim for the status of "College for Potential Excellence " instilled by UGC Establishing National Service Scheme (NSS) National Cadet Corps (NCC) , Entrepreneurial Development & Incubation Centre. Establishing a Competitive Examination Training Centre.

| File Description | Documents |
|--|------------------|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| 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 functioning of SVCC is based on a hierarchy that is evident in the organogram (<http://www.svcpune.com/web/pdf/organogram.pdf>). At the top is governing body (GB) of the Trust which implements the Vision and Mission, initiates new programmes, participates in the appointment of key officials etc. The GB of the college reports to the Trust on key issues and forms the link between the Trust GB and the college officials. Part of its role involves preparing the annual budget, recommending new programmes etc. At the top is the governing body (GB) of the Trust which implements the Vision and Mission, initiates new programmes, participates in the appointment of key officials etc. The Principal forms the connecting link between various statutory bodies on campus (of which he may be a

member) and the GB of the college

The college adopts service rules, procedures, recruitment, and promotional policies as per rules and regulations Government of India, UGC Act, Maharashtra Universities Act, Government of Maharashtra and Savitribai Phule Pune University.

The grievance redressal mechanism is by the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. Rules and Regulations of the above-mentioned authorities.

| File Description | Documents |
|---|------------------|
| Paste link for additional information | Nil |
| Link to Organogram of the institution webpage | Nil |
| Upload any additional information | No File Uploaded |

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 | No File Uploaded |
| Screen shots of user inter faces | No File Uploaded |
| 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

The College provides the following welfare measures to its staff

Financial Assistance to attend Conferences, Seminars, Development Programmes and Workshops ,Financial Support for Medical Emergencies ,Advance Salary in times of delay of grants, need and emergency. Short Term Interest Free Loans to the employees, Faculty Development Programmes for enhancement ,Picnics for the staff as a part of stress bursting and developing cordial interpersonal relations ,Daily Refreshments for the Staff during the tea break ,Celebration of Birthdays of all Staff members and presenting Birthday gifts.

Fellowship get-togethers and meals on various occasions ,Encouragement gifts on festivals

Timely payment of monthly salaries of all staff, Special consideration for admission of the children of staff to the college. Human Development seminars and training programmes on various themes for teaching and nonteaching staff are held, either on the campus. Faculty and nonteaching staff are also supported in terms of financial assistance towards registration for seminars and workshops.

Free Internet facilities are provided for all on campus.

The college regularly sponsors the participation of primarily nonteaching staff members in sports and leisure events.

To facilitate staff bonding and communicate appreciation to staff, Women's Day, Christmas

gathering, Sports Day, Teacher's Day are celebrated as well as tokens of appreciation and

Christmas incentive for nonteaching staff are provided.

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

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

| 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) | No File Uploaded |

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

| 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) | No File Uploaded |

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

| File Description | Documents |
|---|---------------------------|
| IQAC report summary | No File Uploaded |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | No File Uploaded |
| Upload any additional information | No File Uploaded |
| 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

The performance appraisal of the teaching and non teaching staff is done in accordance to the rules and regulations of UGC and Savitribai Phule Pune University

The college provides self-appraisal method for the faculties. The staff members are required to fill and submit the prescribed form (PBAS and PBI) Performance Based Academic System and The Faculty members are required to submit their API (Academic Performance Indicator for Self Appraisal) forms as per UGC guidelines to the Principal & IQAC annually which serves as a guideline for motivation appreciation and/or corrective action. Annual Meetings are conducted by the Principal for the teaching and non teaching staff where the achievers are felicitated and suggestions are made for improvement to maintain a conducive working environment.

There is also a provision of assessment of teachers by students. The final year students make the assessment of the teachers through feedback form. Information about students' feedback is compiled and analyzed. The SWOT Analysis of teachers are discussed individually with each member. Necessary instructions are given to concern staff members to bring about improvement in his / her performance. Suggestions are also invited from the members of the staff to take steps in academic and administrative areas. Based on self-appraisal, confidential reports of staff members are prepared and forwarded to management. These reports are also sent to CAS authorities and SPPU, which form the basis of placement of teachers in the next higher scale / grade.

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

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

External Financial Audits are conducted annually by : Patankar & Associates Chartered Accountants , Office NO. 19 to 23, 4th Floor , 'Gold Wings', S.No. 118/A, Plot No. 543, Sinhgad Road ,Parvati Nagar , Pune - 411030 Tele/ Fax : 020-24252117 / 24252118 Email : sanjay@patankarassociates.com The institution has been privileged not to receive any audit objections till date

The parent body organizes expert guidance meetings of the auditors with the institutional head. In this meeting the various issues relating to the audit, taxation and financial matters are discussed and resolved. Based on the discussions and expert guidance, the guidelines are laid down with respect to financial matters for the benefit of insitution for the next Assessment year

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

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)

| 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) | No File Uploaded |

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

The Financial Management Policy of St.Vincent College of Commerce gives expression to Stewardship, Efficiency, Honesty, Transparency, Accountability and Integrity. St. Vincent College of Commerce vows to adopt appropriate Financial Management Practices and Procedures based on Planning, Auditing and Reporting.

Policy

1. The Primary objective of utilization of financial recourses of the college is for development of the learners.
2. Available financial resources are fully utilized to achieve the objectives of the College.
3. Proper accountability of all funds received and expended by the college is ensured.
4. Accurate reporting to meet government requirements for accreditation and funding is ensured.
5. College facilities and resources are maintained and/or upgraded to provide best service to its stakeholders.

Guidelines

1. Principal is responsible for the Management of Financial Resources of the college and reports to Management Board of Poona Jesuit Schools' Society.
2. The Principal consults with Management, Staff and various stakeholders to ensure effective utilization of financial resources.
3. The College staff supports the Principal in process of financial resource utilisation.

4. An Annual Audit of the college Books of Accounts is conducted by Patankar & Associates

Chartered Accountants.

5. Audited Financial Statements are handed over to the Poona Jesuit Schools' Society.

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

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 of the college is active and has successfully taken initiatives in various aspects of quality enhancement and continues to ensure quality assurance through a process of continuous quality monitoring. The IQAC consists of senior members of the faculty and external members, who review the feedback and data points collected from the previous

semester at the end of each semester. Suggestions are noted and communicated to

the Principal. IQAC also reviews academic and infrastructural requirements provided by

various departments and committees and plans accordingly for the next term/year.

. Feedback from the Parents and Alumni, Review of Results. Reviewing of feasibility study report of the department before the introduction of new courses/programmes. Providing guidelines for Formative and Summative Evaluation. Faculty is entrusted with the duty to determine the intended educational outcomes

of their academic programmes and activities. Assessment and evaluation of student feedback, academic and non-academic, on the various aspects of St. Vincent College.

A minimum one member of the IQAC is a part of all college

committees, they take feedback and suggestions from all the college students about available facilities, social environment, and academics through its class representatives

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

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 IQAC established the submission of an Annual Teaching Plan and Academic Audit Report for each term (25th September & 15th February) for an academic followup , IQAC also conducts a feedback from the students and parents for each subject the feedback is communicated to the Faculty to provide a base for improvement. The IQAC supports in the restructuring of the Timetable after taking into consideration Academic Audit Report submitted by the faculty members to ensure timely completion of syllabus The IQAC also reviews the API (Academic Performance Indicator - Self Appraisal) forms submitted by the Faculty annually .The form is used as a guideline for motivation appreciation and/or corrective action to enhance the quality of service provided to learners and other stakeholders.

| 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)

C. Any 2 of the above

| File Description | Documents |
|--|------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Upload details of Quality assurance initiatives of the institution (Data Template) | No File Uploaded |

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

SVCC recognizes and respects equality of genders and has ensured adequate measures to practice and promote gender equity. The campus has a gender-neutral and healthy atmosphere where physical safety and emotional well-being of students, teachers, administrative staff, and visitors are always a priority.

The college has an association with Local Medical Practitioner to address medical emergencies. The college has an association with legal practitioners to advise on legal issues, related to injustice. The college has following committees to address issues related to gender sensitivity

1. Prevention and Redressal of Sexual Harassment Committee
2. Discipline Committee
3. Grievance Committee
4. Anti-Ragging Committee

The College has separate Common Rooms for Boys and Girls.

The College has established a Mother Teresa Vidyarthini Manch to promote Women's Empowerment which conducts Leadership Development Camps, Health and Hygiene Awareness Programs, Personal Care Workshops, Workshop for Entrepreneurial Development and Self Employment.

Safety kits are kept at strategic places and a Sick Bay is available for students in case of any medical issues. Sanitary napkin vending machine and incinerator have been installed in the girls' washroom. The college ropes health experts to deliver lectures on nutrition and health.

WDC organizes gender sensitization programs for students and staff members.

| File Description | Documents |
|--|-----------|
| Annual gender sensitization action plan | Nil |
| 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 | Nil |

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

D. Any 1 of the above

| File Description | Documents |
|--------------------------------|------------------|
| Geo tagged Photographs | No File Uploaded |
| Any other relevant information | No File Uploaded |

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

Solid Waste Management :

The institution ensures a waste free campus. Waste Bins are placed at appropriate locations and the menial staff works relentlessly to ensure the campus is free from solid waste.

The waste collected from the campus is placed in the Garbage Bin

made available by the Local Municipal Corporation who collect the waste daily for recycling.

As far as possible college tries to reduce waste by distributing Materials electronically and using Double- Sided Printing.

Scrap Papers and Office Supplies are reused to the maximum.

Water Waste :

Sprinkler and drip systems are used in the Lawns and on the Ground to ensure minimum wastage and optimum utilization of water.

Drinking Water is strictly used for drinking purpose only.

Rain water Harvesting system is implemented on the campus.

E- Waste Management :

The College uses energy efficient settings for Computers, Printers, Copiers and other Devices

Electronic Devices are powered down when not in use, reducing standby power usage.

The College prefers to purchase computers and electronics that are energy efficient.

The damaged and outdated computer spares , computer peripherals and electronic devices and spares are handed over to the scrap vendor for recycling or proper disposal.

| File Description | Documents |
|---|------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | No File Uploaded |

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 A. Any 4 or all of the above

of water bodies and distribution system in the campus

| File Description | Documents |
|---|------------------|
| Geo tagged photographs / videos of the facilities | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

| File Description | Documents |
|--|------------------|
| Geo tagged photos / videos of the facilities | No File Uploaded |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | No File Uploaded |

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

B. Any 3 of the above

| File Description | Documents |
|---|------------------|
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded |
| Certification by the auditing agency | No File Uploaded |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | No File Uploaded |

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 Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen

C. Any 2 of the above

5.

reading

| File Description | Documents |
|--|------------------|
| Geo tagged photographs / videos of the facilities | No File Uploaded |
| 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).

SVCC believes in inclusive education that translates to humanistic outreach to build better

communities and socially conscious citizens. One of our best practices and a distinctive feature of the institution includes

enabling and facilitation measures for students with disabilities. A focus on inclusion at regional, linguistic, secular and economic levels is also adhered to and encouraged.

Regional Inclusion:

The admissions in various streams reflect intake of students from different regions, college organise activities to reflect the cultural diversity of our students, inter Cultural Exchange programmes are organized to promote communal harmony and to celebrate the uniqueness of each culture

Linguistic Inclusion:

The college adopts inclusive admission policy to students from rural and non- English speaking backgrounds to adjust to life on campus and to a cosmopolitan city like Pune.

Socio-economic Inclusion:

The college being a Jesuit institution strives to serve the marginalised , fees concession and scholarships are offered to students who are economically weak and also assisted to find placement.

Secular inclusion:

Since there is a large number of students and staff from diverse faiths an integral and interfaith approach to spirituality is adopted. The college has opted for an inclusive and universal approach that is more holistic. Events and the religious functions of varied religions are celebrated. The college regularly organises inter-religious dialogues to promote the culture of acceptance and respect for the variedness

| File Description | Documents |
|--|------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | No File Uploaded |
| Any other relevant information | No File Uploaded |

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

Instilling and inculcating values amongst students is a primary objective of the teaching fraternity of SVCC.

SVCC belongs to the Jesuit legacy of Ad maiorem Dei gloriam inque hominum salutem "for the greater glory of God and the salvation of humanity." is dedicated to provide value-based and high-quality education to youth, moulding them to be global citizens, and, men and women for others.

The College has adopted a set of Code of Ethics, Core Values and Professional Ethics which are communicated to stakeholders.

College conducts orientation programs and lectures on individual and social values , the topics range from educational philosophies to more subjective and contemporary issues like addiction, suicide, gender, relationships, making a choice, communal sensitivity and global citizenship.

AICUF unit also contributes as an extension of Values promotion. Guest lectures for Gender Sensitization - another important aspect of holistic education, where students are made aware of Laws such as POCSO and POSH along with other legal procedures that may be useful as survival strategies.

College conducts Workshops, Seminars and Programmes for inculcating human values.

e.g.

Joy of Giving

Social Out Reach Programmes

Caring for Mother Earth

Mental , Physical and Emotional Discipline

Inter Religious and Inter Culture exchange

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

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

4. Annual awareness programmes on Code of Conduct are organized

| File Description | Documents |
|--|------------------|
| Code of ethics policy document | No File Uploaded |
| 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 | No File Uploaded |
| Any other relevant information | No File Uploaded |

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

Independence Day, Republic Day and Maharashtra Din (1st May) are celebrated by hoisting the national flag, singing of the national anthem and other patriotic songs.

On 2nd October 'Gandhi Jayanti' and on 30th January, Martyr's Day, the death anniversary of Mahatma Gandhi, activities are organised by to commemorate the principles of non violence, truth and cleanliness.

On 26th November the Constitution Day is celebrated as a concluding event to Constitution week i.e. a week dedicated to creating

awareness on the Constitution of India

14th April Ambedkar Jayanti, is celebrated in commemoration of an important human value:: dignity of every human being irrespective of his birth.

Birth Anniversary of Dr.Sarvapalli Radhakrishnan - 'Teachers Day' is celebrated on 5th September every year,

26 August and 5 September 1997 are dedicated to pay respect to Mother Teresa and to inculcate the values given by mother among the students of Sacrifice and selflessness

SVCC also organises activities on various national and international days eg.: International Yoga Day, Human Rights Day, International Women's Day, World ,Environment Day Voter's Day, World Health Day, National Income Tax Day, Hindi Diwas, Marathi Bhasha Diwas etc. Birth and death anniversaries of our national leaders

| File Description | Documents |
|---|------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | No File Uploaded |
| Geo tagged photographs of some of the events | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.2 - Best Practices

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

1. Two months Online of a series of lectures by experts on Glimpses on Religion and Communal Harmony to inculcate the values of Communal harmony and Peace among the students and the society at Large. The Lecture series aimed at introducing the value system of various religions and to elaborate on the correlation of human values which existed in a similar manner in each of the religion and to establish a harmonious coexistence with mutual respect and dignity

2.. Workshops, Short Term Courses, and Lecture series to promote the spirit of Skill Development were organized create awareness on the

importance of skills and to present alternate career options to the students acquainting them to a multi-dimensional approach towards the career choices

| File Description | Documents |
|---|-----------|
| Best practices in the Institutional website | Nil |
| Any other relevant information | Nil |

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

The College has been successful in performing effectively with its vision to its noble objectives which give the college a distinct identity in matters relating to the following:

Functioning to provide an opportunity to the youth to pursue Higher Education while continuing to support the family. Providing Higher Education opportunities to the students from the marginalized sections of Society (Economically, Socially, Culturally etc.) at affordable costs Providing an opportunity to First Generation Learners and Vernacular Medium Learners to pursue Higher Education in English Providing Higher Education opportunities to learners who had discontinued education due to personal and financial constraints. The students age group varies from 18 yrs to 54 yrs. Admissions are given to students on the basis of willingness to learn and not mere academic merit, thus providing an opportunity for students with lower academic merit to continue pursuing Higher Education. Empowering single parents to provide Higher Education opportunity to their children. The college has not only been instrumental in providing academic growth for the learners but has also ensured their all-round development to put them at par with others in areas of achieving better Personal and Professional opportunities.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Programme Outcomes, Programme Specific Outcomes and Course outcomes are clearly defined for all programmes and courses. A Structured Timetable is prepared at the beginning of each year and strictly adhered to. Each Faculty member is required to submit a tentative teaching plan to the Principal annually, which is followed up through an Academic Audit Report for each term (25th September & 15th February) which is duly filled and submitted by each Faculty member. The report comprises of the syllabus completion status based on which the timetable is temporarily revised to make provision for extra lectures to the faculty ensuring timely completion of the syllabus. Notes are provided to students in the class room and e-resources are shared via effective utilisation of Social Media. Each faculty is required to maintain an individual Attendance sheet which is duly signed by every student this enables them to ensure the conduct of Lectures as per the Schedule and to enable to monitor the attendance of each student. The College issues a Handbook to each student which comprises of the annual academic plan to keep the students and Parent/Guardian updated on the various examination schedules.

| File Description | Documents |
|-------------------------------------|------------------|
| Upload relevant supporting document | No File Uploaded |
| 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 College has a well planned Academic Calendar in accordance to which the internal assessment is conducted. All activities are in accordance to the Academic Calendar. However a flexibility approach is adopted in case of change of schedule by the University or special announcements of holidays by the Government. The Mid -Term Examinations are conducted in accordance to the academic calendar. However there is a margin for

flexibility on account of the changes in schedule as announced by the Savitribai Phule Pune University or the coinciding of the Mid Term Examination with the other examinations such as, CA, ICWA, CS to ensure the convenience of the students and to enable them to appear for examinations.

| File Description | Documents |
|-------------------------------------|------------------|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | Nil |

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

A. All of the above

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

2

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Minutes of relevant Academic Council/ BOS meetings | No File Uploaded |
| 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)

4

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Brochure or any other document relating to Add on /Certificate programs | No File Uploaded |
| 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

768

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | No File Uploaded |

1.3 - Curriculum Enrichment

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

Human Values: College has 2 Special dedicated lectures every week, for F.Y.B.Com in addition to regular subjects as prescribed by the University. The syllabus covers a wide range of topics such as Moral Values, Life Skills, Professional Ethics & Faith. The institution has ensured the inclusion of all the classes in activities aimed at environmental awareness and sustainability.

Various activities are conducted to promote Environmental Awareness and its Protection. in collaboration with KIRLOSKAR VASUNDHARA (<http://kirloskarvasundharafest.in/>) and Social Activist Group LOKAYAT who conduct workshops and seminars on Environmental issues. AICUF unit conducts Workshops, Seminars, and Activities on the relevant Social issues and focuses on imparting Value education to promote the spirit of living for others Gender: A gender-neutral and safe environment is nurtured in the institution, Women Empowerment Cell (Mother Teresa Vidyarthini Manch) organises various activities, competitions, and events with the objective of social for the upliftment of the female student's Environment and Sustainability: We have achieved to establish an environmentally friendly campus. The rain water harvesting facility directs the water to the well maintained and preserved on the campus, thus not only contributing to maintaining the groundwater level but also reviving it The College has adopted and implemented a code of ethics which is published on its website <http://svcpune.edu.in/web/rules-guidelines.php>

| 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. | No File Uploaded |

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

1

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | No File Uploaded |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded |
| MoU's with relevant organizations for these courses, if any | No File Uploaded |
| Institutional Data in Prescribed Format | No File Uploaded |

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

1

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | No File Uploaded |

1.4 - Feedback System

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

A. All of the above

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | http://svcpune.edu.in/web/feedback.php |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | No File Uploaded |
| Any additional information | No File Uploaded |

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

B. Feedback collected, analyzed and action has been taken

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | No File Uploaded |
| URL for feedback report | http://svcpune.edu.in/web/feedback.php |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

501

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| 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

138

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| 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

Preference to students from marginalized sections of society
 Preference to the working youth
 Preference to students who want to pursue higher education after long gap students from Vernacular medium seeking to join the main frame education

channel .Interviews are conducted with the Parent and Student to understand their needs and expectations admission is given to the students after interaction of the student and the Parent / Guardian with the faculty to understand learning levels and needs of students. Spoken English Classes are conducted for the students . A needs identification of our hesitant learners based on medium of schooling, native tongue, and exposure to English is used to identify those who would need additional assistance and additional support is given to such students.A method of slow teaching is adopted to ensure effective learning by all students; remedial classes are conducted for slow learners and for those appearing for the Backlog examinations. Special attention to the attendance to ensure effective learning and the attendance of the students and results are communicated to the parents. Prizes and Scholarships are instituted to encourage the advanced learners to perform better. The advanced learners provide assistance and guidance to the slow learners for mutual growth

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

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 501 | 3 |

| File Description | Documents |
|----------------------------|------------------|
| Any additional information | No File Uploaded |

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

College stands committed to make teaching and learning "Student-Centric" which makes the students to think, analyze, be independent, original and creative. Their individual needs are properly addressed. College ensures the competence of staff and helps the faculty to develop continuously. It promotes social awareness among students leading to commitment and action and ensures a just and scientific evaluation process. The admission

process is online, complying with all the government norms pertaining to religious minority institutions. The College admits students of different backgrounds and with varying abilities - rich and poor, urban and rural, SC, ST, Minority and differently-abled students. There is no gender discrimination. Special considerations are given to the financially weak and disadvantaged students through fee concessions/scholarships, and free textbooks from the book bank.

Learning methods encourage students' participation through project work, field work based projects, action research, case study, classroom seminars by the students, microteaching, internships, guided library work, training in relevant software and e-learning. Teaching innovations through modern teaching aids and ICT facilities make the learning process more student-friendly. There is a system of double evaluation. Redressal mechanism in the form of review of the answer script by a third examiner ensures just and fair evaluation.

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| 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

Use of Effective teaching and learning methods has been the main strength of St. Vincent College of Commerce. The Staff efficiently designed their pedagogical methodologies to suit the new technically sound learner . Our institution and staff has effectively and successfully incorporated new age digital technology. The campus is Wi-Fi enabled. The classrooms are equipped with a range of tools inclusive of over-head projectors as well as sound arrangements like audio-microphones and speakers. There is a Smart Classrooms equipped with digital board. Apart from this, there is a well equipped AV rooms and Multimedia Room, and the Seminar Room. The infrastructure herein has been capably used for visual, virtual-experiential and interactive learning. The institution also houses good computer labs accessible freely to the students for their academic enrichment.

Technology has been infused not only infrastructure but also our

teaching methodology. Faculty have been using Information and Communication tools for teaching, evaluation, communication as well as resource sharing. Learning Management Systems like Google classroom and clickgyaan are used to share course related information with students and for continuous assessments, quizzes and assignments. Our faculty has also used online resources such as YouTube videos and animations, Blogs, movies, TED talks and SWYAM.

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | No File Uploaded |

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

3

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

2.4 - Teacher Profile and Quality

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

3

| 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 | View File |

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

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

3

| 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) | No File Uploaded |

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

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

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.

There is complete transparency between the faculty and the students and the evaluation process is comprehensive and accountable. The students are permitted to see the assessed answer sheets in for improvement in case of any query internal and end semester examinations. The Exam Committee ensures that examination is conducted under utmost ethical standards and the roles and responsibilities of the examination and evaluation are collective shared by all. The evaluation norms and standards are communicated to the students in advance and are strictly directed not to adopt any malpractices. Disciplinary action is initiated against students found to be attempting to use unfair means the information of which is also communicated to the Parents/ Guardian. However internal/ semester exams are conducted results are declared in time providing an opportunity to the students for self-assessment and planning of the academic efforts in time . An open day is conducted to give feedback to parents about the performance of students. Students meet subject teachers along with parents for further guidance and support. The subject teachers use various evaluation tools to assess the performance of the students on a continual basis The final examination is conducted and results are declared by the university. College does not have control over evaluation process.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

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

The students are provided with an opportunity to check the corrected answer scripts.

In case the students are not happy with the evaluation, they may apply for reevaluation.

The answer scripts are rechecked by internal or external faculties. For any other grievances, students are encouraging to meet with the Principal or Vice Principal. Finally, after the publication of the result a candidate may apply for "seeing" and /or "review". This "review" is done by another internal/ external examiner.

An open day is conducted to give feedback to parents about the

performance of students. Students meet subject teachers along with parents for further guidance and support.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

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.

The College has formulated comprehensive, balanced and clear Programme Outcomes for the various Programmes offered. The overarching theme is based on the pedagogical values of the revised Blooms Taxonomy. Based on these Programme outcomes, the Programme Specific Outcomes (PSO) and Course Outcomes (CO) are formulated which enables the general vision outlined in the POs to be concretized and converted to a deliverable through the COs. The same is discussed and deliberated in the staff meetings inputs from Staffare taken into consideration when the COs are finalized. The COs are a roadmap with concrete objectives and overall competencies that the current students in a course are expected to achieve at the end of their coursework. For students who aspire to join the institute, these PSO's and CO's serve as indicators of achievable outcomes. The Course outcomes are specifically tailored keeping in view the Programme outcomes and pedagogical principles of Blooms Taxonomy.

The Course and Programme specific outcomes are re-formulated and restructured whenever changes in the syllabi are passed by the University. The same are then approved by the college development committee

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |
| Upload COs for all Programmes (exemplars from Glossary) | No File Uploaded |

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

T

The Course outcomes designed meticulously designed after considering the Programme Outcomes. Due. Each course outcome is mapped to one or multiple Programme Specific Outcomes.

The staff of the college use various methodologies for the Continuous Internal Assessments like written tests, MCQ's, Quizzes, Presentations, Assignments, Projects etc. through which our goals are achieved. There is a healthy mix of various assessment tools thus ensuring that a student has the opportunity to a fair and just evaluative system.

The question papers for the summative assessment are set per the pedagogy goals and course outcomes. The exam results are published in due time. The Examinations committee headed by the College Examination Office ensures that the exams are conducted under strict discipline norms ensuring the elimination of all malpractices. Apart from core academics, students are also encouraged to actively participate in co and extra-curricular activities which is reflected in the development of the overall character and personality of the students . At St. Vincent we not only promote personal growth but alos amin to achieve collective and community growth and motivate the students to identify , respect and act towards fulfilling their Citizen Social Responsibility through participation in various Social Out Reach Programmes.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| 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

107

| 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)

<http://svcpune.edu.in/web/feedback.php>

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)

| 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) | No File Uploaded |

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

3.1.2.1 - Number of teachers recognized as research guides

2

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Institutional data in prescribed format | View File |

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

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

1

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

3.2 - Innovation Ecosystem

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

The institution has consistently strived to create an ecosystem that promotes innovative thinking among the students and faculty. This ecosystem is comprised of a symbiotic relationship between various stakeholders of the college: industry, government, academia, and the society. The institution provides a platform for students to learn not just from the textbook and classroom lectures but also through interaction with industry experts, experts from professional bodies, academic scholars, social thinkers and activists and government representatives.

Such an ecosystem has been made possible through a long-term vision and mission towards colleges of repute, leading industries in the field of commerce and management, professional bodies and NGOs. The curriculum and syllabus for the programs have been designed in consultation and collaboration with these stakeholders.

The college has established its Training cell which promotes innovation and entrepreneurship among the students. Innovations also include designing innovative experiments, inter-disciplinary study, and employability. The opportunities of the students are enhanced through internships, development of leadership qualities through social activities, soft skill training, and Career Oriented Programmes. We have introduced innovative practices such as student seminars, live projects, using ICT technologies for teaching learning. The spirit of innovation and experiment imbued by the institution propels research and development.

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

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

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

1

| 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 |

3.3 - Research Publications and Awards

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

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

6

| File Description | Documents |
|--|---------------------------|
| URL to the research page on HEI website | Nil |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | No File Uploaded |

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

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

1

| File Description | Documents |
|--|------------------|
| Any additional information | No File Uploaded |
| List of research papers by title, author, department, name and year of publication (Data Template) | No File Uploaded |

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

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

1

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| List books and chapters edited volumes/ books published (Data Template) | No File Uploaded |

3.4 - Extension Activities

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

As a part of the Jesuit Legacy St. Vincent College of Commerce aims at developing a morally strong environment leading towards

building an academic community dedicated to the holistic education of youth who in their role as torch bearers of the future will demonstrate innovation in their professional competencies, integration in their personal lives and inclusion in their social contribution".

The College promotes and conducts various events related to social issues and outreach programs the aim of which activities is to sensitize students to social and allied issues for their holistic development.

Through these outreach programs, our institute facilitates a platform for our students to learn, experience and create awareness about their Citizen Social Responsibility and empower them with values that enable them to empathise with the social issues and make a meaningful contribution towards the society.

The AICUF unit of the college is established to undertake various activities which include social awareness, social service and social activism. The aim of this unit is to live up to the AICUF motto - "We are born into an unjust society and we are determined not to leave it as we have found it." It is a movement of university students with a vision for a new and just society.

The college has a tie-up with a social Activist group LOKAYAT in collaboration with the who various activities such as Outreach programmes, street plays, seminars and workshops are undertaken to address and speak the social issues.

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

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

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

0

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

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

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

0

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

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

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

0

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

| | |
|--|------------------|
| 3.5 - Collaboration | |
| 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year | |
| 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year | |
| 1 | |
| File Description | Documents |
| e-copies of related Document | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | No File Uploaded |
| 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year | |
| 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year | |
| 1 | |
| File Description | Documents |
| e-Copies of the MoUs with institution./ industry/corporate houses | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | No File Uploaded |
| 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 excellent infrastructural facilities and learning resources at our disposal help to create an environment that is conducive to effective learning. The building that has been artistically | |

designed with broad corridors, very spacious, well-ventilated, and bright class-rooms. The playground, audio-visual room, seminar hall and cultural hall all help towards an all-round education being imparted to the students. The Management ensures timely upkeep and maintenance of the infrastructural facilities. The library is not admired from afar, but an intensive use of its learning resources is availed of at St. Vincent College, it is a healthy practice to lend more books than the permissible limits to every deserving student. While preparing for exams the library is open for longer duration including Sundays and holidays so that the working students can make the best use of the library. The college has well equipped computer labs with sufficient number of computers with Internet connectivity and other ICT facilities are available for the students and staff to explore and enhance the E-learning resources which are kept at the best condition through regular maintenance and continuous upgradation of the IT facilities. The College Campus is equipped with Modern and improved infrastructural facilities.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| 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 institution aims at all round development of students and has ensured that equal importance is given to sports (physical intellectual, indoor and outdoor) and the following facilities are provided Full Size Playground

- Basketball Court
- Badminton Court
- Volleyball & Throw Ball Court
- Carom boards Chess Boards Cricket
- Cultural Hall (Indoor)
- Open Cultural Hall/ theatre acoustics
- Meditation Hall

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| 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.

3

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| 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)

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| 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)

Library is partially automated using Integrated Library Management System (ILMS) i.e. e-Granthalaya 3.0 enabling

1. Digital record creation of

- Reference Books
- Encyclopaedia
- Vernacular Literature
- Dictionaries Books Prescribed by University as per syllabus
- Subscriptions of Periodicals and Newspapers

1. Barcode based accession details
2. Web-OPAC for quick accessibility to knowledge resources
3. Library Reports Accession Register Subject wise Report Year wise Report Students Membership Data Teachers Accession Register

The software serves following purposes:

1. The software provides built-in Web OPAC interface
2. Handling of learning resources user data.
3. Print Accession Register in various Formats.
4. CAS/SDI Services and Documentation Bulletin
5. Integration of learning resources
6. User friendly
7. Compliance with Library Technology and ICT prevalent in Libraries.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional Information | Nil |

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | No File Uploaded |

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)

| File Description | Documents |
|--|------------------|
| Any additional information | No File Uploaded |
| Audited statements of accounts | No File Uploaded |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | No File Uploaded |

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

16

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

4.3 - IT Infrastructure

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

The College has put in place a policy for the maintenance and upgrade of its IT facilities. The college is well-equipped with IT facilities including Wi-Fi access to both the students and staff.

Upgrades in Enterprise Resource Planning has subscribed to 'VRIDDHI SOFTWARE' for a better Enterprise Resource Planning. The new ERP system comprehensively captures the college data and generates over 1000 MIS reports for varied purposes Entry of attendance, marks, lesson plans Academic reports of additional activities Work-done diary Entry of research details, conference and seminars attended Leave management Infrastructure management.

Other upgrades in the IT facilities include the purchase of a 75-inch Interactive Panel for dissemination and creation of e-content and learning resources. The college can communicate to students through bulk SMS for any emergency announcements and official What's app groups are created to communicate with the students and parents. The college website is easily accessible to the students in their mobile devices as an Android App. The IT facilities are redesigned and revamped at regular intervals to ensure seamless connectivity. The college takes suggestions and recommendations from the stakeholders for the necessary improvements and implements the same periodically .

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

4.3.2 - Number of Computers

45

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| List of Computers | No File Uploaded |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

| File Description | Documents |
|--|------------------|
| Upload any additional Information | No File Uploaded |
| Details of available bandwidth of internet connection in the Institution | No File Uploaded |

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)**

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Audited statements of accounts | No File Uploaded |
| 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.

The infrastructure and equipment of the college is managed by the Administrator's office with equal participation by the faculty and menial staff. Routine Checks and Maintenance activity of electrical, equipment, water, purifiers and sewage and garbage disposal are a regular practice to ensure the safeguarding of the institutional assets and providing best services to its beneficiary's routine checks. The college has a fire safety system installed from a verified and certified vendor. Rules and Regulations are established for use of various resources and facilities in the College to ensure the safeguarding of the institutional facilities which also serve as a medium for establishment and development of moral values when using the institutional resources. Cleanliness is next to godliness is the main mantra at the college all facilities, classrooms, offices, washrooms etc. are kept clean all time. Electric connections on campus are inspected regularly by the staff of St. Joseph Technical Institute, a certified institute for vocational training and a sister concern of the college the decision for repairs or replacement of faulty equipment is immediately executed. Purified Water facility is made available on every floor with certified Blue Star systems maintenance of which is done on priority basis.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| 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

1

| File Description | Documents |
|--|------------------|
| Upload self attested letter with the list of students sanctioned scholarship | No File Uploaded |
| 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) | No File Uploaded |

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

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

1

| File Description | Documents |
|--|------------------|
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | No File Uploaded |

| | |
|---|----------------------------|
| 5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills | A. All of the above |
| File Description | Documents |
| Link to Institutional website | Nil |
| Any additional information | No File Uploaded |
| 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 | |
| 1 | |
| 5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year | |
| 1 | |
| File Description | Documents |
| Any additional information | No File Uploaded |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | No File Uploaded |
| 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 | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of student grievances including sexual harassment and ragging cases | No File Uploaded |

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

90

| File Description | Documents |
|--|------------------|
| Self-attested list of students placed | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of student placement during the year (Data Template) | No File Uploaded |

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

54

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | No File Uploaded |
| 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

1

| File Description | Documents |
|--|------------------|
| Upload supporting data for the same | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | 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.

1

| 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) | No File Uploaded |

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)

Feedbacks from students on Faculty, and Infrastructure are taken to improve the standards at St. Vincent College an open forum approach allows the student representatives to voice their

observations on various issues of the College through interaction with the Principal There is a apolitical Students' Council which takes care of students' welfare. It is the activity center of the students which promote co-curricular and extracurricular functions. It is run by the students' body. The students can bring their problems to them directly or through their student representatives who are members of the Student Council. All kinds of problems faced by them, in the teaching or administrative areas are addressed speedily

The students form a part of the IQAC committee, College Development Committee, and all other committees and are given equal opportunity to voice their opinions and also been offered the functional liberty to execute various programmes

St. Vincent College has had a great tradition of transparency and freedom. Students are

always encouraged to participate in the decision-making process and express their difficulties, problems, and grievances directly to the authorities and the faculty and these would be promptly looked into.

| 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

1

| File Description | Documents |
|--|------------------|
| Report of the event | No File Uploaded |
| Upload any additional information | No File Uploaded |
| 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) | No File Uploaded |

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

VINCA -ALUMNI association of St. Vincent College of Commerce was registered on 24/05/2012 Reg.No. 993/2012/Pune . The members of the ALUMNI provide their valuable contribution to functioning and development of institution in the following ways: VINCA have a representation in the IQAC to participate in the Planning and Decision Making process Assist in conducting Student Training and Development Programme Conducting seminars on various academic and social issues Volunteering for the various activities conducted in the colleges Supervision duty during the examinations Scholarships for the Achievers and the marginalized students Conducting Blood Donation Camps Development of Infrastructural Facilities i.e. Swimming Pool Basket Ball Court and football ground Development of the LAN system in the college. Installing awards for the merit rankers. Financial support to need girl students thorough institution of Alumni Girls Fund Financial support to conduct Inter Collegiate Football Tournament Financial support to conduct THARSEO - Annual Inter collegiate event

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

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

D. 1 Lakhs - 3Lakhs

| 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

St. Vincent College of Commerce belongs to the Jesuit legacy of Ad maiorem Dei gloriam or "for the greater glory of God" and is dedicated to the Jesuit hallmark of a value-based and high-quality education to youth, moulding them to be global citizens, and, men and women for others. St. Vincent is dedicated to holistic education of future leaders who will demonstrate innovation in professional competencies, integration in their personal lives, and inclusion in their social contribution. The mission of the college is to facilitate training for professional innovation, foster cultivation of personal integration, and encourage advocating social inclusion. College strives to make humble contribution to dispel the darkness that surrounds our lives, its origin, be it ignorance, material deprivation, or religious bigotry. In keeping with its vision-mission, the college offers courses on giving voice to values, human rights, and environmental studies with emphasis on awareness of the needs of the self, rights of others, and care of the environment and cater to needs of highly motivated, economically challenged working members of society, who wish to pursue higher education. St. Vincent College has a uniform, participative, and collective decision-making policy where each member contributes to the development of the institution

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

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

The College acknowledges that participative management and decentralization of power in

everyday action is important. This is instituted by creating a community of engaged pedagogues who involve themselves in not just curriculum-based student growth, but understand best how to lead to a holistic development of the student community through involvement in extra-curricular, co-curricular, and administrative activities. A comprehensive committee system was set up at the turn of the century (following a faculty workshop on planning for the millennium) and has been instrumental in the smooth functioning of all aspects of college life for students, faculty, and management alike.

Each Committee is appointed by the Principal, according to the interests and competence of the Faculty members. These committees are involved in overseeing student admission, conduction of examinations, festivals, seminars and conferences; operations of libraries, inclusion centres etc and additional activities.

The committees help to manage the various centres, associations, academies, programmes, and leagues that are further led by student-bodies selected through rigorous interview processes, which increase the outreach of the college through this highly effective model of decentralization and participative praxis -based education.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

marginalized sections of the society. Promotion of Higher Education among the Female learners. Providing Affordable Higher Education opportunities to students from other States. Starting economical Hostel Facilities for the students from other states and rural areas especially for the Female Learners Starting Professional Programmes in the field of Commerce and Management at affordable cost. The college has been functioning on single division basis since inception, hence it is the need of the hour to expand in terms of number of divisions and courses to provide the same educational facilities to a larger student community. New Independent Campus with state of art facilities. Availing Development grants from UGC and Other funding agencies .

Providing skill based Education and Vocational training along with formal conventional degree Starting a Community College and Skill Development Center. Starting a Research Centre for Commerce affiliated to Savitribai Phule Pune University Entering into M.O.U.'s with reputed organizations and corporates to provide certified Training and Skill Development Programmes and functioning as a Center for Management Development Programmes To aim for the status of "College for Potential Excellence " instilled by UGC Establishing National Service Scheme (NSS) National Cadet Corps (NCC) , Entrepreneurial Development & Incubation Centre. Establishing a Competitive Examination Training Centre.

| File Description | Documents |
|--|------------------|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| 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 functioning of SVCC is based on a hierarchy that is evident in the organogram (<http://www.svcpcune.com/web/pdf/organogram.pdf>). At the top is governing body (GB) of the Trust which implements the Vision and Mission, initiates new programmes, participates in the appointment of key officials etc. The GB of the college reports to the Trust on key issues and forms the link between the Trust GB and the college officials. Part of its role involves preparing the annual budget, recommending new programmes etc. At the top is the governing body (GB) of the Trust which implements the Vision and Mission, initiates new programmes, participates in the appointment of key officials etc. The Principal forms the connecting link between various statutory bodies on campus (of which he may be a

member) and the GB of the college

The college adopts service rules, procedures, recruitment, and promotional policies as per rules and regulations Government of India, UGC Act, Maharashtra Universities Act, Government of Maharashtra and Savitribai Phule Pune University.

The grievance redressal mechanism is by the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. Rules and Regulations of the above-mentioned authorities.

| File Description | Documents |
|---|------------------|
| Paste link for additional information | Nil |
| Link to Organogram of the institution webpage | Nil |
| Upload any additional information | No File Uploaded |

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 | No File Uploaded |
| Screen shots of user inter faces | No File Uploaded |
| 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

The College provides the following welfare measures to its staff

Financial Assistance to attend Conferences, Seminars, Development Programmes and Workshops ,Financial Support for Medical Emergencies ,Advance Salary in times of delay of grants, need and emergency. Short Term Interest Free Loans to the employees, Faculty Development Programmes for enhancement ,Picnics for the staff as a part of stress bursting and developing cordial interpersonal relations ,Daily Refreshments for the Staff during

the tea break ,Celebration of Birthdays of all Staff members and presenting Birthday gifts.

Fellowship get-togethers and meals on various occasions
 ,Encouragement gifts on festivals

Timely payment of monthly salaries of all staff, Special consideration for admission of the children of staff to the college. Human Development seminars and training programmes on various themes for teaching and nonteaching staff are held, either on the campus. Faculty and nonteaching staff are also supported in terms of financial assistance towards registration for seminars and workshops.

Free Internet facilities are provided for all on campus.

The college regularly sponsors the participation of primarily nonteaching staff members in sports and leisure events.

To facilitate staff bonding and communicate appreciation to staff, Women's Day, Christmas

gathering, Sports Day, Teacher's Day are celebrated as well as tokens of appreciation and

Christmas incentive for nonteaching staff are provided.

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

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

3

| 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) | No File Uploaded |

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

| 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) | No File Uploaded |

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

| File Description | Documents |
|---|---------------------------|
| IQAC report summary | No File Uploaded |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | No File Uploaded |
| Upload any additional information | No File Uploaded |
| 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

The performance appraisal of the teaching and non teaching staff is done in accordance to the rules and regulations of UGC and Savitribai Phule Pune University

The college provides self-appraisal method for the faculties. The staff members are required to fill and submit the prescribed form (PBAS and PBI) Performance Based Academic System and The Faculty members are required to submit their API (Academic Performance Indicator for Self Appraisal) forms as per UGC guidelines to the Principal & IQAC annually which serves as a guideline for motivation appreciation and/or corrective action. Annual Meetings are conducted by the Principal for the teaching and non teaching staff where the achievers are felicitated and suggestions are made for improvement to maintain a conducive working environment.

There is also a provision of assessment of teachers by students. The final year students make the assessment of the teachers through feedback form. Information about students' feedback is compiled and analyzed. The SWOT Analysis of teachers are discussed individually with each member. Necessary instructions are given to concern staff members to bring about improvement in his / her performance. Suggestions are also invited from the members of the staff to take steps in academic and administrative areas. Based on self-appraisal, confidential reports of staff members are prepared and forwarded to management. These reports are also sent to CAS authorities and SPPU, which form the basis of placement of teachers in the next higher scale / grade.

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

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

External Financial Audits are conducted annually by : Patankar & Associates Chartered Accountants , Office NO. 19 to 23, 4th Floor , 'Gold Wings', S.No. 118/A, Plot No. 543, Sinhgad Road ,Parvati Nagar , Pune - 411030 Tele/ Fax : 020-24252117 / 24252118 Email : sanjay@patankarassociates.com The institution has been privileged not to receive any audit objections till date

The parent body organizes expert guidance meetings of the auditors with the institutional head. In this meeting the various issues relating to the audit, taxation and financial matters are discussed and resolved. Based on the discussions and expert guidance, the guidelines are laid down with respect to financial matters for the benefit of insitution for the next Assessment year

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

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)

| 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) | No File Uploaded |

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

The Financial Management Policy of St.Vincent College of Commerce gives expression to Stewardship, Efficiency, Honesty, Transparency, Accountability and Integrity. St. Vincent College of Commerce vows to adopt appropriate Financial Management Practices and Procedures based on Planning, Auditing and Reporting.

Policy

1. The Primary objective of utilization of financial recourses of the college is for development of the learners.
2. Available financial resources are fully utilized to achieve the objectives of the College.
3. Proper accountability of all funds received and expended by the college is ensured.
4. Accurate reporting to meet government requirements for accreditation and funding is ensured.
5. College facilities and resources are maintained and/or upgraded to provide best service to its stakeholders.

Guidelines

1. Principal is responsible for the Management of Financial Resources of the college and reports to Management Board of Poona Jesuit Schools' Society.
2. The Principal consults with Management, Staff and various stakeholders to ensure effective utilization of financial resources.

3. The College staff supports the Principal in process of financial resource utilisation.

4. An Annual Audit of the college Books of Accounts is conducted by Patankar & Associates

Chartered Accountants.

5. Audited Financial Statements are handed over to the Poona Jesuit Schools' Society.

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

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 of the college is active and has successfully taken initiatives in various aspects of quality enhancement and continues to ensure quality assurance through a process of continuous quality monitoring. The IQAC consists of senior members of the faculty and external members, who review the feedback and data points collected from the previous

semester at the end of each semester. Suggestions are noted and communicated to

the Principal. IQAC also reviews academic and infrastructural requirements provided by

various departments and committees and plans accordingly for the next term/year.

. Feedback from the Parents and Alumni, Review of Results. Reviewing of feasibility study report of the department before the introduction of new courses/programmes. Providing guidelines for Formative and Summative Evaluation. Faculty is entrusted with the duty to determine the intended educational outcomes

of their academic programmes and activities. Assessment and evaluation of student feedback, academic and non-academic, on the

various aspects of St. Vincent College.

A minimum one member of the IQAC is a part of all college committees, they take feedback and suggestions from all the college students about available facilities, social environment, and academics through its class representatives

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

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 IQAC established the submission of an Annual Teaching Plan and Academic Audit Report for each term (25th September & 15th February) for an academic followup , IQAC also conducts a feedback from the students and parents for each subject the feedback is communicated to the Faculty to provide a base for improvement. The IQAC supports in the restructuring of the Timetable after taking into consideration Academic Audit Report submitted by the faculty members to ensure timely completion of syllabus The IQAC also reviews the API (Academic Performance Indicator - Self Appraisal) forms submitted by the Faculty annually .The form is used as a guideline for motivation appreciation and/or corrective action to enhance the quality of service provided to learners and other stakeholders.

| 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

C. Any 2 of the above

audit recognized by state, national or international agencies (ISO Certification, NBA)

| File Description | Documents |
|--|------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Upload details of Quality assurance initiatives of the institution (Data Template) | No File Uploaded |

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

SVCC recognizes and respects equality of genders and has ensured adequate measures to practice and promote gender equity. The campus has a gender-neutral and healthy atmosphere where physical safety and emotional well-being of students, teachers, administrative staff, and visitors are always a priority.

The college has an association with Local Medical Practitioner to address medical emergencies The college has an association with legal practitioners to advise on legal issues, related to injustice .The college has following committees to address issues related to gender sensitivity

1. Prevention and Redressal of Sexual Harassment Committee
2. Discipline Committee
3. Grievance Committee
4. Anti-Ragging Committee

The College has separate Common Rooms for Boys and Girls.

The College has established a Mother Teresa Vidyarthini Manch to

promote Women's Empowerment which conducts Leadership Development Camps, Health and Hygiene Awareness Programs, Personal Care Workshops, Workshop for Entrepreneurial Development and Self Employment.

Safety kits are kept at strategic places and a Sick Bay is available for students in case of any medical issues. Sanitary napkin vending machine and incinerator have been installed in the girls' washroom. The college ropes health experts to deliver lectures on nutrition and health.

WDC organizes gender sensitization programs for students and staff members.

| File Description | Documents |
|--|-----------|
| Annual gender sensitization action plan | Nil |
| 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 | Nil |

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

D. Any 1 of the above

| File Description | Documents |
|--------------------------------|------------------|
| Geo tagged Photographs | No File Uploaded |
| Any other relevant information | No File Uploaded |

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

Solid Waste Management :

The institution ensures a waste free campus. Waste Bins are placed at appropriate locations and the menial staff works relentlessly to ensure the campus is free from solid waste.

The waste collected from the campus is placed in the Garbage Bin made available by the Local Municipal Corporation who collect the waste daily for recycling.

As far as possible college tries to reduce waste by distributing Materials electronically and using Double- Sided Printing.

Scrap Papers and Office Supplies are reused to the maximum.

Water Waste :

Sprinkler and drip systems are used in the Lawns and on the Ground to ensure minimum wastage and optimum utilization of water.

Drinking Water is strictly used for drinking purpose only.

Rain water Harvesting system is implemented on the campus.

E- Waste Management :

The College uses energy efficient settings for Computers, Printers, Copiers and other Devices

Electronic Devices are powered down when not in use, reducing standby power usage.

The College prefers to purchase computers and electronics that are energy efficient.

The damaged and outdated computer spares , computer peripherals and electronic devices and spares are handed over to the scrap vendor for recycling or proper disposal.

| File Description | Documents |
|---|------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | No File Uploaded |

| | |
|--|-------------------------------------|
| 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 | No File Uploaded |
| Any other relevant information | No File Uploaded |

| | |
|---|-------------------------------------|
| 7.1.5 - Green campus initiatives include | |
| 7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping | A. Any 4 or All of the above |

| File Description | Documents |
|--|------------------|
| Geo tagged photos / videos of the facilities | No File Uploaded |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | No File Uploaded |

| | |
|---|------------------------------|
| 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 | B. Any 3 of the above |

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

| File Description | Documents |
|---|------------------|
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded |
| Certification by the auditing agency | No File Uploaded |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | No File Uploaded |

**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**

C. Any 2 of the above

| File Description | Documents |
|--|------------------|
| Geo tagged photographs / videos of the facilities | No File Uploaded |
| 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).

SVCC believes in inclusive education that translates to humanistic outreach to build better

communities and socially conscious citizens. One of our best practices and a distinctive feature of the institution includes enabling and facilitation measures for students with disabilities. A focus on inclusion at regional, linguistic, secular and economic levels is also adhered to and encouraged.

Regional Inclusion:

The admissions in various streams reflect intake of students from different regions, college organise activities to reflect the cultural diversity of our students, inter Cultural Exchange programmes are organized to promote communal harmony and to celebrate the uniqueness of each culture

Linguistic Inclusion:

The college adopts inclusive admission policy to students from rural and non- English speaking backgrounds to adjust to life on campus and to a cosmopolitan city like Pune.

Socio-economic Inclusion:

The college being a Jesuit institution strives to serve the marginalised , fees concession and scholarships are offered to students who are economically weak and also assisted to find placement.

Secular inclusion:

Since there is a large number of students and staff from diverse faiths an integral and interfaith approach to spirituality is adopted. The college has opted for an inclusive and universal approach that is more holistic. Events and the religious functions of varied religions are celebrated. The college regularly organises inter-religious dialogues to promote the culture of acceptance and respect for the variedness

| File Description | Documents |
|--|------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | No File Uploaded |
| Any other relevant information | No File Uploaded |

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

Instilling and inculcating values amongst students is a primary objective of the teaching fraternity of SVCC.

SVCC belongs to the Jesuit legacy of Ad maiorem Dei gloriam inque hominum salutem "for the greater glory of God and the salvation of humanity." is dedicated to provide value-based and high-quality education to youth, moulding them to be global citizens, and, men and women for others.

The College has adopted a set of Code of Ethics, Core Values and Professional Ethics which are communicated to stakeholders.

College conducts orientation programs and lectures on individual and social values , the topics range from educational philosophies to more subjective and contemporary issues like addiction, suicide, gender, relationships, making a choice, communal sensitivity and global citizenship.

AICUF unit also contributes as an extension of Values promotion. Guest lectures for Gender Sensitization - another important aspect of holistic education, where students are made aware of Laws such as POCSO and POSH along with other legal procedures that may be useful as survival strategies.

College conducts Workshops, Seminars and Programmes for inculcating human values.

e.g.

Joy of Giving

Social Out Reach Programmes

Caring for Mother Earth**Mental , Physical and Emotional Discipline****Inter Religious and Inter Culture exchange**

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

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

A. All of the above

| File Description | Documents |
|--|-------------------------|
| Code of ethics policy document | No File Uploaded |
| 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 | No File Uploaded |
| Any other relevant information | No File Uploaded |

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

Independence Day, Republic Day and Maharashtra Din (1st May) are celebrated by hoisting the national flag, singing of the national anthem and other patriotic songs.

On 2nd October 'Gandhi Jayanti' and on 30th January, Martyr's Day, the death anniversary of Mahatma Gandhi, activities are organised by to commemorate the principles of non violence, truth and cleanliness.

On 26th November the Constitution Day is celebrated as a concluding event to Constitution week i.e. a week dedicated to creating awareness on the Constitution of India

14th April Ambedkar Jayanti, is celebrated in commemoration of an important human value:: dignity of every human being irrespective of his birth.

Birth Anniversary of Dr.Sarvapalli Radhakrishnan - 'Teachers Day' is celebrated on 5th September every year,

26 August and 5 September 1997 are dedicated to pay respect to Mother Teresa and to inculcate the values given by mother among the students of Sacrifice and selflessness

SVCC also organises activities on various national and international days eg.: International Yoga Day, Human Rights Day, International Women's Day, World ,Environment Day Voter's Day, World Health Day, National Income Tax Day, Hindi Diwas, Marathi Bhasha Diwas etc. Birth and death anniversaries of our national leaders

| File Description | Documents |
|---|------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | No File Uploaded |
| Geo tagged photographs of some of the events | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.2 - Best Practices

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

1. Two months Online of a series of lectures by experts on

Glimpses on Religion and Communal Harmony to inculcate the values of Communal harmony and Peace among the students and the society at Large. The Lecture series aimed at introducing the value system of various religions and to elaborate on the correlation of human values which existed in a similar manner in each of the religion and to establish a harmonious coexistence with mutual respect and dignity

2.. Workshops, Short Term Courses, and Lecture series to promote the spirit of Skill Development were organized create awareness on the importance of skills and to present alternate career options to the students acquainting them to a multi-dimensional approach towards the career choices

| File Description | Documents |
|---|-----------|
| Best practices in the Institutional website | Nil |
| Any other relevant information | Nil |

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

The College has been successful in performing effectively with its vision to its noble objectives which give the college a distinct identity in matters relating to the following:

Functioning to provide an opportunity to the youth to pursue Higher Education while continuing to support the family. Providing Higher Education opportunities to the students from the marginalized sections of Society (Economically, Socially, Culturally etc.) at affordable costs Providing an opportunity to First Generation Learners and Vernacular Medium Learners to pursue Higher Education in English Providing Higher Education opportunities to learners who had discontinued education due to personal and financial constraints. The students age group varies from 18 yrs to 54 yrs. Admissions are given to students on the basis of willingness to learn and not mere academic merit, thus providing an opportunity for students with lower academic merit to continue pursuing Higher Education. Empowering single parents to provide Higher Education opportunity to their children. The college has not only been instrumental in providing academic growth for the learners but has also ensured

their all-round development to put them at par with others in areas of achieving better Personal and Professional opportunities.

| File Description | Documents |
|--|------------------|
| Appropriate web in the Institutional website | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.3.2 - Plan of action for the next academic year

The College plans to expand the current number of Divisions in the commerce section. To approach a multi-disciplinary faculty and to apply for a Bachelor's of Arts, Bachelor of Business Administration, and Diploma courses in varied areas such as Tourism, and Hotel Management.

To apply for a Research Centre to enhance the quality of Research in the institution