



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

SSR COLLEGE OF ARTS, COMMERCE AND SCIENCE

SAYLI ROAD, SILVASSA, U.T OF DADRA AND NAGAR HAVELI

396230

www.ssrracs.edu.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The SSR Memorial Trust (SSRMT) was established and registered vide **Document No: 1155/03, Registered under No. 106, at Page No.39, VOL – I of Book No. IV Dt: 17-07-2003.**

It was a great visionary effort and thought of late Shri Sanjibhai to contribute to the society by providing opportunities for higher education to the students of this region. This thought led to establishment of a self financed charitable Trust “Swargeeya Sanjibhai Rupjibhai (SSR) Memorial Trust” in 2003. The trust ventured into the field of Education to undertake the great task of setting up a chain of Institutions in order to provide better quality education to the students of this tribal region of Dadra & Nagar Haveli.

Dadra & Nagar Haveli, was a comparatively small growing place and a business hub, lacking quality educational institutions to cater to the urgent need of the local residents and industrial corridor. Shri Mohan S. Delkar understood the feelings of many concerned parents of Dadra & Nagar Haveli about the paucity of educational facilities and the need of the people to bridge the demand and supply mismatch for a higher Education Center.

Success is the sum of all small efforts. Success is doing what you want to do, when you want. If you want to succeed you should strike out on new paths rather than the travel the worn paths of accepted success. To sum up, six essential qualities that are the key to success are: Sincerity, Personal Integrity, Humility, Courtesy, Wisdom, and Charity.

The SSR Memorial Trust realized the need to educate youngsters in real sense and prepare them for the future challenges and make a good career. The Trust established a college named **SSR College of Arts, Commerce and Science- SSRACS (Affiliated to Savitribai Phule Pune University) in 2006** with courses such as **BA, B. Com and B Sc**, later B. Sc- Computer Science was added in 2007, BBA and BCA in 2009, M. Sc and M. Com in 2010 were added in the college with the help of efficient, competent and highly qualified faculty members.

Vision

Self-reliant, self-sufficing and self-respecting education for a society facing reformation.

Education for the youth advancing towards the world leader nation-India.

Education for all to eradicate social ills.

Mission

The mission of the College is to nurture the students with creativity, research orientation and finest qualities of leadership in order to excel in the work and life with servitude for the society.

To provide the dignity of labour and make arrangements for providing education against the labour.

To aim at all round personality development of the students through co-curricular and extra-curricular activities.

To provide the platform to the students by giving them an opportunity to face the challenges of the competitive world, with the utmost utilization of their potential in academic programmes, sports, and other events.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Proactive and visionary management.

A good number of UG and PG Programs, with Choice Based Credit System for all PG programs.

INFLIBNET, DELNET, Wi-Fi Campus facility

Excellent student support facilities with Earn and Learn Scheme,

Hostels facilities for girls and boys,

NSS and adequate sports facilities both for indoor and outdoor sports.

we provide quality drinking water facility to the students and staff through RO plant.

Free Transportation Facility for students and staff.

Excellent ICT facilities for the teaching-learning process.

Eco-friendly campus with green practices Plants and Rainwater Harvesting facility through Check Dam.

College conducted Carbon Sequestration, Green Audit, Gender Audit, Academic and academic administrative audit.

in sports we have International players, Rani Trophy Players as well as zonal level players,

well furnished separate boys and girls hostel.

well maintain playgrounds, basketball court, separate sports complex for indoor games.

Institutional Weakness

Most of the vernacular languages students join the college

Socially and financially deprived background of the students

Research culture and consultancy needs to be developed

Due to situated in rural area faculty retention is difficult.

Institutional Opportunity

- Improve the quality of students.
- Scope for expansion in infrastructure
- Scope for to start new courses & research centre.
- To obtain corporate CSR funds for research and college development
- To build global competencies in rural students to face the world challenges.
- With the recent changes in higher education in the globalized world the college endeavors to further increase in its national and international research, internship, faculty and the student exchange linkages.
- To strive hard for achieving excellent performance in sports, co-curricular and extra-curricular activities.
- Seeing in the future to become an autonomous institution and better manage the curriculum, admission and evaluation processes independently

Institutional Challenge

The students from the weaker socio-economic and rural background.

Self-financed programs.

To achieve excellence by involving masses from socially weaker sections.

Strengthening and making the student competent for entrepreneurship development. Improvisation in pedagogical use of ICT enabled teaching –learning.

To motivate the faculty towards sustainable, purposeful and socio- oriented research by getting research grants and claiming patents

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Effective curriculum delivery and curriculum enrichment programs form the very foundation, an institution is built upon. The College strictly follows the curriculum prescribed by Savitribai Phule Pune University. Academic calendar is prepared by all the departments which comprises curricular, co-curricular and

extracurricular activities. Subject-wise teaching plan is prepared and systematised record of the topics covered in the classes is maintained on a regular basis therein.

To strengthen the curriculum activities like seminars, workshops, expert lectures, group discussions, power point presentations, assignments, and e-learning sources are conducted. For experience-based learning Research projects, Industrial training, Field visits etc. are arranged for which make the students acquainted with the applied aspects of their subjects and also equipped them with the required skills needed for confronting the upcoming work related challenges.

In addition to the syllabus, some certificate courses are designed for the students to add to their knowledge during the assessment period. New courses introduced by the University have been implemented by the institute at P.G level. Almost all programs offered, allow elective courses and Choice Based Credit System. Choice Based Credit System has been implemented for PG courses like M.Sc. and M.Com. Students are also motivated to complete various value added courses.

Topics like Gender Sensitization, Environment and Sustainability, Human Values and Professional Ethics are incorporated in the syllabi. The NSS unit, Social Welfare committee and Guidance and Counseling Cell conduct different activities that provide students with an insight about the social environment. Enrichment programs like yoga day, environment day, plantation, motivational sessions, and lectures on moral, social, professional and ethical issues are conducted for the holistic development of the students.

The feedback from students, parents, alumni and teachers is collected, analyzed, and there after action is taken and reports are maintained. All the activities are structured and monitored by the HODs, the IQAC Coordinator and the Principal.

Teaching-learning and Evaluation

The college follows guidelines & policies to fulfill national commitment by giving admission to diversity of students, which include General/SC/ST/ OBC/ women/ differently able economically weaker section/ Minority community etc. At the beginning of each academic year, learning abilities of the students are judged through screening process and proper measures are taken to bridge the knowledge gap between students having different levels of academic capacity. Extra care is taken of Slow Learner Students, by giving them remedial coaching whereas Advanced Learners are provided with supplementary tools. Various student centric methods like experiential learning, participative learning, problem solving methodologies, etc. are used in the class room by the teachers in order to make them understand courses.

There is a proper system to monitor the teaching learning process. Feedback system, reporting by teachers, evaluation by principal is the sources of improvement in quality of teaching. The college appoints qualified and experienced teachers for traditional as well as self-financing, job oriented courses and tries to provide all necessary facilities and congenial atmosphere to retain the teachers. Under the faculty development programme, the college encourages the teachers to participate in various programmes of skill development and knowledge upgradation viz. Orientation Programmes, Refresher Courses, Staff Training Programmes, etc. During the course of study, performance is evaluated with Continuous Evaluation System. It is communicated to the students and parents for necessary improvements. The college ensures the attainment of graduate attributes by the students by involving them in co-curricular and extracurricular activities. The college also organizes

industry or field visits to provide practical links to the academic learning process. IT tools are provided to the faculty to increase effectiveness of the teaching-learning process. All these practices lead to improvement in results and the percentage of passing of the college largely remains to the higher side as compared to the average results of the University and of the surrounding colleges.

Research, Innovations and Extension

The SSR College of Arts, Commerce and Science believe in a value of Research. Research activity enhances knowledge and update society on current issues. The institute has one research guide who is continuously working in the field of commerce. The science and arts branches of the institute working in this direction and have published several papers in national and international reputed journals. The institute has provided good laboratories and other resources which boost the research process. The excellent infrastructure of institute motivates faculties as well as students, and as a result, both are working in enhancing research activities. The institute also have plagiarism-X purchased software which helps to stay away from malpractices and plagiarism. The institute had arranged Savitribai Phule Pune University sponsored national seminar also to boost the research activities. Finally, the faculty members have published two books as international level which is a great achievement for the institute.

The institute provides good facilities and directions which is helpful to faculties. Our one faculty from arts department has won best teacher award. Our sports coordinator has won gold medal in Olympics. And our faculty have received appreciation from NSA Shree Ajit Dobal for prevention of terror funding.

The institute is focused in fundamental knowledge among students since beginner level. The institute also arranged such programme which are helpful to nearby society and provide incentive to nurture young minds. The 'Arts Fest' and 'Science Ensemble' programmes are examples of this.

The institute is also aware with social issue. The institute believes in extension activities to help nearby society. Our institute is situated in tribal area. The students from our institute take part in various social issues. The NSS programme arranged every year. Students have taken intensive and taken part actively which helps rural villages with several issues like swatchta Bharat Abhiyan, AIDS awareness, hygiene issue, rally and other activities.

The institute has also several collaborations, made with industries for the purposes of research collaboration and training students in the SSR college of Arts, Commerce and Science.

Infrastructure and Learning Resources

The college is located in Silvassa UT of Dadra & Nagar Haveli and is spread over a campus of 13.5 acres. The College have Fifteen (15) fully functional Class Rooms and 4 small rooms. The class room have capacity of 120 students. The college have Girls Common Room, 2 computer labs- one for Computer Science Department and other for BBA CA Computer lab. Principal cabin, Vice Principal Cabin, Admin Office, Staff room, NSS room/ Student Welfare Room, "Prerna" The 300+ seating Capacity Auditorium, Library, NAAC Cell, well equipped Examination Department with proper storage capacity and strong room. College have six Lecture Halls with Projectors and one seminar hall (Auditorium) with projector. Our College have well equipped labs (Computer, Chemistry, Physics, Botany, Electronics, Mathematics, Zoology, Microbiology and Psychology). There is a Sports complex in the campus, having an area of 131.88 sq. Mtrs. at ground floor and 131.88 at first

floor to play Indoor games like Table Tennis, Carom and Chess. College is also having Basketball court, Volleyball ground and Cricket ground for outdoor games.

All departments are equipped with desktops with Internet connectivity (30mbps). College have installed CCTV cameras within the building and outside the building for vigilant supervision. College have also installed scanner, printer and photocopy machines in the office and exam department for smooth functioning. wi-fi enabled Campus. College is also having 02 UPS for uninterrupted power supply. Campus has a rich botanical area (More than 72 types of plants and trees).

The library has been fully automated which have rich and varied collection of books, some rare and academic journals, both national and international. INFLIBNET/ NLIST, DELNET, Library Website and D- Space facilities are available for students and teachers. Computer and internet facilities are available for the students inside the library. All facilities are maintained regularly.

Student Support and Progression

The college is open to providing counselling and guidance for course selection to every student approaching to seek admission.

Once admitted in the college the students are encouraged and guided to excel in academics along with providing details of scholarship to financially assist deserving and needy students. Thwe students are informed about various sponsored scholarship schemes provided b the administrative department, DNH, Gujarat government and several other private scholarship providers like MAA foundation.

The college also focuses on overall development of the students for which apart from academics various other indoor as well as outdoor cultural, sports, educational and social activities are conducted.

Students are provided with opportunities to participate and compete in various sports conducted at intercollegiate, district, state, national and international levels.

The institute organises various cultural events such as “College annual day – VISION”, cultural fest “PANACHE” and competitions like Rangoli, Flower Arrangement, and Mehendi Making. The students are encouraged to participate in intercollegiate, university, district, as well as state level cultural competitions.

Educational tours, Industrial visits, Field Visits, Guest Lectures, Seminars and workshops are organised for the students to provide them exposure to the world beyond academics. Small activities like snake show, sky gazing, bird watching conducted during the academics.

To inculcate social values, improve social skills and create awareness about different social issues the college organises a number of activities such as NSS, Poster Making, Skits, and Seminars.

Apart from participation the students are equally involved in organising as well as conducting these Cultural, Sports, Social and Educational Activities.

In Addition, The institute has Grievance and Redressal committee to comfort the students by discussing and sorting out any kind of issues related to academics as well as non- academics.

The students are provided information and guidance for progression to higher studies and future opportunities.

The college has established placement cell for students seeking job opportunities. For safety and support of girl students sexual harassment cell has been established.

Governance, Leadership and Management

The management guides the administrative team to work in consonance with the Mission and Vision of the college. IQAC meet periodically to monitor progress and suggest strategies. The Principal and the HODs of various departments periodically meet to take decisions on academic matters. The HOD are in complete charge of the distribution of work allotment, Calendar of events, lesson plan, dairy write ups, maintenance, management of the department and they supervise at regular intervals whether the work is getting completed on time. Admission procedure at SSR College of Arts, Commerce and Science is an example of participative management. There are several examples of successful implementation of activities based on strategic plan. An illustrative example is "Preparation of Academic Planner" in the College in the past five years is described. Organogram of the college is provided. The college has effective welfare measures for teaching and non-teaching staff like - Free transport facilities, Teachers' Day celebrations, Faculty Development Programme, Healthy and hygienic work environment, Leaves are provided as per policy etc. Professional Development Programmes (FDP) is organized by the college for teaching and non teaching staff. The College has a mechanism to monitor the multiple activities of the faculty members and to evaluate their performances through Performance Appraisal System. Training programs to the faculty and Remedial Classes for slow learners are best practices implemented as a result of IQAC initiatives. The supervision by the IQAC members ensures the proper implementation and the fair representation of the learners ensures the transparency in teaching and learning process. Regular/Periodical conduct of expert lectures under IQAC. The growth of infrastructure in the last five years has been upward.

Institutional Values and Best Practices

An academic institution is analogous to an epicentre where all socio-cultural, technological and ethical revolutions originate from. SSR College as an institution has truly justified this phenomenon and has become a milestone in the academia.

The institution has made all out efforts to ensure safe and healthy surroundings to the students and it adheres to the norms both tacit and written, laid down by the civic authorities. The institution has displayed high degree of sensitivity in acknowledging the fact that '**Youth in distress**' being a liability for the society should be firmly protected and duly counselled. Besides the institution lays due stress on woman centric schemes involving self defence workshops, Regime against Female Feticide and so on.

The institution has taken due acknowledgement of the fact the environmental pollution is a burning issue worldwide in current times which no civil society can afford to overlook. The institution has made tremendous efforts to ensure environmental cleanliness within the campus and has become a pioneer in taking green initiatives and creating a positive mindset amongst the people in the surrounding villages at large.

The institution, recognizing the special needs of the differently abled students has inducted necessary provisions into the set-up for their convenience.

The institution has a very clear, well devised strategy in place when it comes to maintaining transparency in financial and examination related matters.

The institution displays high degree of sensitivity towards the needs of the local community and conducts general awareness programs on clean surroundings, avoiding communicable diseases, girl education etc. quite frequently.

Above all the very idea, the foundation of the institution was laid down upon was to ensure good quality education to the youngsters at a meagre fee and contributing to their multifaceted growth. This objective has fully been ensured by the highly charged and immensely dedicated faculties of the institution.

In short, we under the aegis of SSR Memorial Trust are marching forward with great deal of conviction and determination and are bound to carve a niche for ourselves in the present day highly competitive academic scenario.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SSR COLLEGE OF ARTS, COMMERCE AND SCIENCE
Address	SAYLI ROAD, SILVASSA, U.T OF DADRA AND NAGAR HAVELI
City	Silvassa
State	Dadra And Nagar Haveli
Pin	396230
Website	www.ssracs.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Rajeev Gajendra Pal Singh	0260-2681103	9826143863	0260-2681102	principal@ssracs.edu.in
IQAC / CIQA coordinator	Jigna Kashinath Machhi	-	9737814510	-	jigna.machhi@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

Date of establishment of the college	01-01-2006
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University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Maharashtra	Savitribai Phule Pune University	View Document

Details of UGC recognition

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

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	SAYLI ROAD, SILVASSA, U.T OF DADRA AND NAGAR HAVELI	Rural	13.5	1450

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,B Sc	36	XII	English	132	132
UG	BSc,B Sc Computer Science	36	XII	English	80	56
UG	BCom,B Com	36	XII	English	264	264
UG	BBA,B B A	36	XII	English	88	87
UG	BBA,B B A Computer Application	36	XII	English	88	87
UG	BA,B A	36	XII	English	120	94
PG	MCom,M Com	24	B. Com. or BBA	English	60	60
PG	MSc,M Sc Organic Chemistry	24	B.Sc	English	24	24

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				57			
Recruited	1	0	0	1	0	0	0	0	28	29	0	57
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				19
Recruited	11	8	0	19
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	2	1	0	3
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	4	10	0	15
M.Phil.	0	0	0	0	0	0	3	2	0	5
PG	1	0	0	0	0	0	28	29	0	58

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

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	178	189	0	0	367
	Female	187	169	0	0	356
	Others	0	0	0	0	0
PG	Male	14	6	0	0	20
	Female	36	28	0	0	64
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	20	24	13	5
	Female	17	11	16	10
	Others	0	0	0	0
ST	Male	35	28	36	28
	Female	39	31	22	15
	Others	0	0	0	0
OBC	Male	51	70	63	46
	Female	73	70	59	23
	Others	0	0	0	0
General	Male	243	249	258	227
	Female	246	244	214	166
	Others	0	0	0	0
Others	Male	38	30	38	107
	Female	45	18	33	139
	Others	0	0	0	0
Total		807	775	752	766

Extended Profile

1 Program

1.1

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

Response: 1900

File Description	Document
Institutional Data in Prescribed Format	View Document

1.2

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	8	8	8	8

2 Students

2.1

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2334	2293	2269	2269	2269

File Description	Document
Institutional Data in Prescribed Format	View Document

2.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
428	428	428	430	428

File Description	Document
Institutional data in prescribed format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
403	402	314	335	372
File Description			Document	
Institutional Data in Prescribed Format			View Document	

3 Teachers**3.1****Number of full time teachers year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
58	60	58	57	56
File Description			Document	
Institutional Data in Prescribed Format			View Document	

3.2**Number of sanctioned posts year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
58	58	58	58	56
File Description			Document	
Institutional data in prescribed format			View Document	

4 Institution**4.1****Total number of classrooms and seminar halls****Response: 19****4.2****Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
68.92124	76.84053	55.08123	78.65611	51.22980

4.3

Number of computers

Response: 98

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The college follows the curriculum prescribed by University. The college operates UG and PG programmes keeping in mind the objective of making the students employable through holistic education.

- Adhering to university academic calendar, the institution prepares its **Academic calendar**. **Planning of co-curricular and extracurricular activities** is done for further supporting the curriculum.
- Master **time-tables** for all programs are prepared before the commencement of the new academic session and distribution of course is decided upon by the respective HODs.
- **Academic Diary** is maintained by faculties wherein subject-wise **teaching plan** is incorporated. It facilitates timely completion of the course. A systematised record of the topics covered in the classes is maintained on a regular basis therein. It also includes information about the committees the respective faculty is working on.
- **Course material and class notes** are prepared in order to be fully prepared for teaching.
- Faculty members are encouraged to adopt innovative pedagogical teaching methodology which includes **internet, e-notes and LCD projectors** apart from traditional chalk and talk method.
- The teaching is made effective with the use of **ICT, presentation through projectors, videos, models, electronic instruments, specimens and well equipped laboratory facilities** etc.
- **Add-on-programmes** like **Seminars, workshops, certificate programmes and guest lectures** by experts are organized to impart additional knowledge to the students and acquaint them with the syllabus more effectively. Students are also given exposure to experience-based learning through **research projects, industrial training, field visits** etc.
- **Regular assessment** is done by conducting tests and other methods like presentation by students, assignments, projects etc. **Remedial lectures** are arranged for academically weak students.
- **Results are analysed** to evaluate students' progress. The concerned teachers identify the areas that need further attention, necessary improvements are brought to ensure that the objectives of curriculum are achieved to the maximum extent.
- The syllabus is completed within the prescribed time and if there are constraints to complete the curriculum **extra classes** are conducted.
- Teachers prepare **Question banks** for the students and previous year **question papers** are also given to the students.
- Timely **feedback** is obtained from the students and staff and necessary changes are enforced by the HOD's and Principal. Fostering effective relationship HOD's and Principal **interact with students** to discuss their problems and necessary **action is taken** to resolve them.
- The teachers are encouraged to participate in **orientation programs, refresher courses, faculty development programmes, workshops, seminars, and conferences** to update their knowledge.
- Head of Departments conducts **meetings** where discussions are held regarding the teaching plans, timely completion of the syllabus and conducting various activities in the departments. They

maintain **minutes of the meetings**.

Accordingly, **Principal** takes review of all the aspects of teachings and extra-curricular activities and provides valuable guidance and instructions. **Meetings of College Development Committee** are organized where; the **management takes review** of all the activities taking place in the college. The management extends its support and provides necessary infrastructure which ensures successful completion of the program.

File Description	Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 3

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	0	0	0	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 0

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years Response: 0.42
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1.2.1.1 How many new courses are introduced within the last five years Response: 8

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document
Any additional information	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented Response: 75

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented. Response: 6
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File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years Response: 14.1

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years				
2018-19	2017-18	2016-17	2015-16	2014-15
177	159	72	71	69

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

1.3 Curriculum Enrichment

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

Response:

Gender Equality: Courses in B.A. program address issues like feminism, Women Empowerment and gender equality. Sexual harassment cell has been established that works to make students feel secured. Counselling sessions are organised to create awareness on issues regarding gender sensibility. Gender audit is done every year with a view to promoting the cause of Gender Equality.

Participation in programs like “Bet-Janam Mahotsav” with a view to glorifying the birth of a girl child in society shows institution’s dedication towards promoting gender equality. Such programmes help sensitizing the people in the surrounding villages to shun evil practices like female feticide and put a check on gender bias. The above mentioned programme was held on 5th July 2016. In addition, Nirbhayakanya a campaign on gender sensitivity held on the 15th, 16th and 17th of January comprised several awareness sessions designed specially for the welfare of girl child. Besides, around 100 girls were trained to defend themselves under distressed situation through a workshop held in the college on the 8th of October 2018.

Environment and Sustainability: Since Environmental studies are very important; the university includes a compulsory paper on environment awareness for second year B.A., B.Com, B.Sc. and B.C.A. students. Complete understanding of the ecosystems, the changes in environment, natural resources, Conservation, Pollution, Environment Protection, global warming, depletion of ozone layer and loss of biodiversity etc. are included in the syllabus to make the students fully aware about the environmental issues. Field survey of plant identification, horticulture, ecology study is done by Botany Department. Additionally, many other activities like Plantation, no vehicle day, Rain-water Harvesting are carried out by the institution that reflects environmental consideration.

Human Values: For inculcating Human Values, University has introduced a course for M.Com students. Besides, B.A. and B.Com curricula have been designed to justify the necessity of values like affiliation motive, companionship, effective communication, adverse effects of war and mutual hatred, empathy among rich and poor, human rights and social issues. The institution believes that instilling such universally acceptable moral ethics in student’s mind will help them for a value based life. The institution nurtures Human values by celebrating Gandhi Jayanti, Marathi divas, Swami Vivekananda Jayanti, and World Yoga Day. The NSS unit also follows the practice of adopting a village with the noble thought of helping the villagers. Ethical human conduct, mutually satisfying human behavior and trustworthy interaction with the world, ensures the development of a positive perspective towards life, career and happiness. The institution being situated in tribal area gets huge influx of local students. Teachers provide support and personal counselling to such students and help them learn the academic basics along with

teaching valuable life lessons.

Professional Ethics: Commerce faculty follows the Business ethics and Professional Values courses prescribed in University curriculum. This course prepares the students to face the professional world effectively. Teachers follow a professional code of ethics and ensure that students receive a fair, honest and uncompromising education.

File Description	Document
Link for Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 25

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 25

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 17.1

1.3.3.1 Number of students undertaking field projects or internships

Response: 138

File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise

Response: A. Any 4 of the above

File Description	Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

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

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 52.49

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
392	400	439	409	379

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 89.89

2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
807	775	752	766	751

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
856	856	856	860	856

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

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years**Response:** 75.9

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

2018-19	2017-18	2016-17	2015-16	2014-15
318	282	280	373	373

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

2.2 Catering to Student Diversity**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

- The College has adopted a well strategized mechanism to gauge the learning levels of the students. Counseling counters/helpdesks are setup on the onset of the admission process where the faculties/subject experts interact with the students, adjudge their caliber and guide them making the right choice about the subjects. The college has an in- built mechanism for the first year students which allows them to change the chosen streams / subjects within a stipulated time, just in case they find them difficult to cope with.
- Not all the students admitted in the same stream have equal IQ level. Considering this fact the College has developed a mechanism wherein the students admitted are divided into two categories, i.e, Slow Learners & Advanced Learners. The report of the subject experts involved in the counseling and guidance of the students during the time of admission and the marks/result of the student in the HSC forms the base of the mechanism. The admitted students then appear for a **Screening Test**. On the basis of the HSC result and the performance in the Screening test, students are divided as Slow Learners and Advance Learners. Special remedial classes are arranged for Slow Learners where they are provided with special, customized easier version of study notes. Their queries are sorted out by the faculties on “One to One” basis. It not only boosts their morale but also helps them come at par with the rest of the class in terms of understanding the concepts.

- Steps taken to assist the slow learners :

Meritorious students are motivated to help the slow learners.

As described earlier, remedial classes are arranged for them after the college hours.

They are duly counseled by their respective faculties. It largely helps them shun their inhibitions and become more confident beings.

- Steps taken to assist the Advanced learners:

The college has made provision for special lectures where the advanced learners are counseled about the career options / possibilities they can embark on in the future.

The Advanced Learners are motivated and provided with extra inputs during special lectures to help them compete and perform at University level.

Students performing outstandingly in university exams are felicitated during the college annual programme.

The college library has a vast collection of reference books, journals and magazines which these students are encouraged to refer to. The concerned faculties ensure that they utilize additional references to enhance the quality of their assignments and projects. The college library can be accessed from 8am to 5pm. It largely helps advanced learners spend adequate time there after the lectures get wound up.

Various departments of the college have established Academic forums which enables these advanced learners to acquire additional specialized information of their respective subjects. Students in general are encouraged to access vast range of e-books offered by the college library to the optimum. The concerned faculties try and gauge the perception level of the students and accordingly help them channelize their potential to the fullest.

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

2.2.2 Student - Full time teacher ratio**Response:** 40.24

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls**Response:** 0**2.2.3.1 Number of differently abled students on rolls**

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.3 Teaching- Learning Process**2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences****Response:**

- The college firmly believes in the idea that the teachers are the facilitators of positive growth and they advocate productive learning .However this does not allow one undermine the significance of the other stakeholders named students. Students are the soul of an institution which bring it to life and keep it alive. The college emphasizes wide range of innovative and thought provoking methodologies to ensure them a positive and rich learning experience. This student centric approach revolves around conducting guest lectures, field trips, experimental and group learning, study tours, projects, seminars etc.
- The institution duly recognizes the fact that conventional and modern day students centric methods are complementary to each other .where conventional teaching techniques allows teachers to interpret, analyze and revise the topics in detail, modern methods help them achieve global competency and overcome the gap between theoretical knowledge and its practical application in

the real life. Lecture method: Despite there being all the modern teaching methodologies well in place, the college has this practice of attaching due importance to the black board teaching. On completion of each topic, students are given assignments to write which ensures thorough understanding of the concepts and reinstates the idea that writing practice has no alternative. Interactive teaching method: The Departments use interactive teaching methods. Interactive methods are interpreted as techniques which require students' active participation in the learning process. This method involves activities such as question-answer sessions, Role playing, Educational Games, news paper analysis, class presentations, discussion of previous year's university question papers etc.

- **Group Learning method:** The college also resorts to group learning methodology. Such group activities help students improve their analytical power, stimulate their critical thinking and harness their presentation skills.
- **Experimental learning:** Experimental learning embraces organizing industrial visits, presenting pares, using modern day visual aids, conducting workshops, arranging seminars etc. Despite having the constraint functioning in a rural set up long governed by ethnic practices, conservative mind sets and lack of willingness to adapt to new changes, the institution has been making constant efforts to create a conducive environment for experimental learning.
- **ICT Enabled learning:** This form emphasizes the assimilation of information technology/computers into the process so that teaching-learning can be made more interesting and fruitful. This methodology not only helps teachers communicate more effectively with the pupils bur also help them demonstrate abstract topics in a comprehensive way . This enhances the learning capacity of the students and helps them take active part in the entire process. Facilitating students and teachers access to E-resources viz. e-books, e-journals, e-magazines etc. has added another feather to the cap of the institution The teaching learning process has further been substantiated by practical lessons, frequent use of LCD projectors and educational videos downloaded from you tube and other social networking sites. The college has a total of 8 LCD projectors which are issued to the faculties as and when required.

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

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems

(LMS), E-learning resources etc.

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 58

File Description	Document
List of teachers (using ICT for teaching)	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 40.24

2.3.3.1 Number of mentors

Response: 58

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

1 “Real-life” Learning: Teachers use real-life examples while instructing the students to make teaching process interesting and identifiable. Relating to and demonstrating through real-life situation makes the concepts easy to understand. It will ignite the interest of the students and keep them inquisitive and involved in the whole process.

2 Brainstorming: Faculty members conduct Group discussion during theory and practical sessions. It helps in developing creative thinking and innovative ideas in teaching-learning process. It encourages collective participation on the part of students and helps them develop multiple perspectives for a given problem. These sessions give opportunity to the students to voice their opinions freely.

3 Activities outside the Campus: College organizes extension activities like field trips, industrial visits, and NSS camps for students with a motive to Educate through Exposure which helps gain Experience. The objective of such visits is to provide students with an insight into the corporate world as well as social environment which helps update their knowledge.

4 Role Play: Teaching through role-playing is a great way to make students step out of their comfort zone and develop their interpersonal skills.

5 Inter-collegiate competitions: College conducts Science ensemble and Arts fest for developing the leadership and sportsmen spirit amongst the students, in which students organize and participate in competitions like poster presentation, power point presentations etc.

5 Stimulating Lab Environment: A Laboratory environment that is well-equipped and engaging helps stimulate a student's mind and helps in think and learn better. In this methods college provides LCD projectors to faculty to make learning more interesting for the students, and student also makes mini projects, posters, chart like parts of computers, list of electronic components and their functions, list of animals and their anatomy, chemical names and their characteristics.

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality

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

Response: 100.34

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 18.92

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
15	15	11	8	6

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 12.66**2.4.3.1 Total experience of full-time teachers**

Response: 734

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years**Response: 6.92****2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	1	0	1

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document
Any additional information	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years**Response: 99.66****2.4.5.1 Number of full time teachers from other states year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
58	58	58	57	56

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms**2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level**

Response:

- Awareness about the continuous internal evaluation mechanism including question papers pattern, marking scheme, different types of evaluation methods and the marking weightage to be given is given to students' at the beginning of each academic year.
- **Continuous Assessment Process is adapted** to measure students' performance throughout the academic year and regular **feedback is provided to the students for improvement.**
- **Regularity, maximum attendance and effective interaction in classroom and laboratory** throughout the session are ensured.
- Continuous assessment of student's performance in the **laboratory is done by subject teacher by checking the completion of each and every practical on regular basis.**
- In addition to University exam, **class test and assignment for the students are conducted** for their continuous evaluation process.
- **Industrial visits, workshop, seminar, group discussions, debates** are organized for students on regular basis to improve the skills of students.
- **Parent Teacher Meeting (PTM) is conducted after every midterm exam** for bridging the gap between Teacher, Parent and Student. Wherein the students' performance report is discussed with the parents in the presence of the student.
- PPT and projects are introduced in the curriculum to evaluate students' Performance.
- In order to provide provides transparency and accountability in the evaluation process answer sheets are shown to the students after evaluation.

File Description	Document
Any additional information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety**Response:**

- As per the norms and guidelines of Savitribai Phule Pune University, Pune the college follows a continuous and comprehensive internal evaluation system.
- The examination schedule prepared by the examination committee is communicated to the students through notice board and announcements in the classrooms by the concerned teachers.
- Evaluation is done by taking cumulative scores of attendance, tutorials, practicals, field projects, research projects, assignments/seminars/oral presentations and the score secured in the internal tests.
- Choice Based Credit System (CBCS) is used in PG programs and internal evaluation is undertaken as per the University rules.
- Two sets of question papers are submitted by the concerned subject teachers to the examination committee.
- As per the guidelines of the University question papers for the internal examination are prepared. The exam supervised by the junior supervisor is conducted on a common schedule.
- The concerned subject teacher informs well in advance to all the students about the syllabus of the internal exams. In order to provides transparency and accountability in the evaluation process

answer sheets are shown to students. Students' grievances are redressed in a timely manner.

- Teacher's login accounts are used to submit online internal markson the university internal examination portal. Malpractices in the internal examination are prevented by the internal squad appointed.
- Mobile phonesare not allowed in the examination hall.
- After the evaluation mark sheet of all the students are prepared and documented for the further clarification.

File Description	Document
Any additional information	View Document

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

Response:

Our college has created a mechanism for satisfaction of students' grievances related to academic and non-academic matters, such as assessment, attendance, conducting of examinations, harassment by colleague students or teachers etc. For this College has formed "**Examination Grievance Satisfaction Committees at the College and University levels examination**" and "**Internal College Squad Committee**" to deal with the grievances of the students. The details of these committees are given below

Committee at College level: College creates various committees for transparent examination related work i.e. College level examination. College appoint first year exam co-coordinator and membersfor conducting first year examination such as registration of examination forms and other work, generating and correction (if any) of hall ticket, generation and correction (if any) of result.

The Examination Grievances Satisfaction Committee consists of:

Chairperson(Principal)

Coordinator(CEO)

Member(Examination Committee)

The Internal College Squad Committee

This committee deals with all the Grievances related to academic and nonacademic problems at College level. For grievances related to the question papers, answer-sheets, and evaluation methods students are provided with the facility of revaluation, reassessment system, and provision of the photocopy of the assessed answer- sheets.

To conduct internal examinations smoothly and transparently in the college, internal college level examination committee follows the rules and regulations as per the protocol designed by SPPU Pune. If the student does any misconduct in the examinations, their complaints are put in front of the Committee. The committee follows the mechanism for resolving the issues time bound and efficiently. In case student fails or remain absent in the internal college examination then concerned subject in charge gives extra assignment or test to overcome the failure with respect to internal examination. If students have any grievances of getting fewer marks in the examinations, they can apply for revaluation of the answer-book within 15 days from the declaration of the result.

File Description	Document
Any additional information	View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

First Academic Calendar provided by the SPPU and according to that in our college the departmental head prepare the academic calendar under the guidance of Principal, Vice Principal to conduct the academic and non academic activity like, starting and ending of semester, display the examination (Internal and External) date, Cultural activities, Seminars, workshop, Study tours, sports, vision, NSS Camp, Educator development program, and other curricular, co-curricular and extracurricular activity dates are finalized in the academic calendar and also provide the list of holidays.

The academic Calendar mentions the teaching learning schedule of academic year and continuous internal evaluation.

The college regularly conducts meeting of various committees to ensure the proper functioning of the academic, cultural, sports and examination related activities.

It is mandatory to submit the report to the principal after completion of activity.

File Description	Document
Any additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

- Program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in the website and are communicated to staff and students.
- The program specific outcomes and course outcomes that bring out the objective of individual courses are given in the syllabus and can be downloaded from Savitribai Phule Pune University Pune website.
- Syllabus is given and discussed to the students at the time of commencement of the session and is also available on the university website.
- The faculty prepares the lesson plan which includes the mapping of program outcomes. Students are motivated towards course outcomes throughout the course of the programme.
- Each faculty maintains an Academic Record of the students in which COs and its mapping with POs is mentioned. It helps faculty to design assignment and other evaluation methods in line with the COs.
- The teaching learning process and assessment methods are to be designed in such a way to attain the Cos. It is ensured that the student is able to acquire the knowledge or skill required.
- POs of all the faculties are highlighted through career options open to students after completion of the programs. Alumnae of various faculties are invited to interact with both the students and teachers during the Alumni Meet and at other events and meetings. They share how the different courses shaped their careers and thus help students appreciate the program. This is also an opportunity for the teachers to take feedback on the courses that need to be improved and the components which will make them more relevant.

File Description	Document
COs for all courses (exemplars from Glossary)	View Document
Any additional information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

- The university has explained Objectives and Learning Outcomes of the various courses and programs.
- The Course Learning Objectives determine course content and assessment strategies. They ensure the implementation of outcome based education. Thus the teaching, learning and assessment strategies are structured in such as way so that, they facilitate the achievement of the intended learning outcomes.

- Data about outcome of learning by the students are collected regularly and on continuous basis. Not only physical presence of the students are counted but also their performance in mid-term exam, in internal evaluation (assignments, projects, presentations etc.), and their performance in end-term exam are noted and analyzed through software i.e. 'Vridhhi' (ERP). Faculty members play advisory roles to discuss decline in students' performance, if any, by discussing with the students.
- The Degree Certificates are conferred every year in the college to all the students.
- The student who achieves **rank in the university** is rewarded in the 'Vision-Annual Fest'
- Alumnae are invited to guide the students about scope of the program and skills needed for seeking career.

Sr. No.	Name of Student	Seat No.	•	•	•	University
1.	Parmar Rinkal Kumari PravinSingh	1.	T.Y. B.Sc.	Mar/Apr 2015	•	1.
1.	Saha Jyoti Sambhu	1.	T.Y. B.Sc. Computer Science	Mar/Apr 2018	Computer Science	1.

- College takes initiative for students' placement.
- The departments track how many students who successfully complete the course seek employment or go in for higher studies.
- Continuous assessment provides feedback on the efficacy of the teaching-learning process and learning outcomes of each course.
- The institution regularly and systematically monitors and evaluates the quality of teaching in the following ways:

Meetings are conducted twice in a semester to get feedback on various aspects such as syllabus completion, academic progress and the difficulties faced by students if any etc. Efficiency of the teacher in delivery of content and simplifying difficult concepts for the benefit of slow learners is obtained through students' feedback.

File Description	Document
Any additional information	View Document

2.6.3 Average pass percentage of Students

Response: 72.11

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 411

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 570

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

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.18

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Percentage of teachers recognised as research guides at present

Response: 1.72

3.1.2.1 Number of teachers recognised as research guides

Response: 1

File Description

Document

Any additional information

[View Document](#)

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

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

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other

initiatives for creation and transfer of knowledge**Response:**

The nation is in need of young talents with innovative thinking to develop and produce new products to face challenges to Science, Environment, Industries and Society. In order to enhance new thinking in science and innovation, higher educational institutions should start some activity regarding innovation and incubation centres. This will help the young mind to represent their idea to actual platform. This activity will also help them to convert their idea in to actual practical applications. These activities will be helpful to young students to focus on better employment and also the industries will get skilful employees in very beginning stage. The proper training in incubation centres will also focus to encourage students for their own start-up.

Thus, as our college, believing the same, the undergraduate and post-graduate students from Arts and Science faculties are encouraged with our two platforms as *Arts Fest* and *Science Ensemble*. Our college is organising these both events almost every year.

The *Arts Fest* programme includes huge participation of undergraduate and postgraduate students from our college, outside the colleges and schools from entire Silvassa as well as apart from Silvassa like Vapi, Daman, Umargam, Valsad, Pardi, and Dhanu area. Students show their talents in various competitions like poetry, skit, debate and other various events. This provides innovative strategies of development in students, where they are encouraged to innovate and showcase their talents.

The *Science Ensemble* programme includes also huge participation of undergraduate and postgraduate students from our college, outside the college's schools from entire Silvassa as well as apart from Silvassa like Daman, Umargam Valsad, Pardi, and Dhanu area. Students show their talents in various competitions like working model, static models and website development, mathematic quiz competition, talk show and other science events. This provides innovative strategies of development in students, where they are encouraged to innovate and launch their talents.

In, all the events of, the *Arts Fest* and the *Science Ensemble*, the college has felicitates student participants who came across the area with awards and trophies who won particular events.

Our institute also arranged expert lecture series to motivate and encourage students on interview skills, facing interview and yoga session.

Our Arts Association arranged poster competition on current issues, students takes parts actively and awarded with prize. Arts Association also arranged movie screening to awake nationalism in students. We have also arranged Seminar on vibrant software.

So, here, we are trying to nurture the young talents by providing proper guidance and proper platform which will results in bright future of students an society.

Our college is also certified as Pune University's Incubation Certificate.

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

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 15

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	1	2	5	1

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

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

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

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years**Response:** 0

3.3.3.1 How many Ph.Ds awarded within last five years

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

Response: 1

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years**Response:** 0.16

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

2018-19	2017-18	2016-17	2015-16	2014-15
9	0	0	0	0

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

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years**Response:** 0.35

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

2018-19	2017-18	2016-17	2015-16	2014-15
14	1	3	2	0

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

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Our college has taken initiatives for extension activities to motivate Students to take part and engage them in different program that promotes ideal citizenship and social service to the community.

The students from our institute won **first prize** in *Rangoli competition* in **WORLD AIDS DAY** arranged by NACO. Our student team won **First Prize in 2015, Second Prize in 2018** in **Hindi Patriotic Song** in **Hindi Pakhwada** arranged by **Admin. Of UT-Dadra and Nagar Haveli** also faculties won **Second Prize** in **2015**.

Our College Volunteers actively participated in **Walk For Young Women's Dignity** organized by **Prajapita Bramha Kumaris Ishwariya Vishwa Vidyalaya**, Silvassa. As our first year student have to undergo compulsory medical health check up

College has organized **Medical Health Check Up Programme** with our student Volunteers. As Sickle cell anemia is the most common genetic disease among the tribal population, in the view of this Directorate Of Medical And Health Services Dadra

Nagar Haveli in association of our college has organized awareness lecture and screening for **SICKLE CELL** for first year students in our college under **Sickle Cell Anemia Control Programme** with our student Volunteers. The institute is also believes in Nationalism. After Pulwama Terrorist Attack, the institute arranged a large rally with students in Silvassa to support our brave soldier and our Prime Minister. The students took part in the celebration of Malaria Day with Directorate Of Medical And Health Services Dadra

Nagar Haveli to aware people about prevention of this kind of deadly disease. An **Awareness Rally** was organized our college to spread awareness about the **TUBERCULOSIS**. Our college has been organized a session for Tobacco Control Programme for the students. Under the mission of clean and hygienic india, our students has taken part actively with our teaching staff, to construct the toilets in rural area to maintain hygiene.

The beginning of the Academic year Started with the celebration of the **"Freshers Party"** for B.Com, B.Sc, BA, BBA, CS, BCA, M.Com & M.Sc to encourage them.

The students participated in various activities like *Self-Defence for Girls* on large scale in the college campus where more than 100 students have taken part. Our student also won prizes in **RIVERA 2018 and RIVERA 2019** held at **KBS College of Arts, Commerce & Science, Vapi**.

Every year we arranged Sports Event, All the winners awarded with trophy and certificates.

Every year we celebrate **Independence Day** and **Republic day**, in all three events the chief guests from various filed like, Army, IPS, Industries, and academics are invited where they gave their motivational speech and students are motivated for the integrity of Nation. Students also take part in such a celebration. They motivate the entire atmosphere with their Patriotic Songs, Speech, Skit and balloon flying activities. We also celebrate numerous cultural events through **Cultural Committee**. The objective of “**Vision**” i.e. mega cultural fest of SSR College Campus isto encourage all students to develop positive personal, cultural and social diversity through the valuing and celebration of achievements and of cultural and/or religious events.

File Description	Document
Link for Additional Information	View Document

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

Response: 2

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	1	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.4.3 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 last five years

Response: 37

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., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
7	9	8	9	4

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

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 0.75

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	9	7	5	0

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

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 44

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
44	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 3

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
2	1	0	0	0

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

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Teaching -Learning Equipment's in classroom:

The college is located in Silvassa UT of Dadra & Nagar Haveli and is spread over a campus of 13.5 acres. The institution has Fifteen (15) fully functional Class Rooms and 4 small rooms. The class rooms have capacity of 120 students. The mode of teaching is both conventional Chalk & Talk method along with Digital mode.

The college has Girls Common Room, 2 computer labs- one for Computer Science Department and other for BBA CA Computer lab, Principal cabin, Vice Principal Cabin, Office, Staff room, NSS room/ Student Welfare Room, “**Prerna**” The 300+ seating Capacity Auditorium, Library, NAAC Cell, well equipped Examination Department with proper storage capacity and strong room,. Our college has the following facilities :-

- 1.High Speed Internet Facility(30 mbps)
- 2.Notice boards
- 3.High Quality Computer Lab with 70 PC's
- 4.Well Equipped Labs (Computer, Chemistry, Physics, Botany, Electronics, Mathematics, Zoology, Microbiology, Psychology)
- 5.Wi-Fi Campus
- 6.Sound and Rich Library with In-flibnet Facility (N-List) and DELNET
- 7.Six Lecture Hall with Projectors and one seminar hall (Auditorium) with projector.
- 8.Rich Botanical Area (More than 72 types of plants and trees in campus)
- 9.02 UPS for uninterrupted power supply

Modern equipped Class Rooms and ICT enabled class Rooms

More than 87% class room having 120 seating Capacity (13 Classrooms), 13% class room having 30 and 24 seating capacity. Out of them 6 class rooms are having ICT facility and one auditorium is equipped with ICT facility. Our auditorium which can accommodate more than 300 students. Our Trust has common PA system for all the colleges of the trust for conducting programmes.

One of the labs has been upgraded to Smart Lab, screen, computer, with Wi-Fi facility.

One staff room is there which is also used as meeting room.

Library facilities:

The library has been fully automated which has a rich and varied collection of books, some rare and academic journals, both national and international. Library is having area of 134.10 sq. Mtrs with 44.1 Sq.Mtrs Book Storage areas.

DELNET and INFLIBNET/ NLIST facilities are available for students and teachers.

Computer and internet facilities are available for the students in the library.

Computing equipment and internet facilities:

All departments are equipped with desktops with Internet connectivity.

College also installed scanner and printer in the office.

CCTV

College has installed CCTV within the building and outside the building.

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

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

Response:

Physical Education and Sports Department:

Physical Education and Sports department was started to develop students physically, mentally, intellectually and emotionally well. Teams of different sports were sent to Intercollegiate and Internal Zonal sports competition. The College has provided sufficient Ground for athletes. Players play various Outdoor games like Cricket, Basket ball, Volley-ball and Track and field games like 400 meters Running Track, Shot put, Discus throw, Javelin throw Long jump etc. There is a Sports complex having area of 131.88 sq. Mtrs. at ground floor and 131.88 at first floor to play Indoor games like Table Tennis, Carrom and Chess.

Department also organizes various lectures for awareness of health, Fitness & Sports under Physical Education Scheme of SPPU. Department also conduct fitness test of student to understand the fitness level of individual. Department also organizes Physical Education Scheme exam every year as per university rules.

After understanding the needs of athletes, Director of Physical Education gives counselling of various athletes, So that they will get Employment or starts own Business (Sports Related) which will help athlete directly or indirectly for his training.

Our College organizes **Sports meet** every year. Informatics Yoga practice and relative programmes for healthy life of students and staff.

Cultural Activities:

The college has adequate facilities for Cultural activities. Cultural room and Play-ground is used for the events related to cultural activities.. The College also conducts every year various cultural events in the form of Freshers Party, Navratri celebration, Musical competitions, Cultural days whereby the students gets an ample opportunity to showcase their talents and develop the organizational and leadership skills among the Students, college also organises various competitions both in house and out of campus and have won several awards to their name which have enlightened the institutions name thereby promoting the institutions goodwill and reputation to the next level.

Students have participated and won several prizes in the events conducted by Roffel Institute of Management Studies Vapi Youth Festival, KBS College of Commerce, Vapi to name a few. Our students have also won different prizes in Patriotic song competition, Essay writing, elocution competition in “Hindi Pakhwada” an initiative taken by the Central Govt. of India being organized by the Department of Hindi, UT (Dadra & Nagar Haveli) every year. There has also been active participation by the students for different events conducted by Department of Tourism “The Monsoon Magic Festival” where the students have also won different prizes.

At an every alternate years the college also organizes “VISION” an Grand Annual Day celebration for the students whereby students of different streams participates in various events in the form of Dance, Singing and musical shows throwing lights to the colourful shades of the college thereby adding wings to the fire.

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

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

Response: 36.84

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 7

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
any additional information	View Document
Link for additional information which is optional	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 3.75

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
2.82276	1.31626	2.95754	3.08400	1.88187

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document
Any additional information	View Document

4.2 Library as a Learning Resource

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

Response:

Vriddhi Software (ILMS)

Vriddhi is Full Version Brilliant software for the college management. This is at present universally used in various colleges established in Maharashtra State of India. Its helps in maintaining data of books issued to learners and books available in the library. This helps librarians to any particular book at any given time in the library. This kind of library management system can be easily customized as per individual's requirement. It is easy to use interface and immediate reporting make things easier for the college library staff. For easy arrangement, such type of system divides the books on biographer name, manuscript group, publisher and more with the help of barcode.

other features of the software:-

- OPAC (Online Public Access)
- Issue Date
- Return Date
- Book Catalogue with different genres
- Number of Books Issued
- Number of Books available
- Collection & calculation of fine on the individual book

The detail of Vriddhi Software is as follows:

- Name of ILMS software :Vriddhi 2.0
- Nature of automation :fully
- Version :Vriddhi 2.0
- Year of Automation :2015

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

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The college Library was established with the establishment of college. College Library makes all efforts to acquire useful books including rare books, Encyclopaedias and other knowledge books.

Since the year of its inception, the library is enriched with the collection of 7583 books, 12 journals, 26 magazines, 7 Newspapers, 242 CD/DVD. College library also subscribe N- List programme, DELNET(Shared Access) and NDL.

. E-resources are available on the library website, web portal links and Library also provides additional linkages for rare books and manuscripts;

<http://www.rarebooksocietyofindia.org/>

<http://rarebookroom.org/>

<http://borilib.com/repository/search/browse/all>

<http://ssracslibrary.webs.com/>

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

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

Response: A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.13

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.7434	0.41221	1.39291	2.78797	0.3294

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 11.33

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 98

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

College aims at providing the futuristic facilities to its students so that they can utilize these resources to reach greater heights. To enable this, the institution frequently updates its IT facilities to provide its students with the best of facilities. College has enormous and latest IT Infrastructure to support the teaching & learning processes. We have different ICT equipments like Scanners, Printers, LCD Projectors, Wi-Fi modems, Speakers, Pre-sound Amplifiers, and Microphone etc.

Sr. No	Name Of It Facilities	Quantity	Upgradation year	
1	Number of Computers	117	2015,2016,	
			2019	
2	Number of Laptops	02	2018	
3	Number of Printer	10 laser + 2dot Metric	2006,2008	
4	Number of Xerox Machine	04	2010,2012, 2016	
5	Number of switches	10	2012	
6	Number of Modems	02	2012	
7	Wi-Fi facility	30 mbps	2016,2019	
8	Number of Projector	07	2010,2013, 2019	
9	UPS	02	2013, 2016,2017	
10	Number of Copier	01	2012	
11	Bar code Scanner	01	2015	
12	Web Cam	01	2016	
13	CCTV Camera	26	2016,2017	
14	DVR	02	2016,2017	
15	Bio Metric Scanner for Attendance of	01	2011	

Employees

LAN facility:

One network across the campus and access internet/intranet resources under uniform network policy

Proprietary software:

Sr. No	Name Of software	Quantity	Upgradation year
1	Windows 7	25	2010
2	Ms office	25	2010
3	Quick heal EPS Antivirus	73	2016,2019
4	Tally	01	2008
5	Vridhhi software (College MNG. System)	01	2012
6	Windows server 2008	01	2010
7	Payroll Software	01	2017
8	Plagiarism Software	01	2019

File Description**Document**

Link for Additional Information

[View Document](#)**4.3.2 Student - Computer ratio****Response:** 23.82**File Description****Document**

Any additional information

[View Document](#)**4.3.3 Available bandwidth of internet connection in the Institution (Lease line)****Response:** 20-35 MBPS**File Description****Document**

Any additional information

[View Document](#)

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)**Response:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 21.64

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

2018-19	2017-18	2016-17	2015-16	2014-15
14.19	30.84	8.88	22.01	1.74

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

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

Institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college:

Building infrastructure

- There is a Maintenance committee to look after the maintenance, repair and constructional work related to the building. Construction. All work is done through tender system as per standard norms.
- During all maintenance and up gradation work related to civil and electrical a supervisor is assigned by the college authority to verify the work done by the contractors.

- The college has UPS system for uninterrupted power supply.
- Separate committee for the discipline, decorum and development and maintenance of campus.
- Maintenance of toilets and service areas are done by the cleaning staff.

Computer & IT infrastructure

- Maintains Dead Stock Register regularly to keep account of the equipment and infrastructure, like computers, printers, etc.
- Maintenance and up gradation is looked after by computer maintenance team(Lab Assistants) from time to time.
- For the regular maintenance of computers installed in Office, Library, B.C.A. Lab., Computer, science labs, library and department the help of outside agency is taken whenever necessary.
- Annual Maintenance Contracts (AMC) for Vridhhi software used in different departments is renewed regularly to ensure their good service.
- Intercom facility is made available for the smooth communication.
- CCTV cameras are installed inside the building and outside the building for the vigilant supervision and safety purpose.
- The help of “3W CREATORS LPP” is taken for up gradation of Website.

Laboratory Equipment's/ Machineries

- Gas connection pipe line is checked regularly for any leakage by staff (teaching & non teaching) or by any able technician (outsourced).
- Maintains stock register by laboratory for keeping a list of chemicals, glassware and any other instruments used in the laboratory.
- Maintains Dead Stock Register regularly to keep account of the equipment and machineries etc.
- The laboratory equipment is maintained at the departmental level by the staff or through hired technicians annually and/or whenever necessary.

Furniture's/ related items

- There is staff to look after the maintenance and repair work of furniture and fixtures and other physical infrastructure. He brings into the notice of the authority the need of repair work and certifies after the work has been completed.
- To upkeep of classroom duties are allotted to non-teaching staff (i.e. Peons) keeping and maintenance of the furniture college is done by the college carpenter team.

Fire Safety Unit:

- Each floor and the surrounding premises of the college is installed with adequate fire safety devices, especially in the Laboratories which is high risk area.

Hostels

- College has Boys' Hostel and Girls' hostel. Hostel Monitoring Committee up keep all facilities and cleanliness of environment in girl's hostel and boys hotel.

Bio-metric Machine

- College has the facilities of Bio-metric Machine to maintain the arrival and departure of faculty members and remained staff.

Library

- Library staff and Library committee of the college are engaged in the maintenance of the reading room and stock verification of library books.

Vending Machine for sanitary napkin

- College in association with the Govt. Civil Hospital has installed three sanitary napkin vending machines in college. One machine is installed in ladies staff washroom and two machines in two different girls wash rooms. The help of civil hospital is taken for the regular maintenance of the 'Vending Machine' provided for the female students and staff.

free bus service

- Free bus service for the students and staff from Silvassa to college Campus.

Canteen

- For good and nutritious food college has canteen facility and recreation area.

Annual Maintenance Contract (AMC) and other maintenance team is provided for the following service-

Particulars	List of Service Provider
House Keeping in Hostel and College campus	Campus maintenance team
Campus garden	Campus maintenance team
Hostel	Hostel Monitoring team
Photocopy Machine	Per copy Contract with Pulse Marketing (AMC)
Library Software	Vridhhi Software (AMC)

Software for office work	Vridhhi Software (AMC)
Software for exam department	Vridhhi Software (AMC)
Website Maintenance	3W Creators LLP , Web Solution Company (AMC)
Classroom furniture	Campus maintenance team
Bio-Metric Thumb Machine	Outsourcing (as per need)
Water coolers	Shree sai Enterprise, Vapi.
Maintenance of AC	Shree sai Enterprise, Vapi.
Fire safety	Shayona Trading(AMC), silvassa
Gas Pipeline	Ashapura (As per need)
UPS BCA lab	Power management services, Ahmadabad (As per need)
UPS Exam Dept	Network tech lab Pvt. Ltd.Vapi (As per need)
Intercom	Shreeji telecom, silvassa (As per Need)
CCTV	Right click InfoTech and Madhavinfotech,Silvassa. (As per Need)
Sanitary napkin vending machine	College team and Civil hospital silvassa. (As per need)

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

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 2.06

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

2018-19	2017-18	2016-17	2015-16	2014-15
35	43	50	106	1

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Any additional information	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 3.69

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

2018-19	2017-18	2016-17	2015-16	2014-15
6	11	23	39	61

File Description	Document
Any additional information	View Document

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

Response: B. Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 12.57

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

2018-19	2017-18	2016-17	2015-16	2014-15
61	0	128	293	0

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

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	View Document

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

Response: Yes

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

5.2 Student Progression

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document
Any additional information	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)**Response:** 88.09**5.2.2.1 Number of outgoing students progressing to higher education****Response:** 355

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

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)**Response:** 60**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) year wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	3	0	3	1

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
13	3	0	3	1

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

5.3 Student Participation and Activities

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

Response: 6

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

2018-19	2017-18	2016-17	2015-16	2014-15
3	2	0	0	1

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

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The student association has elected office bearers comprising a chairman, sports coordinator, NSS coordinator, member students etc. and class representatives from first, second year, third year. There are elected positions for looking after extracurricular activities, and other cultural and academic events throughout the year besides students in other supporting positions. the selection of students council has been elected democratically.

The Student Association is guided by principal sir and staff of the college.

The chairman has general responsibility for coordinating the activities of the student council and overseeing the publicizing of the affairs of students body. He shall not have any voting privileges. role of faculty member is to maintain positive environment among council. Sports director responsible for administrative leadership to support students programme. The role of GS is very important in students council. His role is important for smooth conduction of events like sports, annual programme, cultural events, days and also have information regarding students problem related with college and education. The Student's Association enrich the cultural and corporate life of the college providing opportunities to students to expand their horizons.

Students representing from NSS responsible for NSS activity related work. Students representing from cultural involve in all cultural activity and extracurricular activities.

The various societies provide a platform for participation of students in Intra College as well as intercollege events under the Students' Association. The student staff advisors chosen from the college faculty guide and mentor the association.

Various academic and administrative bodies that have student representatives on them include all co-curricular committees, sports, NSS, required students council. These events are led by the students and conceptualized in consultation with staff advisors. These events broaden the scope of education besides providing students to show-case their talents and learn managerial and organizational competencies.

The events can be classed as: Initiating the new students through Orientation and spot the Talent features National Memorial days: Gandhi Jayanti, Independence day Socio-Cultural events: Teacher's Day, Classical art performances, convocation programme, farewell to outgoing students and Faculty Competitions and campaigns, inter college events in different areas.

Outstanding talent identified through the above events represents the college in group events or solo performances in festivals organized by colleges. It provides an opportunity to the students to express their flair for writing and creativity through articles, poetry, photographs, paintings, sketches etc. It also highlights the major accolades and prizes won by the students in various national and inter college competitions.

File Description	Document
Any additional information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	2	2	2

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

List of Activities by Our Students:

1. Mr Mrunal Sathe invited as a resource person for guest lecture on **Animal Systematic** topic for T.Y.B.Sc students Dated : 10th august 2018
2. Ms. Priyanka Lahote invited as a resource person for guest lecture on topic **Scope of Mathematics** after B.Sc on 11th December 2018
3. Mr. Hitendra Kahar invited as a judge for dance competition on **Arts Fest 2018** dated 8th December 2018
4. Mr. Sagar Dhoble invited as a judge for dance competition on **Arts Fest 2018** dated 8th December 2018
5. Ms. Neha Namdev invited as a resource person for guest lecture on **Parasitology** for T.Y.B.Sc students on 25th jan 2017
6. Mr. Rajesh Nadkarni invited as a resource person for the subject of **Income from salary** for B.Com Students dated 13th January 2017.
7. Mr. Vaibhav Bhujbal invited as a resource person for the subject of **Income from salary** for B.Com Students dated 13th January 2017.
8. Mr. Chaitanya Raval invited as a resource person for guest lecture on **Importance of Transformation of Equation** dated 26th August 2017
9. Mr. Rahul Gautam invited as a resource person for guest lecture on **Future of Physics** for T.Y.B.Sc Student 8th November 2016
10. Mr. Nilabh Kaushik invited as a resource person for the subject of **Tally** for B.Com Students dated 29th November 2016
11. Mr. Vipul Patel invited as a resource person for guest lecture on **Haematology** on 16th December 2016
12. Mr. Afzal Shekhada invited as a resource person for guest lecture on **Career Guidance** for Higher Studies on 5th April 2016
13. Mr. Bhavin Bhatia invited as a Judge in **Intercollegiate Dance Competition** Dated 4th December 2012

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

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

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 4

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Any additional information	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Vision of College:

To emerge as a “**Centre of excellence**” and “**Global hub for knowledge**” with

1. Cutting-edge research & development of skills to create entrepreneurs capable of contributing in different fields.
2. To emerge as a brand name and synonym of Education for students at global level.

Mission of College:

The mission of the College is to nurture the students with creativity, research orientation and finest qualities of leadership in order to excel in the work and life with servitude for the society.

Objectives for Leadership

The Objectives for Leadership is as follows:

1. To provide quality education to the students from various parts of the society, to make them academically and technically competent
2. To improve existing infrastructural facilities of the college
3. To create higher levels of intellectual abilities
4. To create centres of excellence for research and development and for sharing knowledge and its application
5. To lay emphasis on teaching, research and extension activities
6. To inspire the students to remain uncorrupted and lead a dignified life
7. To lay emphasis on character building by imbibing strong moral characters

File Description	Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

There are various levels at which decentralization is practiced. The Management takes major policy decisions relevant to policy, finance, infrastructure etc. The members of the College Developing Committee (CDC) discuss matters related to teaching and non-teaching staff and the College budget. The College practices the policy of decentralization & promotes a culture of participative management in academic, administrative and financial aspects.

Academic Aspects:

- **The Principal** is authorized fully by the management to take all the decisions. The ideas pertaining to academic goals, organizational progression and better campus life are collected from faculty members to promote efficient functioning of the College.
- The Principal along with Vice principal decide the regular routine work.
- **The Heads of the Departments** are in complete charge of the distribution of work allotment, teaching plan, academic plans, maintenance, management of the department and they supervise the smooth functioning.
- **The faculty members** help to create a harmonious and positive attitude in the College leading to increased efficiency, improved communication, heightened morale, motivation and job satisfaction.

Forum Aspects:

- The faculty members take lead in organizing various academic and extracurricular activities in the college. The members of the activities are changed every year to bring out a variety in the programs and experiences.
- The students are an important part of the forum activities. The students are trained to manage and organize the events, pre and post of it, planning as well as documenting it. So, students get a chance to explore their capabilities and get an insight into new developments in the area of their interest.

Administrative Aspects:

- The self appraisal form duly filled in by respective faculty member and appraised by the HoD is sent to Vice-Principal and is finally approved by the Principal
- Office superintendent heads the administrative wing of the college. The college is completely self-financed and staffs are delegated with responsibility of Establishment, Finance and Examination.

Case Study: Admission procedure at SSR College of Arts, Commerce and Science

The Admission procedure at SSR college of Arts, Commerce and Science is a perfect example for decentralization and participative management. The Admission Committee is formed under the guidance of management. The admission committee members start their work with the preparation of the Prospectus and they follow the rules and regulations governing the admission procedure given by the university. The college has offline admission process following the guidelines provided by Savitribai Phule Pune University, Pune. Admissions are analysed using Vridhhi Software with each and every detail and can be accessed anytime. The admitted students' details are sent to Savitribai Phule Pune University, Pune for Eligibility process to get the Eligibility Number (EN) and Permanent Registration Number (PRN). Every year the diversity related to students is observed with reference to other vernacular medium and different State Boards. Also as our College is situated in the tribal area it has a great impact in the enhancement of

the education status of local community.

File Description	Document
Any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Each year, the College undertakes to fulfil the plans stated in its Plan of Action, prepared by various committees as per the emergent needs, and reviewed and approved by the Principal and the Management. There are several examples of successful implementation of activities based on this strategic plan. Here, an illustrative example is “Preparation of Academic Planner” in the College in the past five years is described below.

The case study of the preparation of Academic Planner

The college functions with the method of decentralized governance system. The Vice-Principal along with the head of the department has been given with the authority of deciding the activities and allotting the responsibilities to the staff members. The department plans on time table, subject allocation, purchase and maintenance of equipment and consumables, workshops, guest lectures and recommends necessary industrial visits, in-plant trainings, internships. The college functioning effectively with the culture of participative management which enables the faculty to give their opinion and suggestions for improvement. All the academic activities are decentralized and decisions are taken based on discussion in the committee meetings, department meetings, faculty meetings, HODs’ meetings with Principal. The Principal coordinate with the management, administration, departments HOD. Participative management provides extensive scope for having collaboration among the departments and ensures the quality of planning and implementation of all the activities in the college uniformly and as a team. Every year Academic Planner is prepared at the commencement of the academic year. Principal & Vice Principal will convene the HODs’ meeting.

- Re-opening for the next academic year
- Working days / term end exam days
- Association activities (Arts fest, Commerce Fiesta, Science Ensemble)
- Guest Lectures
- Industrial Visits
- Internships
- Industrial Training
- Placement Training
- Internal Quality Audit Days (Laboratory stock audit)
- FDPs / Workshops / Conferences
- IQAC Meetings
- NSS camp

- **Sports day:** State Level, Zonal / Inter – Zonal and University/ Inter– University
- **College Functions:** Women's day, Teachers' day, Sports days, College days, Cultural and Graduation Day

The schedule approved by the Principal will be sent to Management's approval. After receiving the approval, permission will be granted for the committees concerned for the preparation of Academic Calendar. Nearly 95% of the events as per schedule is conducted every year. The remaining percentage rescheduled due to unforeseen reasons with the approval of Management and Principal. The prior preparation of academic planner helps in identifying resource persons and a chief guest for different activities mentioned and enables the management to invite celebrities for the bigger functions. Further, student's activities are designed as and when the academic planner provides the available time. Smart class rooms, seminar hall, Auditorium, sports complex, and Basketball court are the venues for the above mentioned activities.

File Description	Document
Any additional information	View Document
Strategic Plan and deployment documents on the website	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The line of hierarchy is maintained and to ensure uniformity and unity among its various committees and cells, code of conduct is implemented.

Functions of various bodies:

Trust: Trust provides financial assistance for college as and when required. Besides this, trustees act as an adviser for the college. The Governing Body of the college is the apex body which acts as the supreme authority of the college. The governing body is responsible overall for the smooth conduct of college. It is responsible for setting targets & then monitoring all activities accordingly. This encompasses the purpose and mission of the college.

Principal is the chairperson of administrative and academic activities of the college. Principal is responsible for determining the strategic objectives and policies for academics and to see that the college functions according to the rules and regulations framed by Savitribai Phule Pune University, Pune.

College Development Committee (CDC) makes recommendation to the management for the improvement of the standard of teaching in the college. CDC recommends to the management the creation of the teaching and other posts.

Vice Principal may also take care of day today activities.

Administrative Office: Accountant is to look after daily receipts-payments, Balance sheet finalization, annual accounts and financial estimates of the college, annual budget and revised estimates, fixes the limits of total recurring and non-recurring expenditure and submits the same to the Board of Management for final approval.

HODs take the responsibility of heading all the administrative and academic activities of the department. The HODs possess both the academic and the financial autonomy in accordance with all academic aspects.

Teaching Staff: Faculty members undertake teaching, research and service roles to carry out the Curricular, Co-curricular and extra-curricular work of college.

Computer Lab Technicians perform basic computer troubleshooting including software and printer maintenance. Computer lab attendants are the front-line of service to students and staff making use of IT Services labs.

The lab attendant ensures that the lab environment is appropriate for users to complete their academic and computer related and other tasks.

Librarian offers referral service, information and teaching resources. Libraries are found to play an important part in the education, development and promotion of Human Life.

Grievance Redressal Mechanism:

College has its own grievance redressal mechanism which is handled by a separate committee. An organized procedure is followed for redressing grievances regarding academic matters, library, transportation and other central services. Staff grievances are discussed one to one at meetings with the Principal. They are sorted out at the college level. Only serious grievances are brought to the notice of the Management and are resolved in a cordial manner.

Committee:

Various committees are formed with faculties for smooth functioning of the college. The Students' Grievance Redressal Committee, Students Welfare Committee, Anti-Ragging Committee, Prevention of Sexual harassment Committee and Disciplinary Committee are other mechanisms which maintain a harmonious atmosphere on the campus.

File Description	Document
Any additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development**
- 2.Administration**

- 3. Finance and Accounts
- 4. Student Admission and Support
- 5. Examination

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

College has established various committees such as RTI Committee, Grievance Cell, IQAC, Discipline Committee, Eligibility Committee etc. This committee monitors and evaluates the requirements for maintenance of infrastructure, equipment and facilities. The various bodies/cells/committees of the College meet periodically and conduct their activities systematically and function diligently. The college ensures that grievances / complaints are promptly attended to and resolved effectively.

As an instance of the effectiveness of these, an illustrative example is provided below

Graduation Day

As per the **circular ref/exam/certi/2347 dt. 17/07/2015** received from Savitribai Phule Pune University, it was instructed to all the affiliated colleges to conduct the graduation ceremony for undergraduate at college level.

With the leadership of the Principal, every committee is assigned with specific tasks pertaining to the requirements of conducting college functions. Heads of the committees monitor the works. A minimum of three meetings was held prior to the function in the presence of CEO, Principal, HODs and Committee heads. Members are reshuffled for change of committees for different functions which enables the members to get familiarized with any kind of activities related to any function.

The following is the minutes of the meeting held for the successful conduct of 4th **Graduation Day** on 11.02.2019

Guest of Honour : Shree Mohan S. Delkar, Chairman, SSR Memorial Trust.

Chief Guest – Dr. Ashok Chavan, COE of Savitribai Phule Pune University.

Buses will be available from Silvassa bus depot from 7.30 a.m. onwards

Reporting Time – 8.00 a.m.

Registration Desk will be open from 8.00 a.m. to 10.30 a.m.

Event will be started from 11.00 a.m.

UG - 13 from Arts, 253 from Commerce, and 88 from Science students

Committee list will be sent

In the academic year 2018-19, the 4th Graduation Ceremony was organized on 19.02.2019, Dr. Ashok Chavan, COE of Savitribai Phule Pune University graced the occasion as the Chief Guest and Shree. Mohan S. Delkar -Guest of Honour.

The following committees were constituted for the successful conduct of the 4th graduation day and the committees were entitled to execute the tasks as discussed in the minutes of the meeting held on 11.02.2019 in the HODs meeting with Principal.

Central Governing committee : Receiving the Chief Guest, Guest of Honour and invitees

Central organizing committee : Receiving the Chief Guest, Guest of Honour and invitees

Registration Committee : Registration Work

Stage and Welcome Committee : Stage Decoration

Procession Committee : Chief Guest will be given guard of honour

Banners & Flag : Bringing visibility and publicity

Seating Arrangement & Discipline : Confirming the participation

Certificates Committee : Distribution of certificates

Refreshment Committee : Taking care of food services to graduates & parents

Photography / Video, & Press : Bringing visibility and publicity

Scheduling & Announcements : Co-ordinating the program

The following sequence of activities was done after constituting the committees.

Conducting meetings for the committee heads with members

Circulation of the Minutes of the Meetings among the members of the committees

Execution of activities as planned

Successful conduct of the function

File Description	Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The college is only as good as its staff. The college understands this and appreciates the efforts of staff and acknowledges their needs and requirements. The college has various welfare and beneficial facilities provided by the esteemed trust to all the employees. The college has a very strong welfare policy for its teaching and non-teaching staff.

Welfare measures for teaching staff

1. **Medical leave:** There is provision of medical leave which is given as per the leave policy framed by SSR Memorial Trust.
2. **Maternity Leave for Female Employees:** It is granted as per the Trust's norms.
3. **Paternity Leave for Male Employees:** Provision of Paternity leaves as per the Trust's norms.
4. **Casual leave:** Casual leave is permissible per year for all teaching staff.
5. **Academic/Duty Leave:** On Duty Leave (DL) is granted to teaching faculty for attending Conference/Seminar/Symposia/Training Programs. DL is also given for conducting examinations outside of the college and official meetings.
6. **Refreshment (Tea):** Refreshment in the form tea is provided.
7. **Free Transport Facility:** A free of cost bus transport facility is given to all the employees.
8. **Faculty Development Programme (FDPs):** The faculties are facilitated to attend various Professional Development Activities throughout the academic year.
9. **Awareness programmes:** Conducting programmes on Motivation and team work, Yoga etc. Providing recreational activities for the faculty members through Yoga.
10. **Encouragement for higher studies:** The College encourages the faculty who are pursuing Ph.Ds and those who wish to improve their qualification. Encouraging the faculty members to publish research papers in journals.

- 11.Improvement in teaching, training and learning facility by establishing new digitalized facilities like Smart Class rooms, Wi-Fi facility and strengthening library by online journals and e-resources. Continuous Wi-Fi internet connectivity encourages self-learning and development.
- 12.**Emergency Medical Kit** is made available staff to meet any First Aid treatment on the campus.
- 13.**Vacations and university notified holiday** given along with summer and winter vacation.

- 1.**Summer vacation** leave of 30 days is given to all teaching staff who have completed a minimum of one-year service in the college.
- 2.**Winter vacation** leave of 15 days is provided to all teaching staff who have completed a minimum of one-year service in the college.

Welfare schemes for non-teaching staff

- 1.**Free Transport Facility:** A free of cost bus transport facility is given to all the employees.
- 2.**Medical leave:** Medical leave are provided as per policy.
3. Vacations and university notified holiday are given.
4. Incentive for dress materials and Foot ware for non-teaching staff is provided by the college
5. Incentive for dress materials for housekeeping staff is provided by the college
6. Refreshment (Tea): A refreshment in the form tea is provided.
- 7.**Earned leave:** Thirty days of earned leave per year for non-teaching staff is permissible.
8. Employees Provident Fund scheme (EPF) for the non-teaching staff right from the date of joining.

File Description	Document
Link for Additional Information	View Document

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**Response:** 3.6

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

2018-19	2017-18	2016-17	2015-16	2014-15
9	4	3	2	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years**Response:** 2.08

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	2	0	2

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff**Response:**

The College has a mechanism to monitor the multiple activities of the faculty members and to evaluate their performances through Performance Appraisal System. Each faculty is required to note down the number of classes she/he takes each day, the topics & subtopics details, according to the departmental routine. Annual Appraisal Format is provided to each teacher after the completion of academic session to document ones academic performances and the same is required to be submitted to the principal for assessment. The principal along with IQAC collects students' feedback on teachers' performance. Information thus collected is analyzed by the authority and the IQAC. Accordingly, the performance of the respective faculty is appraised.

The following factors are deeply analyzed in the appraisal system for teaching staff

- 1.Experience
- 2.Feedback from HOD and Principal
- 3.Feedback from students
- 4.Innovative teaching practices
- 5.Pursuing higher studies (Ph.D, PDF)
- 6.Research activities
- 7.Publication of Research papers
- 8.Publication of books
- 9.Mentoring methods
- 10.Active participation in team work
- 11.Result percentage produced in the University Examination
- 12.Community service through the college and outside the college
- 13.Participation in conducting extra-curricular activities
- 14.Outstanding achievements in their studies pursued after joining the college
- 15.Skill up gradation through participation in Conferences/Workshops, Faculty Development, Training programs.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

In our college, Internal Audit is performed by officials deputed from Trust office, who audits all the accounts yearly. The management has regulated the purchase process that requires the approval of top officials. Cash inflow and expenditure are monitored using Tally software and cash collected at the counter is deposited in the account every day basis. The management has a policy of minimum cash transaction. The books of accounts, payment vouchers, bills and bank statements maintained by the college are verified by the senior accounts officer on daily basis.

During the course of Internal Audit, all required steps are taken to regularize the accounts and to obtain confirmations for the credit balances. The documentary evidences are collected whenever inadequate in respect of payments, compliance of T.D.S. and Statutory Formalities and Reconciliation of Unit wise balances with the Control Accounts and Bank Reconciliations. The copy of the internal audit report covering all matters related to maintenance of accounts is preserved.

An external auditor is appointed by the college who performs an audit of the financial statements of the college. External audit is done by the statutory auditors after 30th June of the subsequent year. External auditor verifies all receipts & expenses bills, payments of the financial year.

A qualified Chartered Accountant reviews the accounts/entries on quarterly basis. Suggestions/objections, if any, raised by the Chartered Accountant are discussed with the management for necessary action. Every year the accounts are further reviewed and finalized by external auditors and audited financial statements are prepared.

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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

Response:

Mobilization of Funds

The College works within the framework of rules and regulations formulated by management. There are different sources of funds for the college.

It mainly includes student's admission fees, prospectus fees and interest on FDR. Student's admission fee is the main source of revenue. All the admission fees are collected yearly. The fee collected from the students is utilized for the recurring expenditures incurred by the college.

The management have strong conviction in offering quality education at an affordable cost without collecting any donation from the parents.

It mainly includes examination fees and miscellaneous fees (LC/TC).

Optimal Utilization of resources

The Annual Budget reflects the establishment expenditure including, salary and non-salary components. The college has effective audit mechanism to monitor the utilization of the funds effectively and

efficiently. Day to day financial transactions is maintained by the College Accountant. Every transaction is supported by vouchers. All the collections are deposited in the banks. All the utilization is monitored by the management for effective and efficient use of financial resources. Internal audit is conducted on a quarterly basis while external audit is done by registered Chartered Accountant at the end of each financial year.

1.Recurring Expenses

Salary to staff, academic activities and other payment are done with fees collection. Infrastructural development facilities and Building construction works Management allocates budget to create and upgrade the infrastructural facilities in tune with the modern trends and for construction works.

1.Seminars, Conferences and Faculty Development Programme and other Co-curricular activities

The institute conducts the above said regularly and religiously matching with the latest technology, innovations, changes and needs for the society.

1.Extra-curricular activities

Modern sports complex has been created to provide ample opportunities for conduct of sports and enabling student participation.

1.Green Atmosphere

Enough care is taken to maintain cleanliness in the campus which coexists with godliness and fund is judiciously utilized.

6.5 Internal Quality Assurance System

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

Response:

The IQAC was systematically formed in the year 2016 to monitor the quality of services being provided by the college. An IQAC committee is formed and approved by the governing body to take care of Quality assurance strategies and processes. SSR college of Arts, Commerce and Science is committed to continually improve the infrastructure, enhance the faculty competencies and empower the students to self-learning. The IQAC enables the college to focus on this mission. Parameters related to the enhancing of the quality of the institution like workshops, conferences, FDP's, paper publications, innovations in teaching and more are considered after the approval of IQAC Committee.

Three examples of best practices implemented as a result of IQAC initiatives.

Example 1: Training programs to the faculty

The college pays a lot of attention to the quality of its product. From the day of inception the college has vision and mission to develop to give quality education by its unique way of imparting knowledge and by conducting different activities and training programs for the faculty through IQAC. Some of the notable activities organized by IQAC for the development of the college are English communication skills, yoga, professional behaviour workshop, computer training, Organization of lectures by prominent speakers in different areas, arranging lectures by identifying the resource person from the staff itself and training on outcome based education among many more.

Example 2: Remedial Classes for slow learners

Aim: To improve the academic performance of the slow learners.

For better understanding of theoretical knowledge and concepts, remedial classes are conducted for slow learners. The slow learners are identified through the Result analysis of the internal tests. Additional course material and Question Bank are provided for better understanding of the subject. Assignments are given for slow learners to help them to improve their subject knowledge. This practice helps in improving the results of weaker students.

Example 3: Offline Students Feedback System

Aim: To strengthen the teaching-learning process by bridging the communication gap between students and teachers.

The feedback is taken through offline feedback system and conducted once a year. Students provide the feedback on the announced date. Students are provided with a questionnaire which mainly concentrates on the aspects of teaching-learning process. After collecting the feedback, reports is submitted to the Heads of the Departments and Principal. Immediately after the feedback, the HoDs and the Principal can check the feedback reports. The feedback for some cases may not be reasonable due to irrelevant answers given by the students. This can be resolved by Mentoring System. The Principal discusses the reports in his meeting with the HoDs.

The Result of the feedback is intimated to the Faculty members through respective HoDs. Based on the feedback report, counselling is given to faculty members. Apart from these three initiatives, the college constantly maintain high quality education. Faculties always keep in mind the vision and mission of the college and conduct regular self-assessments to ensure the IQAC's efficient functioning as well.

File Description	Document
Link for Additional Information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The main aim of Academic monitoring committee is to suggest improvements in the academic and

administrative performance of the college.

Teaching and learning process:

The teaching and learning process is continuously monitored and reviewed by the Head of the departments and reported to the Principal and the management. The academic committee reviews the results and plans activities for the academic growth of the college.

In teaching-learning process, participative practice and understanding are achieved using Video lectures, demonstrations, Industrial visits, quizzes, movie screening etc. Students are encouraged to take mini projects, Internship and Training to have a better understanding of the work environment. Student centric methods like field visits, case-studies, project-based-learning and group discussions are adopted.

The college has adopted a feedback system where a team of feedback committee (HODs/IQAC members) collects the feedback from the students/parents and through participatory interactions.

Example 1: Faculty Meeting

In this meeting, faculty members share their experience to promote mutual growth. The faculty discuss their course planning, delivery and assessment. He/she makes a day wise schedule to plan which topic is taught on which exact day, what methodology will be used, and what is expected outcome of that lesson. All teachers come up with extracts of what went well and what went wrong with their teaching methods.

Example 2: Teachers Diary

Teachers Diary of every teacher is used to bring objectivity and strategize the course of teaching and learning for every topic. The teachers go through the syllabus and ensure that all the students fulfil the pre-requisites of the course. They check if the students have a fair knowledge of the basics, so that they are able to understand the teaching. This is done by planning surveys and announcements. Upon cross-checking pre-requisites the teachers start their event schedule that they plan in the beginning of the year. A proper plan for each topic and its delivery is made by the teacher. At the end of every topic, the teacher conducts a pre-planned revision. Teachers Diary have proven to be great guiding tools that provide the teacher direction and a sense of clarity while teaching, followed by the day wise schedule, pedagogies, revision questions, faculty profile and expectations of the students.

Example 3: Content beyond the syllabus

Apart from the regular class room lectures by the faculty members, students are given opportunities to attend the guest lecture from experts in the smart class rooms or conference room. The contents of this type of lecture are beyond the syllabus. This lecture facilitates the students to know about the requirement and the necessary skills they should acquire for placement. The interactions with industrial experts narrow down the gap between the college and the industry. Guest lectures on content beyond the syllabus introduced by the management are the outcomes of IQAC which are well supported by the management.

File Description	Document
Link for Additional Information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year**Response:** 0.2**6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
- 2.Academic Administrative Audit (AAA) and initiation of follow up action
- 3.Participation in NIRF
- 4.ISO Certification
- 5.NBA or any other quality audit

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document
Any additional information	View Document
Annual reports of institution	View Document

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)**Response:**

The College engages itself to be a renowned center of higher learning, and work towards academic, professional, cultural and social enrichment of the lives of individuals and communities. In its continuous efforts, the growth of infrastructure in the college from past few years has been upward. The College has

undertaken several steps toward quality enhancement and quality sustenance.

Following incremental improvement has been made by the college in various domains.

1. **Infrastructure growth:** Earlier there was broadband system. In 2017, CCTV was installed in the college. Now college campus is having free Wi-Fi facility. Ramp for “Divyangan” is made available.
2. **Projector & Screen:** Projector & Screen sets are also used for interactive learning experience. White/Green boards are installed wherever possible and necessary to create chalk-dust-free and clean laboratories and class rooms. (Chemistry Lab, Physics Lab, Microbiology Lab, Botany Lab, Zoology Lab, Electronics Lab., Mathematics and statistics Lab, Computer Science lab, BCA Lab. cum Class room etc.)
3. **Notice board:** Every department has its own notice board where information is displayed and communicated to the stakeholders – students, non-teaching staff and teachers. In addition, there are many notice boards dedicated for displaying information on academic, administrative and other co-curricular activities common to all. The students are regularly kept informed through circulars, notices, SMS etc.
4. **Advanced/ latest equipment in the Laboratories:** As per departmental needs equipment are purchased in various laboratories.
5. **Computer Laboratory:** Computer Laboratory was established with 40 Computers and practical was conducted using Ubuntu software.
6. **Computer Application Laboratory:** Computer Application Laboratory has 28 computer for practical purpose.
7. **Purchase of equipment** along with value added software (such as Tally, Vridhhi, Payroll) in various departments has been made.
8. **Admission procedure:** To avoid paper work and manual lengthy procedures, computerized office is available for speedy work which is related to admission and making paperless work.
9. **Computer Facility:** Computer with Core to duo processor with CRT Monitor is replaced with i3 2nd generation LED Monitor in 2019.
10. **Experienced and Qualified Faculties:** Faculty with industrial experience/higher qualifications in specific areas are recruited to suit the UG and PG programs. Few faculties obtained their PhD's over the last five years.
11. **Research Publications:** Previously more focus was on Academics. From 2014 to till date, research publications in reputed peer-reviewed Journal have been increased.
12. **Library Department:** Previously books issue & return system was manual. From 2012 onward books issue & return is done through Vridhhi software. N-List and DEL-NET facility for the access of e-books and research journal from all over the world has been made available from 2019.
13. **Remedial Classes for slow learners:** To improve the academic performance of the slow learners and for better understanding of theoretical knowledge and concepts, remedial classes are conducted for slow learners. Additional course material and Question Bank are provided to slow learners for better understanding of the subject. Assignments are given for students to improve their subject knowledge.
14. **Activation of Mentor-Mentee system:** To increase the student-teacher interaction and to give personal attention, Mentor-Mentee system has been put into practice. The class-teacher is assigned the duty as Mentor for the respective classes. For the Chemistry Department this system has been made more specific from the academic year 2018-19. In the Chemistry Department each teacher is

allotted 6-7 students under him/her as Mentee. This has helped in improving the results as well as teacher-student relationship.

15. **Teaching Methodology:** Along with traditional methodology (for example reference books, notes), teaching faculty are encouraged to use of better E-learning resources like Google and You-tube. Frequent use of ICT Tools has been improved. Video lectures has also been prepared by teachers and made available for students.

Students are encouraged for participative approach during teaching-learning process. Industrial visits, quizzes, movie screening etc. are arranged. Students are sent for Internship and Training to have a better understanding of the work environment.

1. **Offline Feedback system** has been formalized and structured. Students, parents and alumni feedback is collected on curriculum and infrastructure. Students Feedback System strengthens the teaching-learning process by bridging the communication gap between students and teachers.
2. **Involvement of students in Sports and Cultural activities:** Students continuously participate in National Level, State level, University Level, Zonal Level and Intercollegiate Level games and have bagged various awards.

Quality initiatives by IQAC:

The College has taken several steps toward quality enhancement and quality sustenance. IQAC has initiated Quality enhancement initiatives over the past few years. Quality initiatives were reviewed through regular/periodical conduct of expert lectures, seminars and workshops under IQAC for this specific purpose.

- Workshop on Microsoft Office, Online Eligibility Process, has been conducted.
- In 2016, “**National Seminar on Recent Trends in Science and Technology**” was organized.
- Yoga and wellness activities are conducted from time-to-time for the physical and mental fitness for both students, teaching and non-teaching staff.
- At frequent intervals guest lectures and symposiums on different social issues are organized in the college to impart Values and ethics in the students and staff. The lectures on Motivational and Scientific Yoga, Information Security and Cyber Crimes, Intellectual Property Rights (IPR), Herbal Way of Life, Importance of long-term investment in mutual fund have been organized as a result of IQAC initiatives.
- A One-day “Orientation on NAAC” was held on 25th December 2018 for the faculty of the college with the goal of raising awareness among the staff about the best way to prepare for the first cycle of accreditation.
- Results Analysis of first, second- and third-year students of all departments.

File Description	Document
Any additional information	View Document

NAAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 7

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	1	2	1	1

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document
Any additional information	View Document

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

a) Safety and Security

- **Discipline Committee**

Meetings of Discipline Committee are conducted as and when required.

- **Robust security System**

Carrying and displaying Identity Cards is compulsory for both staff & students. The college has made an agreement with a security company named CPF. Ladies security guards have specially been deputed in the campus. A thorough enquiry is carried out at the gate for the entrants. Students are allowed inside the campus if and only if they are carrying ID cards. Besides, outsiders are issued Visitors' Passes and Gate passes at the entry point which they need to return with the signature of the concerned authority at the time

of departure.

- The college often organizes self defense workshops for the girls students in collaboration with Navshakti Mahila Mandal, a women organization based in Silvassa.
- A workshop had been organized in the college under the guidance of the Director of Physical Education, Mr.Rushikesh Waghchure on the 17th of February 2019 where the girl students had been equipped with the techniques of self defense under distressed circumstances.
- Separate parking lots have been provided for the staff and the students. Complete caution is exercised to avoid congestion of traffic during the peak hours by deploying adequate number of security personnel.
- The college is encircled by a four wall to avoid the entry of trespassers or animals into the compound.
- **Security System in Hostel**

Separate hostel facility is available for boys and girls. Full time rectors and security staff is available so that safety of the students can be ensured. Hostels are under constant CCTV surveillance. Regular meetings are conducted by the representatives of Management with the hosteliars.

- **CCTV System**

- 1.CCTV cameras are installed throughout the campus. HD Videos can be accessed by the concerned authorities on mobile phones as well as systems.
- 2.Recorded videos are retained for a period of 15 days. Older videos can be saved on storage devices if required.
- 3.Power backup is available.
- 4.Intimation about the campus being under the CCTV Surveillance is displayed at places.

- **Anti Ragging cell**

“Ragging in any form (Teasing, abuse, physical torture etc.) is strictly prohibited and punishable according to the Government of Maharashtra’s Anti Ragging Ordinance of 1999. The punishment is to the extent of either two years of rigorous imprisonment or a fine of Rs.10000/- or expulsion from the institution.” Information in this regard is displayed at the college campus and is also included in the college prospectus.

Names and contact numbers of the members of **Anti Ragging Cell** are also displayed at the entrance of the college building.

College conducts counseling sessions for newly admitted students.

b) Guidance and Counseling Cell

The **Guidance and Counseling Cell** frequently conducts sessions for students pertaining to prevention of communicable and non communicable diseases and following healthy practices lifelong.

c) Common Room

The college adheres to strict safety measures and norms in case of providing security and privacy to the girl students. There is provision for separate common rooms for girls.

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:**1. Percentage of annual power requirement of the Institution met by the renewable energy sources****Response:** 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 65020

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs**Response:** 0.74

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 484

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 65020

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

Response:

India is the second most populous nation in the world after China. It has a very thick density of population with a total of 382 persons living in an area of one kilometer per square. This number had been as low as 117 in the year 1951. This clearly underlines the need of managing our waste carefully so that the future generations can be saved from the demons of diseases and disasters.

The college has shown its sensitivity to the need of waste management and has laid down elaborated and systematic provisions for the safe disposal of the waste materials.

To begin with the college has made arrangements to separate bio-degradable waste from non-degradable one. The degradable waste material thus separated is taken to the backyard of the college where a huge pit has been made for processing and converting it in to manure which in turn supplements the plants growing inside the college premises substantially. It not only helps reducing the burden on the Governmental agencies but also helps us fulfill the need of nurturing the plants using the decayed organic compost. It has made us self sufficient to a very large extent with regard to growing the plants and nurturing them well.

The college has adopted stringent measures to keep dry garbage separate from the wet garbage. This has been done in accordance with the guidelines issued by the Municipal Corporation of Silvassa. Students have strictly been instructed to follow the suit.

The college exercises due caution in the safe disposal of the liquid waste as well. Separate drainage system has been maintained for the liquid waste emerging from the Science laboratories.

The college has made plans to make the mechanism even more effective in times to come.

The concerned departments have been instructed to prepare a list of the machines which are in non working condition and are lying redundant since years. The college administration is in conversation with an agency called e-waste recyclers India in connection with the safe disposal of this e-waste. The agency has promised to acknowledge this deed of the college by awarding a certificate of merit along with some monetary compensation.

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

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Water is a life saving means and is inevitable not only for the existence and survival of humans but also vast variety of species existing on planet earth. Scarcity of water resources and fast depletion of underground water table have left environmentalist with no other choice but to raise an alarm.

Perennial rivers in the country are numbered and most of those are highly contaminated. Besides

rain fall in the country is unequally distributed and large number of regions suffer from the problem of scanty rains. This results into shortage of water supply for irrigation purposes as well as direct human consumption. Maladies of global warming, green house effect etc. has resulted into serious shortage of water supply and has made it unavoidable for us to conserve water and use it rationally.

The institution has shown its commitment to contribute in whatever small way it can, to the cause of water conservation. We are committed to contribute to this noble cause with complete devotion and relentless dedication. The college has vast terrace area where pipes have been laid down to collect rain water there from. The water thus collected is directed to a nearby canal. The college has constructed a check dam therein to block the water flow. It helps water infiltrate into the ground and thus helps raising the underground water level. A bore well has been dug adjacent to the check dam and a motor has also been installed therein to ensure uninterrupted flow of water supply to fulfill the need of watering the plants throughout the premises. It helps the college immensely in terms of keeping the campus lush green even after the rainy season is long over. The entire architecture of the college has been designed in a way that the rain water does not stagnate anywhere. It infiltrates into the ground and ultimately flows towards the canal through the pipes laid underground.

One of the major highlights of the college is its vast and widespread, thickly vegetated campus which houses wide range of flora and fauna. It not only has a very scintillating and captivating visual appeal but also it symbolizes our deep concern to the cause of keeping our surroundings free from the hazards of pollution. The college has devised ways for rain water harvesting so that the very need of watering the plants can be completed without relying upon any outside source. It not only helps us saving the already scarce water resources but also helps optimizing the rain water to the maximum which otherwise would have got wasted, had there been no mechanism of the sort in practice.

File Description	Document
Any additional information	View Document

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

- a) **No Vehicle Day**

The college observes No Vehicle Day on the second Saturdays of every month. The idea behind following this practice is to sensitize the students about the environment and propagate the idea of environmental

cleanliness.

b) Public Transport

i) Since the college is located on the outskirts of the town, frequent bus service is provided to the staff and students at regular intervals for commuting purposes. The service is extended free of charge to all the users.

ii) On the special request of the college authorities, the GSRTC has agreed to extend bus service till the college. All those students who come from distant areas have stood to gain tremendously due to it.

c) The road, the college is situated on is well built and properly maintained. The college being in the exteriors, the problem of traffic congestion is non-existent. Therefore the students from the nearby areas are encouraged and motivated to come walking till the college.

- **Plastic-free campus**

1. Students are encouraged not to use plastic bags. They are sensitized from time to time about the damage plastic does to the environment. The college encourages students to use paper bags, jute bags and reusable bottles instead which biodegrade naturally.

In addition the canteen staff has strictly been instructed not to use plastic articles. The college management conducts enquiries and undertakes inspections in this regard on a regular basis.

- **Paperless office**

Paper work has been reduced to minimum in wake of complete computerization of Administrative office, Examination department and central library of the college in recent years. A Digital visual Display has also been installed for sharing important information with the students.

Notices are usually circulated amongst the staff via social networking mediums to minimize the use of paper. All faculties have been provided with official email ids which the college administration uses for communicating with them.

To economize the use of paper and to make students techno-savvy, the faculties provide them with URL links for their respective subjects for additional references. It increases their sensitivity with regard to conservation of environment. It also helps them broaden their horizon and improve their perspective along with imparting a sense of responsibility.

- **Green landscaping with trees and plants**

The college boasts of a widespread lush green campus. Regular maintenance is carried out by the gardeners to keep the plants and trees in good condition. The college also conducts tree plantation programmes on special occasions.

Rapid industrialization in the last couple of centuries has raised a question mark not only on the survival of the human race but also has brought large number of species on the verge of extinction. Moreover most of our non reproducible natural resources are fast depleting and sustainable development has become a far

cry.

These instances are a small gesture on the part of the college to show their sensitivity to the damage caused and to help saving the society from the ravages of environmental pollution.

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

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 2.24

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	2.2419	0.31085	6.07300	0

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 7

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	1	1	1	2

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 15

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	3	3	3	2

File Description	Document
Report of the event	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	View Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	View Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 16

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
5	4	4	2	1

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

To instill a sense of pride in the minds of the youth and to help them develop respect for their culture and traditions, the college celebrates almost all days and occasions of national significance.

To begin with, the institution celebrates **National Youth Day** on the 12th of January every year. Swami Vivekananda once said, "Youth is the soul and spirit a society thrives upon". To celebrate this pious thought, the institution celebrates the day with great zeal and vehemence. The college organized a rally on the 12th of January 2017 to mark the occasion which witnessed participation of the college students in huge number.

To celebrate the spirit of oneness and 'Unity in Diversity', the institution commemorates the **Republic Day** on the 26th of January with great enthusiasm and fervour.

The college celebrated the 75th anniversary of **Quit India Movement** in the year 2017 with great ardour.

15th of August, the **Independence Day** of the country is a day every Indian is immensely proud of. It is an occasion when the country after martyrdom of thousands of patriots, set itself free from the British Raj and set her firm footing on the path of progress with a sense of determination.

The college also celebrates the **Liberation Day** of DNH on 2nd of August every year. It is an occasion when the college reminisces the founder of the college Late. Sanjibhai Rupjibhai Delkar with all respect and humility, a visionary who strived for making the region of DNH an integral part of the country.

The birth anniversary of the former Prime Minister of India late Rajiv Gandhi, is commemorated as **Sadbhavana Diwas** on 20th of August.

To mark the birth anniversary of Dr.Sarvepalli RadhaKrishnan, a great academician and philanthropist of Republic of India, the college celebrates **Teachers' Day** on the 5th of September every year.

Gandhiji was not only a political prodigy but also a living legend who revolutionized an entire era, caught the fancy of millions of people worldwide and universalized the idea of non-violence, righteous behavior and truthfulness for generations to come. The college takes great deal of pride in celebrating the anniversary of this noble soul on the 2nd of October every year. Special festivities including a cleanliness drive, a drawing and painting competition, and a debate competition were held in the college to mark his 150th birth anniversary in the year 2018.

The birth anniversary of the Iron man of India **Sardar Vallabhbhai Patel** is another celebration the college highly boasts of. The college organized a Poster making competition on the theme "National Unity and Integrity" on the 7th of December 2016 to mark the occasion.

National Mathematics Day is observed on the 22nd of December to mark the birth anniversary of the great mathematician of India of all times Mr. Srinivasa Ramanujan.

All these festivals add to the spirit of patriotism and give a nationalistic fervour to the young minds and help them contribute positively towards nation-building.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The college always looks forward to maintain transparency in its financial, academic, administrative and auxiliary functions through stringent norms and practices. The college exercises due caution in accomplishing all its work in a fair and systematized way so that the idea of being impartial can be established and propagated.

To begin with the college preferably follows cashless transaction system, be it accepting fees from the students, crediting salaries to the staff in their respective accounts or buying miscellaneous stuff for the college. The college has a mechanism to generate receipts using the system for all the dues and payments students make.

The college strictly adheres to the minimum eligibility criteria while granting admission to the aspirants. The institution is bound to follow the norms and guidelines prescribed by the University in this regard. The college provides students with system generated receipts for the fees paid at the time of admission and in due course of time as and when required. The college sticks to the Refund policy prescribed by the University in case of cancellation of admission. All the dues in this regard are settled via cheques.

The Examination department has been divided into two separate sections with a strong room and a common wing to carry out miscellaneous exam related activities. CCTV cameras have been installed at strategic positions to capture all the activities conducted within the department to ensure complete transparency.

Entry without permission inside the strong room is strictly prohibited and only authorized persons are allowed inside. The college also takes due precaution in connection with maintenance of record of stationary received from the University.

It is mandatory for the students to fill their examination forms online. The college makes it a point to intimate the candidates well in advance about the online availability and the last dates of submission of forms. In addition they are also made familiar with the late fee provision in case they miss out submitting the forms on stipulated dates.

In case of issuance of duplicate hall tickets/ mark sheets, the candidates are provided with system generated receipts again to maintain clarity and transparency in transactions. In this regard, the department collects dues strictly as per the University norms. The college follows the similar practice of issuing system generated receipts for the examination fee deposited by the students. The college is bound to extend unequivocal support to the department so that examination can be conducted in a fair and smooth manner.

Faculty recruitment process followed by the college is completely unbiased and impartial. The college recruits competent and erudite faculties to ensure quality education. In this regard the University selection process is strictly adhered to.

The evidences mentioned above clearly indicate that the college has a very lucid approach with regard to maintaining transparency in all its dealings and practices. This not only adds to the luminosity and credibility of the institution but also enables it to hold its head high in the academic arena.

File Description	Document
Any additional information	View Document

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)**Response:**

Inculcating quality in the lives of the students and to tap their latent talents is what the institution thinks highly about. With a view to realizing this end, the prominent best practices the college carries out comprises **Students' Counseling** and two yearly events named **Science Ensemble & Arts Fest**.

The first activity ensures overall qualitative improvement through helping the students deal with the complexities of their everyday life and enabling them meeting up the challenges of adolescence. To meet this noble end, the college went an extra mile and set up a full-fledged counseling cell in the year 2015 in collaboration with the Shri.Vinoba Bhave Government Hospital, Dadra Nagar Haveli.

At the same time in keeping up with the healthy tradition of holistic personality development of the students, the institution decided to organize events which could have provided platform to them to showcase their talents and enhance their competitive skills.

The college highly boasts of these events in terms of huge number of students from the rural areas turning up to show their technical skills, excellence in communication, innovative thoughts and revolutionary ideas. The events not only involve students from within the campus but also students from other institutions located in Surat,Valsad, Bordi, Daman,Umbergaon, Khanvel,Nashik,Vapi etc.

I. Students' Counseling**1. Title of the Practice:****Guidance for Excellence****2. Objectives of the practice:**

- To address the problems of students in distress.
- To help students shed their inhibitions, become better beings and understand their responsibility towards society.
- To help them develop humane qualities like pro-social behavior, emotional maturity and civic sense.

3. The Context:

The modern day life being full of challenges, emotional and academic pressure on students being on a rise and their mental health being fast deteriorating, an effective mechanism and a practical approach is inevitable to address the issue.

4. The Practice:

The cell aims at conducting programs, organizing camps, convening speakers and counselors and initiating awareness drives for the students. A team has specially been constituted to identify, monitor and

counsel the students suffering from anxiety disorders, phobias, depression and other mental disorders.

5. Evidence of success:

Though the institution does not have any specific mechanism to gauge the outcome of the practice, however the case described below proves how fruitful and effective this cell has proved to be. The cell maintains complete confidentiality in connection with the identity of the students being counseled.

A First year girl student undergoing some personal trauma was successfully counseled and convinced to write exams which she was earlier completely reluctant to.

Another second year student from bachelor of Commerce who was in deep mental stress due to the confusions between the parents was successfully counseled and healed. Currently she has been pursuing Masters of Commerce from the college.

There has been evidence that a first year BSc Computer Science student who had been in depression owing to some unknown reasons was identified. A special team comprising of third year Psychology(major) students was specially constituted to keep a watch on him which he was not aware of. It not only helped him overcome the ongoing crisis but also kept his self esteem intact. Currently he has been successfully pursuing second year course of Bachelor of Science.

The counseling cell organizes guest lectures and seminars of the health personnel and counselors from the Government hospital. It provides the students with a platform to get their queries answered by the experts. The officials also provide them with the helpline numbers which they can use when they are in distress. There has been evidence that the students of the college seek expert advice there from in large number. This helps them immensely in gaining their balance and this is how they can focus back on their studies with more of conviction.

6. Problems Encountered & Resources Required:

The major constraints faced in this regard involve lack of proper mechanism at the college level to identify the students in need. Moreover the students given their age and mental status are hesitant about sharing their issues.

II. Science Ensemble & Arts Fest

1. Title of the Practice:

Chiseling latent talent of the students

2. Objectives of the practice:

- To identify, tap, nurture and sharpen the talent of the students and to provide them with an opportunity for overall personality development.
- To help students develop confidence and higher sense of self esteem.
- To provide them with a platform so that their leadership qualities get optimally utilized

3. The Context:

This is a practice where the college focuses on areas other than purely academic. The events help creating an environment where the students are provided with an opportunity to interact with students from other schools and colleges.

4. The Practice:

These events are held at a massive scale. To begin with, concerned faculties of the college conduct auditions of cultural events for the participants from within the college. This is specifically done to help students put in best of their efforts to prove their mettle and get selected for the event.

As far as outside participating institutions are concerned, they are instructed to send at the most two entries event wise. Distinguished personalities having years of experience and excellent expertise of their respective fields are invited to judge the events.

The Arts Fest comprises events viz: Solo singing, drawing and painting, poetry, debate, dance, skits etc.

The Science Ensemble comprises of preparation of Static and Working Model, Poster/Chart presentation, Programming, Talk Shows, Narration of Scientific Discoveries, Quizzes, Website Development, Enacting Emergency situations, Nature photography, Debates, Snake show etc.

5. Evidence of Success:

Mahesh Bhadane, a Second Year BSc(Computer Science) student of the college has recently been conferred with national awards for his innovative and revolutionary model “Hermetia Sanitizing Bioconverter” which has been instrumental into breeding larva colonies which help converting organic wastes into high quality manure. He made the institution proud by winning for two consecutive terms the National Science Fair 2016 and 2017 held at Kerala and Hubbli respectively. The college take pride in claiming that the actual breeding ground was provided to him right from the onset of his admission in to the college. He was motivated by the respective faculties to take part in various co-curricular and extra curricular activities. Science Ensemble proved to be hugely beneficial for him as it helped him compete with the best of brains from various educational institutions of the area.

Priyanka Lahoti, a student of Bachelor of Science (year 2015-2016) cleared National Eligibility Test & Junior Research fellowship conducted by the UGC. She has currently being pursuing a course on Data Science Master of Science from Columbia university in the United states of America. The girl took active part in Science Ensemble activities throughout her stay in the college. The event yielded her great deal of acclaim and added to her confidence in a big way. It made her multifaceted and provided the much needed exposure.

Rajit Bansal, a student of BBA(Computer Application) is currently associated with Digital India, a GOI campaign. He has proved his mettle by contributing hugely to the success of the programme as a software developer. Rajit was an outstanding student who consistently participated in various college level events. He became an icon for his fellow students. The events held under the Science Ensemble added many more feathers to his cap and brought him many awards and laurels. It not only added to his dynamism but also reassured his self belief giving him the much needed morale boost which paved his way to a bright and scintillating future.

Hitendra Kahar, a student from Bachelor of Arts has currently been running a renowned Dance Academy in the twin town of Silvassa and Vapi. The academy has long been working in collaboration with various TV channels and has become a household name in the area. It has not only been providing the youngsters with the platform to acquire dancing skills but also has become a medium to take the cultural heritage of the region to a new level. Hitendra as a student benefitted a lot from various cultural events the college conducted from time to time. The mention of the Arts fest is a must in this regard as it not only helped him establish contact with the budding dancing talents from various schools and colleges but also gave him opportunity to showcase his dancing skills to a huge audience.

6. Problems Encountered & Resources Required:

Despite the fact that the college has consistently been organizing these events since years, the approach and coverage is restricted and confined to local areas. The major constraint in making the above mentioned events countrywide in character lies in the fact that the college is located in a small town with limited resource, approach and accessibility.

Apart from the practices mention above, the college has also come up with a very sound mechanism to increase the global competency of the students , the strategy of which revolves around conducting PG lecture series, organizing soft skill development programs, industrial visits, Educational tours etc.

The institution has religiously been exercising the practice of extending excellent educational services to all sections of society including the weaker and the vulnerable ones. We also boast of an exceptional infrastructural setup with all required amenities available within the premises. Besides the college exercises rigorous selection criteria and due caution while appointing the faculties so that it hires the services of the best of talents available and can justify the mission it is marching forward with. Considering the influx of students of various castes, creed, color, culture, ethnicity and financial backgrounds, the institution is holding its head high proudly establishing itself as an epitome of **Unity in Diversity**.

A full-fledged “**Tea Club**” is functional in the college which has proved to be of huge help in propagating the idea of developing better communication amongst the staff and faculties. To foster the idea of oneness amongst them, the college has also been exercising the idea of a specific dress code.

The institution also takes due efforts to help students exercise self discipline and self restrain by guiding them from time to time.

Healthy practices are at the core of a firm and sound foundation, an institution is built upon. These values impart strength and vision to the institution and help produce strong headed and morally sound minds. Going by this good old tradition, the institution is moving ahead with conviction and conformity.

File Description	Document
Link for Additional Information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Every institution in its quest towards betterment must embrace some distinct and original practice which helps it stand out and outreach the society in general and students in particular with a vision and a mission. A place which becomes instrumental in giving them dreams to live up to and challenges to look up to. Such an institution crosses the boundary line of being an academic centre and establishes itself as an entity which not only serves the motive of uplifting the lives of thousands of people but also helps them dream big and think high.

We as an institution have earned this reputation of serving the underprivileged, downtrodden and deprived strata of population. The college was established on the outskirts of Silvassa, a small town in the Union Territory of Dadra & Nagar Haveli in the year 2006. It was started at a time where there existed no higher educational institutions in the area and the parents were bound to send their children to colleges located at distant places. It badly affected the enrolment rate of the children of the area in courses of higher education. This constraint proved to be of even greater disadvantage for the female candidates longing for higher education.

The college was started in the memory of Late Sanjibhai Rupjibhai Delkar, a freedom fighter and a great visionary who strived hard till his last breathe for making the lives of the people of the region better-off. This noble cause was carried forward by his worthy son Shri. Mohan S Delkar, who devised ways, undertook huge efforts and laid down the foundation of the college at a time when it was needed the most. Establishment of the college in an area which was utterly neglected and completely deprived in terms of

higher education was actually a gesture on his part to make his father's noble dream of imparting higher education at meager fee, come true. This was apparently an endeavor on his part to serve the local needs to the best of his ability, a motto his father Late Sanjibhai Rupjibhai Delkar followed throughout his life.

Despite having the status of being a monopoly academic centre in the region, the institution never ever thought about commercialization of education. Providing higher education at a minimal cost and still not making any compromise with the quality, the college set a benchmark for the other blooming and upcoming educational institutions in the area by recruiting the most competent and highly qualified faculties. The college today proudly boasts of running all the three streams of Arts, Commerce and Science with vast range of subjects to choose from.

Dadra Nagar Haveli, the area where the college is located in, being an industrial hub, social sciences are perceived by students as a lesser important career option and suffer great deal of negligence. The stream also faces the brunt of having the reputation which blocks the perspective career prospects of a candidate in terms of employability and also restricts the areas he/she can venture into after completing their graduation. The college has succeeded in putting this myth to an end as large number of students from the college acquiring degree in Humanities today are well settled and boast of lavish careers. The institution takes great deal of pride in acknowledging the fact that the literature and social sciences actually form the very base a healthy society's foundation is laid down upon.

The college has become a symbol of quality education in the region. It has succeeded in mobilizing the resources in a way that students get benefitted the maximum. The college infrastructure is utilized for running various soft skill programs for the students which help them experiment with different career options and thereby make them multifaceted and dynamic. Communication skill programs run by the English Department is another feature of the college which needs special mention here. This program is crucial given the vernacular background of majority of students getting enrolled in the college.

The college is consistently working towards providing placement to the students through a fully functional placement cell which has tied up with number of corporate entities, Banking and IT companies to ensure employability to the deserving and worthy students. Corporate visits, Seminars and Workshops are contemplated upon so that the students can be familiarized with the work culture and milieu of the corporate world. It not only helps them overcome the gap between their theoretical knowledge and its practical application but also adds to their confidence and contributes to their holistic development. The college management has specifically been focusing on utilizing this facility to the optimum and ensures maximum output there from.

The college is working day and night in direction of increasing the global competency of the students against the backdrop of internationalization of Indian education system and keen competition the students get subjected to in terms of employment after their education is completed. The combination of Technical and communication skills has undoubtedly become an epitome of success in modern times which the college has taken due acknowledgement of and thereby puts great deal of emphasis on so that the students become competent worldwide.

The management of the college understands that vision without action is merely a dream. The institution not only believes in dreaming big but also transforming those dreams into reality. In spite of the constraint of the college existing in a remote area with limited resources to depend upon and numbered facilities to make use of, no stone has been left unturned by the institution in carving a niche for itself in the academic arena and making the students erudite and knowledgeable. In nutshell, the college has been

heading forward with a very clear headed approach towards improving not only the lives of the localities but also people from other states through imparting them quality education at a nominal fee. Despite all the existing limitations and hurdles, the college management is bound to take the institution to the heights of development and pinnacle of glory.

File Description	Document
Any additional information	View Document

NAAC

5. CONCLUSION

Additional Information :

- SSR College of Arts, Commerce and Science was established in 2006 under SSR Memorial Trust, Silvassa.
- The college is affiliated to Savitribai Phule Pune University, Pune catering 6 UG and 2 PG programmes.
- Choice Based Credit System is implemented for all 2 PG programmes.
- The College Principal has been awarded Best Principal Award “Adarsh Vidya Saraswati Rashtriya Puraskar” for the year March 2019 by Global Management Council, Ahmedabad
- The college has conducted following audits:
 - Academic and Administrative Audit
 - Green Audit
 - Gender Audit

Concluding Remarks :

SSR College of Arts, Commerce and Science feel privileged to present the Self Study Report (SSR) for assessment and accreditation, to the National Assessment and Accreditation Council (NAAC).

“NAAC” Accreditation helps the College to benchmark the quality parameters in terms of criteria and work on to achieve excellence in terms of quality with continuous improvement. A criterion-wise team has been formed to ensure communicating NAAC document requirements and collecting data and upload as required. A workshop was arranged by inviting an expert of NAAC Accreditation process to create awareness among the faculty. With the inputs given by the experts, staff at various levels worked for the respective criteria. All the staff have completed the tasks though there have been few challenges.

Infrastructure of the college is well equipped to deal with changing pedagogical needs which can be seen by its reputation as one of the best college in the area. In the coming years, the College plans to strengthen and expand the R & D culture in the campus so that the teaching learning process should become more innovative.

The College is proud to be affiliated to a premier university like Savitribai Phule Pune University and wishes to achieve overall excellence under its banner.

SSR College of Arts, Commerce and Science look forward to further steps in the process of getting NAAC Accreditation.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification										
1.3.2	<p>Number of value added courses imparting transferable and life skills offered during the last five years</p> <p>1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years</p> <p>Answer before DVV Verification : 30</p> <p>Answer after DVV Verification: 25</p> <p>Remark : Business ethics is not value added course. It will counted under professional ethics and core values.</p>										
1.4.2	<p>Feedback processes of the institution may be classified as follows:</p> <p>Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website</p> <p>Answer After DVV Verification: B. Feedback collected, analysed and action has been taken</p> <p>Remark : The link should be able to navigate through HEI website</p>										
2.3.3	<p>Ratio of students to mentor for academic and stress related issues</p> <p>2.3.3.1. Number of mentors</p> <p>Answer before DVV Verification : 289</p> <p>Answer after DVV Verification: 58</p> <p>Remark : total mentors cannot exceed total teachers</p>										
2.4.3	<p>Teaching experience per full time teacher in number of years</p> <p>2.4.3.1. Total experience of full-time teachers</p> <p>Answer before DVV Verification : 1530 years</p> <p>Answer after DVV Verification: 734 years</p> <p>Remark : since no data template is provided; taking 13 years as avg. experience for 58 teachers</p>										
2.4.4	<p>Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years</p> <p>2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>11</td><td>0</td><td>17</td><td>03</td><td>19</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	11	0	17	03	19
2018-19	2017-18	2016-17	2015-16	2014-15							
11	0	17	03	19							

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	1	0	1

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

3.2.2.1. Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
6	1	2	5	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
6	1	2	5	1

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Answer before DVV Verification : Yes

Answer After DVV Verification: No

Remark : No URL to plagiarism detection tool provided. Only policy document is not sufficient

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
21	11	13	11	11

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
9	0	0	0	0

Remark : Only the following have UGC links. Impact Of Online Seamless Video Streaming On Consumer Psychograph Cost - Volume - Profit Analysis As A Management Tool For Decision Making In Small Business Enterprise A Study On Ethical Issues In Human Resource Management A Study On Skill Of An Effective And Efficient Trainer Tax Saving Instrument Of Income Tax In India Corporate Social Responsibility In India Corporate Social Responsibility And Human Rights: A

	Discussion The Case Study On How ducational Data Mining Empower To Reform Education In India The Case Study On How Educational Data Mining Empower To Reform Education In India																				
3.3.5	<p>Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years</p> <p>3.3.5.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>14</td><td>1</td><td>5</td><td>2</td><td>0</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>14</td><td>1</td><td>3</td><td>2</td><td>0</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	14	1	5	2	0	2018-19	2017-18	2016-17	2015-16	2014-15	14	1	3	2	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
14	1	5	2	0																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
14	1	3	2	0																	
3.4.2	<p>Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years</p> <p>3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>4</td><td>0</td><td>1</td><td>0</td><td>0</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>1</td><td>0</td><td>1</td><td>0</td><td>0</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	4	0	1	0	0	2018-19	2017-18	2016-17	2015-16	2014-15	1	0	1	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
4	0	1	0	0																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
1	0	1	0	0																	
4.3.4	<p>Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)</p> <p>Answer before DVV Verification : Yes</p> <p>Answer After DVV Verification: No</p> <p>Remark : The proof provided does not indicate LMS</p>																				
4.4.1	<p>Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years</p> <p>4.4.1.1. Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table><tr><td></td><td></td><td></td><td></td><td></td></tr></table>																				

2018-19	2017-18	2016-17	2015-16	2014-15
57.22002	61.72964	45.27981	42.60563	33.59777

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
14.19	30.84	8.88	22.01	1.74

Remark : The numbers provided in the audited numbers vs HEI Input numbers vary. E.g. audited numbers (2018-2019) (in lakhs): 14.19 vs HEI Input (2018-19) (in lakhs): 57.22.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
96	44	53	110	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
35	43	50	106	1

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

Answer before DVV Verification : B. Any 6 of the above

	Answer After DVV Verification: B. Any 6 of the above																				
5.2.1	<p>Average percentage of placement of outgoing students during the last five years</p> <p>5.2.1.1. Number of outgoing students placed year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>14</td><td>21</td><td>12</td><td>5</td><td>17</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table> <p>Remark : Placements only through campus will be considered. An outsourcing HR consultancy placement record cannot be considered here.</p>	2018-19	2017-18	2016-17	2015-16	2014-15	14	21	12	5	17	2018-19	2017-18	2016-17	2015-16	2014-15	0	0	0	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
14	21	12	5	17																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
0	0	0	0	0																	
5.3.3	<p>Average number of sports and cultural activities/ competitions organised at the institution level per year</p> <p>5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>12</td><td>12</td><td>12</td><td>12</td><td>12</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>2</td><td>2</td><td>2</td><td>2</td><td>2</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	12	12	12	12	12	2018-19	2017-18	2016-17	2015-16	2014-15	2	2	2	2	2
2018-19	2017-18	2016-17	2015-16	2014-15																	
12	12	12	12	12																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
2	2	2	2	2																	
6.3.4	<p>Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years</p> <p>6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>34</td><td>6</td><td>9</td><td>1</td><td>4</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	34	6	9	1	4	2018-19	2017-18	2016-17	2015-16	2014-15					
2018-19	2017-18	2016-17	2015-16	2014-15																	
34	6	9	1	4																	
2018-19	2017-18	2016-17	2015-16	2014-15																	

	1	1	2	0	2
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6.5.3	<p>Average number of quality initiatives by IQAC for promoting quality culture per year</p> <p>6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <tr> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> <td>2015-16</td> <td>2014-15</td> </tr> <tr> <td>6</td> <td>9</td> <td>7</td> <td>6</td> <td>2</td> </tr> </table> <p>Answer After DVV Verification :</p> <table border="1"> <tr> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> <td>2015-16</td> <td>2014-15</td> </tr> <tr> <td>0</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> </table>					2018-19	2017-18	2016-17	2015-16	2014-15	6	9	7	6	2	2018-19	2017-18	2016-17	2015-16	2014-15	0	1	0	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																					
6	9	7	6	2																					
2018-19	2017-18	2016-17	2015-16	2014-15																					
0	1	0	0	0																					

7.1.10	<p>Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <tr> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> <td>2015-16</td> <td>2014-15</td> </tr> <tr> <td>5</td> <td>3</td> <td>4</td> <td>3</td> <td>2</td> </tr> </table> <p>Answer After DVV Verification :</p> <table border="1"> <tr> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> <td>2015-16</td> <td>2014-15</td> </tr> <tr> <td>2</td> <td>1</td> <td>1</td> <td>1</td> <td>2</td> </tr> </table>					2018-19	2017-18	2016-17	2015-16	2014-15	5	3	4	3	2	2018-19	2017-18	2016-17	2015-16	2014-15	2	1	1	1	2
2018-19	2017-18	2016-17	2015-16	2014-15																					
5	3	4	3	2																					
2018-19	2017-18	2016-17	2015-16	2014-15																					
2	1	1	1	2																					

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of students year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>807</td><td>775</td><td>752</td><td>766</td><td>751</td></tr></table> <p>Answer After DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>2334</td><td>2293</td><td>2269</td><td>2269</td><td>2269</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	807	775	752	766	751	2018-19	2017-18	2016-17	2015-16	2014-15	2334	2293	2269	2269	2269
2018-19	2017-18	2016-17	2015-16	2014-15																	
807	775	752	766	751																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
2334	2293	2269	2269	2269																	