



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

**SSR COLLEGE OF ARTS, COMMERCE AND
SCIENCE**

- Name of the Head of the institution **DR. RAJEEV GAJENDRA PAL SINGH**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **02602681103**
- Mobile no **9826143863**
- Registered e-mail **principal@ssracs.edu.in**
- Alternate e-mail **principalssracs@gmail.com**
- Address **SSR COLLEGE OF ARTS, COMMERCE AND
SCIENCE, SAYLI ROAD**
- City/Town **SILVASSA**
- State/UT **DADRA AND NAGAR HAVELI**
- Pin Code **396230**

2.Institutional status

- Affiliated /Constituent **AFFILIATED**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Self-financing**
- Name of the Affiliating University **SAVITRIBAI PHULE PUNE UNIVERSITY**
- Name of the IQAC Coordinator **DR. JIGNA KASHINATH MACHHI**
- Phone No. **02602681103**
- Alternate phone No. **9737814510**
- Mobile **9974193293**
- IQAC e-mail address **iqac@ssracs.edu.in**
- Alternate Email address **jigna.machhi@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://ssracs.edu.in/wp-content/uploads/2021/12/AQAR-Report-2019-20.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://ssracs.edu.in/wp-content/uploads/2022/03/Academic-Calendar-2020-21-1.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.52	2020	14/02/2020	13/02/2024

6. Date of Establishment of IQAC

05/07/2016

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

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

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 04

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

One Day G-Suite seminar One Day G-Suite seminar

Free RT-PCR testing for all the staff as well as students

National E-Conference on "Recent Advances & Opportunities in Botany"

National Workshop on "Computational Ecology"

Awareness programme on Code of Conduct

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

Plan of Action	Achievements/Outcomes
To conduct regular IQAC Meetings	Four IQAC meetings were conducted on following dates: 1. 1/06/2020 2. 4/07/2020 3. 2/12/2020 4. 20/03/2021
To Promote Technology Enabled Teaching-Learning	The Management of SSR College has put in concerted efforts to furnish the classrooms with computer system, LCD projectors and Internet connection in order to make the teaching-learning technology enabled and meaningful. Increase in the number of ICT enabled classrooms, and Wi-Fi campus have promoted extensive use of E-learning resources for innovative teaching.
To take initiatives for promoting research for teaching staff	The college has made efforts to promote research among students and staff members. Motivation is provided to the faculty to register for Ph.D. Research facilities like chemicals, free Internet, INFLIBNET, DEL NET, research journals also provided for research. For participation in various seminars/workshops/conferences etc. at the regional /state level / national level, a flexible time table is provided. Eminent resource persons are invited to conduct workshops/seminars/guest lectures on topics of research interest. Research culture among the students and staff members is cultivated.
To plan Online Admission Process	The Collage has implemented Online Admission process from the Academic Year 2020-21 by creating Google form and

	circulating the link amongst students through various social media platforms. Students filled online forms and paid fees online through the account details shared with them using Online banking and UPI planforms.
To promote Research and Extension Activities	The college has taken initiatives through IQAC by organizing a seminar on Research Paper Writing where all teachers were made aware of the basics Research Paper/ Article writing techniques and deliberated about various research tools and sources for preparing the papers and also informed about referencing styles. The IQAC committee members guided and encouraged teachers for writing Research Articles and books which resulted in publishing of research papers and books by various faculties.

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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13.Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-2021	12/12/2021
15.Multidisciplinary / interdisciplinary	

16.Academic bank of credits (ABC):**17.Skill development:****18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):****20.Distance education/online education:****Extended Profile****1.Programme**

1.1

531

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

File Description	Documents
Data Template	View File

2.Student

2.1

2169

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

424

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

File Description	Documents
Data Template	View File
2.3	728
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	56
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	69
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	19
Total number of Classrooms and Seminar halls	
4.2	48.28608
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	117
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

SSR College of ACS is affiliated to SPPU. The institute follows the curriculum designed by the affiliated university. The college regards effective delivery of curriculum as the most vital curricular aspect. At the beginning of academic session the college prepares the academic calendar which consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery of curriculum.

We undertake the following measures for effective delivery of the university curriculum at college level :

1. There is a faculty wise timetable committee which prepares the timetable
2. The college ensures effective curriculum delivery through systematic and strategic transparent mechanisms:
3. Teachers' diary is maintained for the curriculum planning
4. The faculty members take a few lectures on the introduction and implementation of the curriculum.
5. Unit Tests and assignments are conducted periodically.
6. Periodical meetings of the Head of the Departments are held with the Principal to take review.
7. Intra-departmental meetings for the review of the teaching, planning of unit tests, seminars etc. are also conducted.
8. Guest lectures of eminent speakers are arranged to give exposure of the current trends and the latest subject knowledge.
9. ICT is used for effective teaching.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Master-Time-Table-2020-21.pdf

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

SSR College of ACS is affiliated to Savitribai Phule Pune University. Institute follows the academic calendar in line with the university's calendar. At the beginning of academic session the college prepares the academic calendar which consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery.

We undertake the following measures for effective implementation of it for the conduct of continuous internal assessment.

The academic calendar helps faculty members to plan their course delivery, research work, academic and co-curricular activities. Department heads closely supervise the completion of syllabus.

Internal tests , assignments, quizzes, and seminars are part of the CIE. There is a well-defined process for the conduct of CIE as per the calendar of events. The course instructors prepare IA question papers as prescribed in the syllabus. Continuous evaluation and assessments are also done for laboratory courses, project work, seminars, and internships. Conduction of laboratory experiments and viva, Submission of records are the major components of course evaluation. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. In case of revision of academic calendar by university, institute incorporates necessary changes accordingly.

Thus the Academic Calendar helps for the smooth conduction of academics.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Academic-Calendar-2020-21-1.pdf

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

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

D. Any 1 of the above

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

1.2 - Academic Flexibility

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

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

8

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

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

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

18

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

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

1967

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

1.3 - Curriculum Enrichment

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

The institution runs the courses in Arts, Commerce and Science stream. Curriculum includes various topics/chapters covering cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. The institution took care to focus on these issues.

The details of the same are as following:

1. Professional Ethics :

Professional Ethics are being inculcated through the prescribed curriculum and other extracurricular activities. E.g. Business Communication course prescribed in the syllabus at different levels.

1. Gender Equality:

The prose, short stories, poetry and other chapters in certain courses addressed issues of gender sensitivity and equity along with other extracurricular activities.

1. Human Values:

Beside the syllabus, the institution organized programmes to inculcate human values in students and staff. NSS unit is very active and regularly arranged social and cultural activities in the college and in nearby villages.

1. Environment and Sustainability:

Environmental Studies is a compulsory subject for second year students. The institution took care to inculcate values related to environment and sustainability through various practices and programs under NSS.

E.g.: World Environment Day has been celebrated by the Department of Botany on 5 June 2020.

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

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

3

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

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

70

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://ssracs.edu.in/wp-content/uploads/2022/05/Criteria-1.4.1-Feedback-Report.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://ssracs.edu.in/wp-content/uploads/2022/05/Criteria-1.4.1-Feedback-Report.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

748

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

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

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

269

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

2.2 - Catering to Student Diversity

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

Not all the fingers are same. A student, might not perform good in one field, but we cannot say that he/she is incapable of

everything. We cannot divide students into different classes based on their observation, answerability, level of comprehension or interactions. So, to determine this, SSR College of Arts Commerce and Science organises different types of assignments which is set on an average level. Through this assignment's results, we determine which student needs encouragement and motivation. Then we do these types of exercises in a discreet manner through which slow learners are encouraged. We even place advanced students and slow learners together in a team for projects so that slow learners get a chance to explore new things.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Joint-Academic-Activity-Report.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2169	56

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

A parrot might win in a speaking competition but in order to survive in the real world, you need to be practical. By mugging up, one cannot become successful, but by logically planning and undertaking things practically, a person might get success. We the members of SSR College, encourages our students to study more practically rather than just mugging up the formulas and equation. Different different types of activities are planned for different different faculties like for science experiments are organised, fir Commerce and Arts industrial visits and question and answer sessions are organised. Even they are assigned different tasks like they are divided into many groups and group with the highest scores wins. These types of things are done to make them realise that the competition in real world is tough and you have to give

your best to survive.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/2.3.1-AllEvents.pdf

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

In this Era of rapid development in the field of technology, a person needs to be updated day by day with the latest trends. Just miss one step and boom, you are lagged behind. At the beginning of COVID-19, it was really difficult for everyone to deal with the terrifying situation. But with the help of advanced technology, we were able to continue our education through online platforms. Application like Google classroom, Google Meet, Zoom, Webex made the education continue during the pandemic. Even in online mode too, we made a lot of efforts to maintain the same environment and for that various online competition, webinars, orientation were setup and even during offline classes too projectors were used through which students were understanding the concept in depth due to visual representation.

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

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

2.3.3.1 - Number of mentors

56

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

2.4 - Teacher Profile and Quality

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

56

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

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

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

16

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

440

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

2.5 - Evaluation Process and Reforms

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

The college follows a continual and in-depth internal evaluation system as per the norms and guidelines laid down by Savitribai Phule Pune University, Pune.

The schedule of examinations as prepared by the University Examination Department is conveyed to the college students by publishing notices on college Notice boards as well as announcements are also made in the classrooms by the concerned teachers. During Corona Pandemic all such information was shared through Student Whatsapp and Telegram groups. Internal evaluation is done through cumulative percentage of attendance, tutorials, practical, field projects, research projects, assignments/seminars/oral presentations, etc. and the score acquired in the internal Mid-Sem exams.

Teachers are appointed as invigilators to supervise the internal exam of all subjects as per the schedule prepared by the concerned department. The concerned subject teacher in advance informs students about the syllabus prescribed for such exam. Answer sheets are shown to students to ensure transparency and accountability in the evaluation process.

Teachers' fill internal marks online on university examination portal through dedicated teachers' profile login account. College ensures prevention of malpractices by appointing internal flying squad. Marksheet of all examinee students are prepared and documented in the examination department.

File Description	Documents
Any additional information	View File
Link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/2.5.1-InternalTimeTable.pdf

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

In order to address the grievances regarding assessment, attendance, conduction of examination, issues related to harassment either by co-student or teacher in exam, college has formed Committees to deal with the grievances of the students.

College level examination- College appoints first year exam co-coordinator and members for 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 committee looks into all the Grievances regarding examination such as typo errors in the question papers, mistakes in the answer-sheets, and evaluation methods. The committee assures that students are provided with the facility of revaluation, reassessment system, and provision of the photocopy of the assessed answer- sheets.

Internal college level examination committee follows the rules and regulations as per the protocol designed by SPPU to conduct internal examinations without any hassle in the college. Misconduct by a student in any form in the examinations is put forth the college committee for apt action. All such issues are resolved in a time bound manner.

The college has created a mechanism for those students who in case fails or remains absent in the internal college examination.

File Description	Documents
Any additional information	View File
Link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Grievances-Data.pdf

2.6 - Student Performance and Learning Outcomes

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

Program specific outcomes and course outcomes for all programs offered by the institution are declared and displayed in the institution website and are conveyed to teaching staff and students. The program specific outcomes and course outcomes that states the objective of individual courses are specified in the syllabus and can be downloaded from Savitribai Phule Pune University website.

Teachers share and discuss the copy of syllabus with the students at the time of orientation.

The faculty members frame lesson plan of respective courses considering the program outcomes. Students are often encouraged towards course outcomes throughout the conduction of the course of the specific program.

Each faculty keeps Academic Record of the students in which COs and its mapping with POs is acknowledged. It assists the faculty to devise assignments and other evaluation methods in line with the COs.

The teaching learning pedagogy and evaluation methods are strategized in such a way to realize the COs. This mechanism ensures that the student is capable to attain the knowledge or skill required.

POs of all the faculties are emphasized through career opportunities to cater to the needs of the students after completion of the programs. Members of Alumnae committee are invited to share their insights with both the students and teachers during the Alumni Meet and at other events and meetings. They deliberate on how different courses have shaped their careers and help students to recognize the importance of the program.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/AllNewPOs.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The university has stated the Objectives and Learning Outcomes of the various courses and programs in the syllabus.

The objectives of the course ascertain the course contents and evaluation strategies. They insure the implementation of outcome-based education. The institute has devised strategies in such way that they facilitate the achievement of the intended learning outcomes in a very apt manner. Its regular activity.

internal evaluation (assignments, projects, presentations etc.).

Faculty members discuss students' performance with them and appreciate them and guide them .

Those students who excels in University examination and earn rank in the university they are rewarded in the Annual Program.

From time to time alumnae are invited to share their experience and knowledge with the students about scope of the particular program and the necessary skills required for making a career.

Institute takes initiatives for students' placement through Campus interviews as well as informing them about the recruitment drives

Continuous assessment system furnishes necessary feedback on the effectiveness of the teaching- learning process and learning outcomes of each course.

The institution regularly monitors and evaluates the quality of teaching in the following ways:

Head of the institution conducts meetings twice in a semester to

get feedback on the aspects such as syllabus completion, academic progress and the difficulties faced by students if any.

Feedback from students' is collected to ensure the efficient delivery of the content by a teacher.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/2.6.2-Attainment-2020-21.pdf

2.6.3 - Pass percentage of Students during the year

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

729

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://ssracs.edu.in/wp-content/uploads/2022/01/2.6.3-Pass-Percentage-of-Students.pdf

2.7 - Student Satisfaction Survey

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

<https://ssracs.edu.in/wp-content/uploads/2022/05/Students-Satisfaction-Survey-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

3.1.2.1 - Number of teachers recognized as research guides

2

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

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

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

0

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

3.2 - Innovation Ecosystem

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

The SSR College of Arts, Commerce and Science is situated in the tribble area of UT Diu, Daman, Dadra and Ngar Haveli. We always take initiatives for our duties towards poor and Tribble people. We have arranged visit of Robin Hood Army (NGO for poor child welfare) to incubate poor childrens towards the importance of education in the life. However in the time period of COVID-19 we were not able to work in our full strength due to full/partial lock-down in our institution to fight against the pandemic. During this period when most students were at home we took initiative to gain health at home by arranging YOGA Session for the students. The more than 1200 students and 55 faculties had taken advantage of the Yoga Session. The Session was conducted online with efforts of our sports director and Govt. of India Yoga Instructor.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/int.-Yoga-Day-20-21-report.pdf

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

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

ZERO

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

3.3 - Research Publications and Awards

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

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

5

File Description	Documents
URL to the research page on HEI website	https://ssracs.edu.in/wp-content/uploads/2022/01/3.1.2-and-3.3.1.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

11

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

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

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

17

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

3.4 - Extension Activities

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

In the time period of COVID-19 we were not able to work in our full strength due to full/partial lock-down in our institution to fight against the pandemic. During this period when most students were at home we took initiative to gain health at home by arranging YOGA Session for the students. Total 1236 students and 55 faculties had taken advantage of the Yoga Session. The Session was conducted online with efforts of our sports director and Govt. of India Yoga Instructor.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/int.-Yoga-Day-20-21-report.pdf
Upload any additional information	No File Uploaded

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

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

0

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

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

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

2

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

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

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

1236

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

3.5 - Collaboration

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

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

21

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

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

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

5

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Teaching -Learning Equipment in classroom:

The college is spread over a campus of 13.5 acres. The college has Fifteen (15 capacity of 120 students) Class Rooms and 4 small rooms. Out of them 6 class rooms and one auditorium are equipped with ICT facilities. The mode of teaching is both conventional Chalk & Talk method along with Digital mode.

The college has Principal cabin, Vice Principal Cabin, Office, conference room, NSS room/ Student Welfare Room, NAAC Cell, Examination Department with proper storage capacity and strong room. Our college has the following facilities: -

- Internet Facility (30 mbps)
- 2 High Quality Computer Labs with 70 PC's
- Well Equipped Labs (Computer, Chemistry, Physics, Botany, Electronics, Mathematics, Zoology, Microbiology, Psychology)
- Wi-Fi Campus

- Fully automated Library with In-flibnet Facility (N-List) and DELNET (Area of 134.10 sq. Mtrs with 44.1 Sq.Mtrs Book Storage areas)
- Rich Botanical Area (More than 72 types of plants and trees in campus)
- 02 UPS for uninterrupted power supply.
- Common PA system for all the colleges of the trust
- One of the computer labs has been upgraded to Smart Lab.
- All departments are equipped with desktops with Internet connectivity.
- CCTV
- Girls Common Room
- Google classroom platform and online teaching facility

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/4.1.1.pdf

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

Sports:

Physical Education and Sports department was started to develop students physically, mentally, intellectually and emotionally well. The College has provided sufficient Ground for athletes. Players play various Outdoor games like Cricket, Basketball, 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 organizes Sports meet (annual), lectures for awareness of health, Fitness & Sports, conduct fitness test, Informatics Yoga practice alternative programmes for healthy life.

Cultural:

The college has adequate facilities for Cultural activities. Cultural room and Play-ground are 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 get 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. At every alternate year the college also organizes "VISION" a Grand Annual Day celebration for the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/4.1.2-1.pdf

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

7

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/4.1.3_1_CLASS ICT.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**2.92140**

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

SSR College of Arts, Commerce and Science has vast collection of Books which includes Academic Books, Journals, Magazines, Fictions, Novels, Competitive Books, General Books, Reference Books and different types of News Paper Published in Hindi, English, Gujarati and Marathi which is accessible to all the students studying here. The record of the same is maintained in Vriddhi Software as well as in Register faculty wise. The Library also provides students web N.List (Inflibnet) Program.

Data Requirement for last five years: Upload a description of library with,

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

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://ssracs.edu.in/wp-content/uploads/2022/01/4.2.1.VRIDDHI-SOFTWARE-AMC-2020-21-001-converted.pdf

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

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

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

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

0.46

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

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

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

1.58

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

4.3 - IT Infrastructure

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

Describe IT facilities including Wi-Fi with date and nature of updating within a maximum of 500 words

College aims at providing 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.

Name Of IT Facilities

Quantity

Upgradation year

Computers

117

2015,2016,

2019

Laptops

02

2018

Printer

10 laser + 2dot Metric

2006,2008

Xerox Machine

04

2010,2012, 2016

switches

10

2012

Modems

02

2012

Wi-Fi

30 maps

2016,2019

Projector

07

2010,2013, 2019

UPS

02

2013, 2016,2017

Copier

01

2012

Bar code Scanner

01

2015

Web Cam

20

2016, 2020

CCTV Camera

26

2016,2017

DVR

02

2016,2017

Biometric Scanner for Attendance of Employees

01

2011

Microphone

19

2020

G- Suite (Online Teaching Platform) College Version 1 2020

LAN facility:

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

Proprietary software:

Name of software

Quantity

Upgradation year

Windows 7

25

2010

Ms office

25

2010

Quick heal EPS Antivirus

73

2016,2019

Tally

01

2008

Vriddhi software (College MNG. System)

01

2012

Windows server 2008

01

2010

Payroll Software

01

2017

Plagiarism Software**01****2019**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/4.3.1.pdf

4.3.2 - Number of Computers**117**

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

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

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****34.17166**

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

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

Building infrastructure

- There is a Maintenance committee to look after the maintenance, repair and constructional work related to the building. Construction, repair and maintenance of the building and physical infrastructure like water, power supply and gas are looked after by this committee. All work is done through a tender system as per standard norms.
- Maintenance of toilets and service areas are done by the cleaning staff.

Computer & IT infrastructure

- Lab assistants maintain Dead Stock Register regularly to keep account of the equipment and infrastructure, like computers, printers, etc.
- Annual Maintenance Contracts (AMC) for Vridhhi software to ensure their good service.
- CCTV cameras are installed inside the building and outside the building.

Classrooms are equipped with Computers, Web camera and Microphones for online classes during pandemic.

Laboratory Equipments

- Stock register and Dead Stock Register is maintained by all laboratories for keeping a record of chemicals, glassware and any other instruments.

Other Facilities

- Boys and Girls Hostels (central maintenance committee)
- Library (Library committee)
- Fire Safety Unit (AMC)
- Vending Machine for sanitary napkin (Maintained by Office with the help of civil hospital)
- Free bus service (Maintenance Committee)
- Canteen (Maintained regularly)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

02

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

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

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

05

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

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

B. 3 of the above

File Description	Documents
Link to Institutional website	https://ssracs.edu.in/wp-content/uploads/2022/07/Reports-of-the-Programme.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

205

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

205

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

15

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

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

5.2.2.1 - Number of outgoing student progression to higher education

91

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

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

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

03

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

5.3 - Student Participation and Activities

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

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

0

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

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

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. The selection of students council has been elected democratically. The Student Association is guided by principal sir and staff of the college on online mode due to COVID.

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. Due to covid, No offline activity conducted by Sports officer. The role of GS is important for smooth conduction of events like sports, cultural events, days and also have information regarding students problem related with college and education. Students representing from NSS responsible for NSS activity related work.

Various academic and administrative bodies that have student representatives on them include all co-curricular committees, NSS,

required students council ON ONLINE MODE due to COVID cases.Outstanding talent identified through the above events represents the college in group events or solo performances in festivals organized by colleges.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/student-welfare/
Upload any additional information	View File

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

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

The alumni association of the institute is established in the academic year 2019-20, The main objectives of the association are

1. To encourage and nurture the interaction between Alumni and the institute benefited mutually to both.

2. To urge the Alumni to take interest in the process and development of the institute. 3.To guide the students of the Institute for professional development, higher education, and being good citizens.

4.To promote the formation of regional chapters to increase participation of Alumni

5.To organize and support recruitment activities for the students of the institute.

6. To boost the students of the Institute and Alumni members of the Association for research development work.

7. To mentor students of the Institute on various professional careers available and support them through various activities such as workshops, expert advice, seminars, industrial visits, etc.

8. To provide financial support in terms of scholarships to students and Alumni of the Institute for the purpose of education and career.

9. To encourage students and Alumni for the development of their entrepreneurship skills and self-employment.

10. To support and assist other regional bodies for training programs in entrepreneurship development, with resources available with the association.

11.To foster the industry- institute interaction to bridge the gap between industry and education offered by the institute and enhance students' employability.

12. To encourage and support students of the Institute in sports, cultural and extra-curricular activities.

13. To promote computer awareness and internet literacy among the backward class of society.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/alumni-association/
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision of College:

To emerge as a "Centre of excellence" and "Global hub for knowledge" with

- Cutting-edge research & development of skills to create entrepreneurs capable of contributing in different fields.
- 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.

The Nature of Governance

The prime focus of the college is to provide value-based education. The management is committed to achieve its objectives of vision and mission by organizing various activities to fulfill education policies as laid down by the Ministry of Human Resource Development.

Perspective Plans

The management provides adequate and consistent financial, manpower and other resource required by the college from time to time and voluntarily provides the support beyond what is stipulated by the university.

Participation of the teachers in decision making bodies

The Management constantly encourages and supports the teachers to ensure that all the activities are conducted smoothly by involvement in different committees.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Criteria-6.1.1.pdf
Upload any additional information	No File Uploaded

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

In India, The Coronavirus pandemic has caused a major disruption in the college admission process. With the lack of availability of traditional means of college admissions, students are left confused.

It is not feasible for students to visit the college campus and do the admission procedure. So to make the process easy, it was decided to carry out the procedure in an online way by designing Google form.

The Google form has been prepared for online application and the committee was formed. The information such as personal information, address details, education details, student's photograph and uploading the supporting documents was filled by the students. The documents were verified by the admission committee and approved.

The queries related to technical and other issues were solved telephonically. The fees payment was also accepted through online payment directly in the college account which was verified by transaction ID.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Criteria-6.1.2.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Due to the COVID-19 pandemic, the teaching through online mode has become inevitable. The college has decided to conduct online classes for the students by using G-Suite. For the same, teachers and students were given the official e-mail id.

The facilities needed like Desktops with webcam and LAN connection were installed in each class. Teachers have formed Google classroom and WhatsApp groups for students. They have sent soft copy of notes/textbooks/reference books/good PPTs/recommended lectures to students either through WhatsApp or email for study at home. The teachers have also developed e-contents for students in the form of video lectures which were also available on the college website and college youtube channel.

All departments have prepared a time table for online classes and submitted it to principals who have prepared master time tables and sent it to the students through WhatsApp or email. Principals with the help of two or three senior teachers have supervised the conduct of online classes from time to time. The management has given a surprise visit to monitor conduct of online classes.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Criteria-6.2.1.pdf
Upload any additional information	No File Uploaded

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

Academic Aspects:

- The practice of decentralization is followed by the Management to make major policy decisions. The members of the College Developing Committee (CDC) discuss matters related to teaching and non-teaching staff and the College

budget.

- The Principal along with the Vice-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 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 helps to create a harmonious and positive attitude in the College leading to increased efficiency, improved communication, heightened morale, motivation and job satisfaction.

Administrative Aspects:

- Office superintendent looks after the administrative wing of the college. The college is completely self-financed and committees are formed for responsibility of establishment and examination.
- The appointments and service rules are as per the rules of regulations provided by the university.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Criteria-6.2.2.pdf
Link to Organogram of the institution webpage	https://ssracs.edu.in/wp-content/uploads/2022/07/Oraganogram-of-the-College.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

- A refreshment in the form of tea is provided for all the staff.
- A free bus transport facility is given to all the employees.
- Medical and Maternity leaves are provided as per the leave policy framed by "SSR Memorial Trust".
- Vacations and university notified holidays are given to all.
- Emergency Medical Kit is made available to all which is used to give First Aid treatment.
- Encouragement is provided for those faculty who wish to attain higher qualification such as Ph.D. as well as those who wish to improve their qualification.
- Healthy and hygienic work environment is available for all.
- Incentive is provided for dress materials for non-teaching staff.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/07/6.3.1_faculty-welfare.pdf
Upload any additional information	View File

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

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

0

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

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

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

4

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

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

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

13

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

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

The College has developed a mechanism to monitor the multiple activities of the faculty members and to evaluate their performances through the Performance Appraisal System. Each faculty is required to maintain the Teacher's diary in detail about the classes conducted, the topics & subtopics planned and taught. The principal along with IQAC collects students' feedback on teachers' performance. Verbal feedback from the students is taken by HODs and Principal. Information thus collected is analyzed by the authority and the IQAC.

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

Experience

Feedback from HOD and Principal

Feedback from students

Innovative teaching practices

Pursuing higher studies (Ph.D, PDF)

Research activities

Publication of Research papers

Publication of books

Mentoring methods

Active participation in team work

Result percentage produced in the University Examination

Community service through the college and outside the college

Participation in conducting extra-curricular activities

Outstanding achievements in their studies pursued after joining the college

Skill up gradation through participation in Conferences/Workshops etc.

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

Experience

Work Discipline

Feedback from HOD and Principal

Active participation in team work

Participation in Community services

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/05/Students-Satisfaction-Survey-2020-21.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Internal Audit is performed by officials deputed from the College Trust office, who audits all the accounts yearly. The management has established the purchase process that requires the approval of top officials. The expenditures 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 account books, payment vouchers, bills and bank statements maintained by the college are verified by the Senior Accounts officer. The documentary evidence is 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.

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 successive year. External auditor verifies all receipts & expenses bills, payments of the financial year.

A well 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.

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

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

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

0

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

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

The College functions within the system of rules and regulations formulated by management. The different sources of funds for the college are student's admission fees, prospectus fees and interest on FDR. The fee received from the students is the main source of revenue. The collection of admission fees is on yearly basis which is utilized for the recurring expenditures incurred by the college. The management has strong conviction and policy of offering quality education at an affordable cost without collecting any donation. The college conducts audits to monitor the utilization of the funds effectively and efficiently. Daily financial transactions are maintained supported by vouchers by the College Accountant. 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 quarterly while external audit is done by registered Chartered Accountant at the end of each financial year.

Staff Salary, academic activities and other payment are done with fees collection. Management allocates budget to create and upgrade the infrastructural facilities. Also enough care is taken to maintain cleanliness in the campus which coexists with godliness and fund is judiciously utilized.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/07/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing

the quality assurance strategies and processes

In order to enhance the quality of the institution in all spheres, various quality assurance strategies were initiated by the IQAC. All the faculty members are encouraged to participate in Orientation, refresher courses, Workshops, Seminars and conferences related to the teacher-learning process and research.

Best Practices

Title of the Practice: Conducting National and international Seminars/Conference/Workshops

Objectives of the Practice:

Conferences and seminars provide the perfect platform to meet people face-to-face in your field, exchange details and chat about how you might work together in the future. In the seminar, participants engage in the discussion of an academic subject for the aim of gaining a better insight into the subject.

To meet this objectives various programmes such as One Day "G-Suite Seminar", National E-Conference on "Recent Advances & Opportunities in Botany", National Workshop on "Computational Ecology" and Awareness programme on "Code of Conduct" was organized by IQAC.

Best Practices II

Title of the Practice: e-content development

Objectives of the Practice:

E- Content is a very powerful tool of education.

To meet this objective, teachers have developed e-content in the form of video lectures, PPT etc which is also available on college YouTube channel as well as on the college website.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/07/6.5.1-final.pdf
Upload any additional information	View File

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

1. Facility provided for conducting online lectures

To cope up with the unavoidable situations arised due to the pandemic and to adjust with it so that the learning process of students is not affected, it was decided by the institution and management to set up the online teaching platform. To line up with this the subscriptions for G-Suite were purchased and each classroom was equipped with Desktop with webcam and LAN connections.

2. Develop study materials for subjects

Faculty members were encouraged to develop Digital Content of study

Materials in the form of Video Lectures, Powerpoint presentations, Pdf of study materials and give access to students. The study materials were shared through Online Platforms like Google Classroom, Whatsapp etc. The link of E-Contents was also shared on College website for easy access of students. The e-library facility was developed to give access to students.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/07/6.5.2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);

D. Any 1 of the above

Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://ssracs.edu.in/annualreport_2020-2021_caad018950/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

7.1.1. Gender Equity

Institution shows gender sensitivity in providing facilities such as:

a) Safety and Security

- **Discipline Committee**

a) Meetings of Discipline Committee are conducted as and when required.

- **Robust security System**

The college has made it mandatory for the entrants to carry Identity Cards.

The college has made an agreement with a security company named CPF. Ladies security guards have also been deputed at the campus.

- Separate parking lots have been provided for the staff and students.
- 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 with full time rectors and 24 x 7 CCTV surveillance.

- CCTV System
 1. CCTV cameras are installed throughout the campus.
 2. Power backup is available.

Anti Ragging cell

As per the recommendations of the Government of Maharashtra's AntiRagging Ordinance 1999, the college has established an anti-ragging cell.

b) Guidance & Counseling Cell

The college has a Guidance & Counseling Cell that works for the general well-being of the students.

c) Common Room

There is provision for separate common rooms for both boys and girls.

File Description	Documents
Annual gender sensitization action plan	https://ssracs.edu.in/wp-content/uploads/2022/07/7.1.1-Annual-Gender-Sensitization-Action-Plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://ssracs.edu.in/wp-content/uploads/2022/01/7.1.1-Final-Combined-Report.pdf

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

C. Any 2 of the above

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

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

Waste management steps include

- 1. Solid waste management**
- 2. Liquid waste management**
- 3. E-waste management**
- 4. Waste recycling system**

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.

There are arrangements to segregate bio-degradable waste from non-degradable one. The degradable waste thus separated is processed in a pit in the backyard of the college for recycling purposes.

As per the recommendations of the Municipal Corporation of Silvassa, the

college has made provision to keep dry garbage separate from the wet garbage.

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

The concerned departments have been instructed to prepare a list of the machines lying redundant. The college administration is in conversation with an agency called e-waste recyclers India for the safe disposal of this e-waste. The agency has promised to award a

certificate of merit along with monetary compensation.

The above arrangements testify the commitment of the college to contribute to the cause of clean environment.

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

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

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

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

A. Any 4 or all of the above

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

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

B. Any 3 of the above

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

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

The institution is marching ahead with a firm footing on the ideals of tolerance and harmony. Efforts are undertaken to provide cultural, regional, linguistic and socio-economic inclusion to the students from divergent backgrounds.

The 9 days of Navratri are celebrated in the college with great zeal and enthusiasm. The staff and the students follow a specific colour code to channelize the cosmic energy in a positive way to mark the festivities. The college celebrates Traditional day where students and staff representing different states come dressed in their traditional attires to strengthen the ideas of national integrity and Unity in Diversity.

To ensure regional harmony, the institution celebrates 'Liberation day' on the 2nd of August. The day marks the integration of the region of Dadra & Nagar Haveli with the Union of India. Similarly Adivasi Diwas and a local harvesting festival named Diwaso are observed to pay respect to the local tribal communities. The college usually incorporates the colourful folk dance of the area in all its co-curricular and extra curricular events.

The college also arranges for a University supported programme named Earn and Learn scheme and various scholarships proposed by the local NGOs to help the students with financial need.

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

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

The institution is well aware of its responsibility towards inculcating value in its students and employees regarding constitutional obligations.

The core values emphasized by the institution also reinforce the ideas of equity and inclusion. The institution is also particular about contributing its best to the theme of clean environment, one of our core civic responsibilities.

The Constitution Day is celebrated with a view to help spreading information about the rights conferred by the Indian constitution. The University, too, has helped strengthening the belief of the students in Indian constitution by introducing subjects named Democracy, Election and Governance for the undergraduate courses and Business Ethics and Professional values for the M.Com course.

Gandhi Jayanti is commemorated in the college to stress the need of non-violence, self-discipline and self-righteousness in today's youth. The college also celebrates Martyr's day on the 30th of January every year to emphasize the teachings of Mahatma Gandhi with a view to ignite a sense of patriotism and integrity. The day is observed to mark the death anniversary of the father of nation.

International Human Rights Day, too, is celebrated with an objective to invoke a sense of self awareness, social responsibility and respect for the ethical values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://ssracs.edu.in/wp-content/uploads/2022/01/7.1.9-Final-Combined-Reports.pdf
Any other relevant information	Nil

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

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

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

To instill a sense of pride in the minds of the youth, the college celebrates various international and national commemorative days, events and festivals.

The college celebrated the Teachers' Day on the 5th of September. An online program was organized to celebrate the event.

The college commemorated the Gandhi Jayanti on the 2nd of October. The Political Science Department of the college organized a

national level e-Quiz contest and a Poster competition to mark the occasion.

A flag hoisting ceremony was held to mark the Independence Day on the 15th of August. It was followed by a poetry writing competition organized by the Political Science Department on the topic " Love for Mother Land".

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

The college also observed the Constitution Day, Environment Day, International Human Rights Day, Statistics Day, Martyr's Day, World Suicide Prevention Day, Women's Day, Vasant Panchmi, Liberation Day and World Mental Health Day by organizing competitions like Poster making, Plantation Programme, e-Quizzes, PowerPoint Presentation, Slogan writing, webinars etc.

This adds to the patriotism of the youngsters and motivate them thoroughly.

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

7.2 - Best Practices

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

As the body and mind are closely related, the mind cannot be healthy without good health. Health refers to a healthy state of mind and a body physically fit to have no disorder, illness, or disease. In a view of realizing this end, the prominent best practices the college carries out comprise Students' Counseling and Health and Hygiene Awareness.

The first activity ensures overall qualitative improvement by helping the students deal with the complexities of their everyday

life and enabling them to meet up the challenges of adolescence. To meet this noble end, the college went the 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 various events that can help to improve and maintain the good health of students.

The college highly boasts of these events in terms of huge number of students from the rural areas to get proper awareness regarding health and hygiene. Having a healthy lifestyle will lead the students to a better overall health and keep them away from medicines.

I. Students' Counseling

1. Title of the Practice:

File Description	Documents
Best practices in the Institutional website	https://ssracs.edu.in/wp-content/uploads/2022/01/7.2.1_Best-Practices-1-1.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The college was established in the year 2006, 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 Late Mohan S Delkar, who devised ways, undertook efforts and laid down the foundation of the college to fulfill the vision of his father.

The college set a benchmark by recruiting the most competent and highly qualified faculties to provide quality education at a minimal cost.

The college is continuously working to increase the global competency of the students and make them dynamic through running

soft skill programs comprising of various Technical and communication enhancement courses.

The college boasts of a placement cell having ties with number of corporate entities.

Even though the college exists in a very remote area with limited access to resources, yet the institution has carved a niche for itself in the academic arena .

Despite all the existing limitations and hurdles, the college management is committed to take the institution to the heights of development and pinnacle of glory.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

SSR College of ACS is affiliated to SPPU. The institute follows the curriculum designed by the affiliated university. The college regards effective delivery of curriculum as the most vital curricular aspect. At the beginning of academic session the college prepares the academic calendar which consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery of curriculum.

We undertake the following measures for effective delivery of the university curriculum at college level :

1. There is a faculty wise timetable committee which prepares the timetable
2. The college ensures effective curriculum delivery through systematic and strategic transparent mechanisms:
3. Teachers' diary is maintained for the curriculum planning
4. The faculty members take a few lectures on the introduction and implementation of the curriculum.
5. Unit Tests and assignments are conducted periodically.
6. Periodical meetings of the Head of the Departments are held with the Principal to take review.
7. Intra-departmental meetings for the review of the teaching, planning of unit tests, seminars etc. are also conducted.
8. Guest lectures of eminent speakers are arranged to give exposure of the current trends and the latest subject knowledge.
9. ICT is used for effective teaching.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Master-Time-Table-2020-21.pdf

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

SSR College of ACS is affiliated to Savitribai Phule Pune University. Institute follows the academic calendar in line with the university's calendar. At the beginning of academic session the college prepares the academic calendar which consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery.

We undertake the following measures for effective implementation of it for the conduct of continuous internal assessment.

The academic calendar helps faculty members to plan their course delivery, research work, academic and co-curricular activities. Department heads closely supervise the completion of syllabus.

Internal tests , assignments, quizzes, and seminars are part of the CIE. There is a well-defined process for the conduct of CIE as per the calendar of events. The course instructors prepare IA question papers as prescribed in the syllabus. Continuous evaluation and assessments are also done for laboratory courses, project work, seminars, and internships. Conduction of laboratory experiments and viva, Submission of records are the major components of course evaluation. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. In case of revision of academic calendar by university, institute incorporates necessary changes accordingly.

Thus the Academic Calendar helps for the smooth conduction of academics.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Academic-Calendar-2020-21-1.pdf

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

D. Any 1 of the above

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

1.2 - Academic Flexibility

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

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

8

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

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)****18**

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

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**1967**

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

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

The institution runs the courses in Arts, Commerce and Science stream. Curriculum includes various topics/chapters covering cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. The institution took care to focus on these issues.

The details of the same are as following:

1. Professional Ethics :

Professional Ethics are being inculcated through the prescribed curriculum and other extracurricular activities. E.g. Business

Communication course prescribed in the syllabus at different levels.

1. Gender Equality:

The prose, short stories, poetry and other chapters in certain courses addressed issues of gender sensitivity and equity along with other extracurricular activities.

1. Human Values:

Beside the syllabus, the institution organized programmes to inculcate human values in students and staff. NSS unit is very active and regularly arranged social and cultural activities in the college and in nearby villages.

1. Environment and Sustainability:

Environmental Studies is a compulsory subject for second year students. The institution took care to inculcate values related to environment and sustainability through various practices and programs under NSS.

E.g.: World Environment Day has been celebrated by the Department of Botany on 5 June 2020.

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

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

3

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

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

70

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

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://ssracs.edu.in/wp-content/uploads/2022/05/Criteria-1.4.1-Feedback-Report.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://ssracs.edu.in/wp-content/uploads/2022/05/Criteria-1.4.1-Feedback-Report.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

748

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

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

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

269

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

2.2 - Catering to Student Diversity

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

Not all the fingers are same. A student, might not perform good in one field, but we cannot say that he/she is incapable of everything. We cannot divide students into different classes based on their observation, answerability, level of comprehension or interactions. So, to determine this, SSR College of Arts Commerce and Science organises different types of assignments which is set on an average level. Through this assignment's results, we determine which student needs encouragement and motivation. Then we do these types of exercises in a discreet manner through which slow learners are encouraged. We even place advanced students and slow learners together in a team for projects so that slow learners get a chance to explore new things.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Joint-Academic-Activity-Report.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2169	56

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

A parrot might win in a speaking competition but in order to survive in the real world, you need to be practical. By mugging up, one cannot become successful, but by logically planning and undertaking things practically, a person might get success. We the members of SSR College, encourages our students to study more practically rather than just mugging up the formulas and equation. Different different types of activities are planned for different different faculties like for science experiments are organised, fir Commerce and Arts industrial visits and question and answer sessions are organised. Even they are assigned different tasks like they are divided into many groups and group with the highest scores wins. These types of things are done to make them realise that the competition in real world is tough and you have to give your best to survive.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/2.3.1-AllEvents.pdf

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

In this Era of rapid development in the field of technology, a person needs to be updated day by day with the latest trends. Just miss one step and boom, you are lagged behind. At the beginning of COVID-19, it was really difficult for everyone to deal with the terrifying situation. But with the help of advanced technology, we were able to continue our education through online platforms. Application like Google classroom, Google Meet, Zoom, Webex made the education continue during the pandemic. Even in online mode too, we made a lot of efforts to maintain the same environment and for that various online competition, webinars, orientation were setup and even during offline classes too projectors were used through which students were understanding the concept in depth due to visual representation.

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

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

2.3.3.1 - Number of mentors

56

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

2.4 - Teacher Profile and Quality

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

56

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

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

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

16

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

440

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

2.5 - Evaluation Process and Reforms

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

The college follows a continual and in-depth internal evaluation system as per the norms and guidelines laid down by Savitribai Phule Pune University, Pune.

The schedule of examinations as prepared by the University Examination Department is conveyed to the college students by publishing notices on college Notice boards as well as announcements are also made in the classrooms by the concerned teachers. During Corona Pandemic all such information was shared through Student Whatsapp and Telegram groups. Internal evaluation is done through cumulative percentage of attendance, tutorials, practical, field projects, research projects, assignments/seminars/oral presentations, etc. and the score acquired in the internal Mid-Sem exams.

Teachers are appointed as invigilators to supervise the

internal exam of all subjects as per the schedule prepared by the concerned department. The concerned subject teacher in advance informs students about the syllabus prescribed for such exam. Answer sheets are shown to students to ensure transparency and accountability in the evaluation process.

Teachers' fill internal marks online on university examination portal through dedicated teachers' profile login account. College ensures prevention of malpractices by appointing internal flying squad. Marksheet of all examinee students are prepared and documented in the examination department.

File Description	Documents
Any additional information	View File
Link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/2.5.1-InternalTimeTable.pdf

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

In order to address the grievances regarding assessment, attendance, conduction of examination, issues related to harassment either by co-student or teacher in exam, college has formed Committees to deal with the grievances of the students.

College level examination- College appoints first year exam co-coordinator and members for 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 committee looks into all the Grievances regarding examination such as typo errors in the question papers, mistakes in the answer-sheets, and evaluation methods. The committee assures that students are provided with the facility of revaluation, reassessment system, and provision of the photocopy of the assessed answer- sheets.

Internal college level examination committee follows the rules and regulations as per the protocol designed by SPPU to conduct internal examinations without any hassle in the college. Misconduct by a student in any form in the examinations is put forth the college committee for apt action. All such issues are resolved in a time bound manner.

The college has created a mechanism for those students who in case fails or remains absent in the internal college examination.

File Description	Documents
Any additional information	View File
Link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Grievances-Data.pdf

2.6 - Student Performance and Learning Outcomes

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

Program specific outcomes and course outcomes for all programs offered by the institution are declared and displayed in the institution website and are conveyed to teaching staff and students. The program specific outcomes and course outcomes that states the objective of individual courses are specified in the syllabus and can be downloaded from Savitribai Phule Pune University website.

Teachers share and discuss the copy of syllabus with the students at the time of orientation.

The faculty members frame lesson plan of respective courses considering the program outcomes. Students are often encouraged towards course outcomes throughout the conduction of the course of the specific program.

Each faculty keeps Academic Record of the students in which COs and its mapping with POs is acknowledged. It assists the faculty to devise assignments and other evaluation methods in line with the COs.

The teaching learning pedagogy and evaluation methods are strategized in such a way to realize the COs. This mechanism ensures that the student is capable to attain the knowledge or skill required.

POs of all the faculties are emphasized through career opportunities to cater to the needs of the students after completion of the programs. Members of Alumnae committee are invited to share their insights with both the students and

teachers during the Alumni Meet and at other events and meetings. They deliberate on how different courses have shaped their careers and help students to recognize the importance of the program.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/AllNewPOs.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The university has stated the Objectives and Learning Outcomes of the various courses and programs in the syllabus.

The objectives of the course ascertain the course contents and evaluation strategies. They insure the implementation of outcome-based education. The institute has devised strategies in such way that they facilitate the achievement of the intended learning outcomes in a very apt manner. Its regular activity.

internal evaluation (assignments, projects, presentations etc.).

Faculty members discuss students' performance with them and appreciate them and guide them .

Those students who excels in University examination and earn rank in the university they are rewarded in the Annual Program.

From time to time basis alumnae are invited to share their experience and knowledge with the students about scope of the particular program and the necessary skills required for making a career.

Institute takes initiatives for students' placement through Campus interviews as well as informing them about the recruitment drives

Continuous assessment system furnishes necessary feedback on the effectiveness of the teaching- learning process and learning outcomes of each course.

The institution regularly monitors and evaluates the quality of teaching in the following ways:

Head of the institution conducts meetings twice in a semester to get feedback on the aspects such as syllabus completion, academic progress and the difficulties faced by students if any.

Feedback from students' is collected to ensure the efficient delivery of the content by a teacher.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/2.6.2-Attainment-2020-21.pdf

2.6.3 - Pass percentage of Students during the year

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

729

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://ssracs.edu.in/wp-content/uploads/2022/01/2.6.3-Pass-Percentage-of-Students.pdf

2.7 - Student Satisfaction Survey

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

<https://ssracs.edu.in/wp-content/uploads/2022/05/Students-Satisfaction-Survey-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

3.1.2.1 - Number of teachers recognized as research guides

2

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

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

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

0

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

3.2 - Innovation Ecosystem

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

The SSR College of Arts, Commerce and Science is situated in the tribble area of UT Diu, Daman, Dadra and Ngar Haveli. We always take initiatives for our duties towards poor and Tribble people. We have arrengeed visit of Robin Hood Army (NGO for poor child walfare) to incubate poor childrens towards the importance of education in the life. However in the time period of COVID-19 we were not able to work in our full strength due to full/partial lock-down in our institution to fight against the pendemic. During this period when most students were at home we took intiative to gain health at home by arrengeing YOGA Session for the students. The more than 1200 students and 55 faculties had taken advantage of the Yoga Session. The Session was conducted online with efforts of our sports director and Govt. of India Yoga Instructor.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/int.-Yoga-Day-20-21-report.pdf

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

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

ZERO

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

3.3 - Research Publications and Awards

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

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

5

File Description	Documents
URL to the research page on HEI website	https://ssracs.edu.in/wp-content/uploads/2022/01/3.1.2-and-3.3.1.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

11

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

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and

papers in national/ international conference proceedings year wise during year

17

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

3.4 - Extension Activities

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

In the time period of COVID-19 we were not able to work in our full strength due to full/partial lock-down in our institution to fight against the pandemic. During this period when most students were at home we took initiative to gain health at home by arranging YOGA Session for the students. Total 1236 students and 55 faculties had taken advantage of the Yoga Session. The Session was conducted online with efforts of our sports director and Govt. of India Yoga Instructor.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/int.-Yoga-Day-20-21-report.pdf
Upload any additional information	No File Uploaded

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

0

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

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

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

2

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

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

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

1236

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

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year****21**

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year****5**

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

Teaching -Learning Equipment in classroom:

The college is spread over a campus of 13.5 acres. The college

has Fifteen (15 capacity of 120 students) Class Rooms and 4 small rooms. Out of them 6 class rooms and one auditorium are equipped with ICT facilities. The mode of teaching is both conventional Chalk & Talk method along with Digital mode.

The college has Principal cabin, Vice Principal Cabin, Office, conference room, NSS room/ Student Welfare Room, NAAC Cell, Examination Department with proper storage capacity and strong room. Our college has the following facilities: -

- Internet Facility (30 mbps)
- 2 High Quality Computer Labs with 70 PC's
- Well Equipped Labs (Computer, Chemistry, Physics, Botany, Electronics, Mathematics, Zoology, Microbiology, Psychology)
- Wi-Fi Campus
- Fully automated Library with In-flibnet Facility (N-List) and DELNET (Area of 134.10 sq. Mtrs with 44.1 Sq.Mtrs Book Storage areas)
- Rich Botanical Area (More than 72 types of plants and trees in campus)
- 02 UPS for uninterrupted power supply.
- Common PA system for all the colleges of the trust
- One of the computer labs has been upgraded to Smart Lab.
- All departments are equipped with desktops with Internet connectivity.
- CCTV
- Girls Common Room
- Google classroom platform and online teaching facility

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/4.1.1.pdf

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

Sports:

Physical Education and Sports department was started to develop students physically, mentally, intellectually and emotionally well. The College has provided sufficient Ground for athletes. Players play various Outdoor games like Cricket, Basketball, 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 organizes Sports meet (annual), lectures for awareness of health, Fitness & Sports, conduct fitness test, Informatics Yoga practice alternative programmes for healthy life.

Cultural:

The college has adequate facilities for Cultural activities. Cultural room and Play-ground are 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 get 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. At every alternate year the college also organizes "VISION" a Grand Annual Day celebration for the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/4.1.2-1.pdf

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

7

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/4.1.3_1_CLASS ICT.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2.92140

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

4.2 - Library as a Learning Resource

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

SSR College of Arts, Commerce and Science has vast collection of Books which includes Academic Books, Journals, Magazines, Fictions, Novels Competitive Books General Books Reference Books and different types of News Paper Published in Hindi, English, Gujarati and Marathi which is accessible to all the students studying here. The record of the same is maintained in vriddhi Software as well as in Register faculty wise. The Library also provides students web N.List (Inflibnet) Program.

Data Requirement for last five years: Upload a description of library with,

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

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://ssracs.edu.in/wp-content/uploads/2022/01/4.2.1.VRIDDHI-SOFTWARE-AMC-2020-21-001-converted.pdf

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

A. Any 4 or more of the above

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

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

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

0.46

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

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

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

1.58

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

4.3 - IT Infrastructure

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

Describe IT facilities including Wi-Fi with date and nature of updating within a maximum of 500 words

College aims at providing 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.

Name Of IT Facilities

Quantity

Upgradation year

Computers

117

2015,2016,

2019

Laptops

02

2018

Printer

10 laser + 2dot Metric

2006,2008

Xerox Machine

04

2010,2012, 2016

switches

10

2012

Modems

02	
2012	
Wi-Fi	
30 maps	
2016,2019	
Projector	
07	
2010,2013, 2019	
UPS	
02	
2013, 2016,2017	
Copier	
01	
2012	
Bar code Scanner	
01	
2015	
Web Cam	
20	
2016, 2020	
CCTV Camera	
26	
2016,2017	

DVR

02

2016,2017

Biometric Scanner for Attendance of Employees

01

2011

Microphone

19

2020

G- Suite (Online Teaching Platform) College Version 1 2020

LAN facility:

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

Proprietary software:

Name of software

Quantity

Upgradation year

Windows 7

25

2010

Ms office

25

2010

Quick heal EPS Antivirus

73

2016,2019

Tally

01

2008

Vriddhi software (College MNG. System)

01

2012

Windows server 2008

01

2010

Payroll Software

01

2017

Plagiarism Software

01

2019

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/4.3.1.pdf

4.3.2 - Number of Computers**117**

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

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

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****34.17166**

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

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

Building infrastructure

- **There is a Maintenance committee to look after the**

maintenance, repair and constructional work related to the building. Construction, repair and maintenance of the building and physical infrastructure like water, power supply and gas are looked after by this committee. All work is done through a tender system as per standard norms.

- Maintenance of toilets and service areas are done by the cleaning staff.

Computer & IT infrastructure

- Lab assistants maintain Dead Stock Register regularly to keep account of the equipment and infrastructure, like computers, printers, etc.
- Annual Maintenance Contracts (AMC) for Vridhhi software to ensure their good service.
- CCTV cameras are installed inside the building and outside the building.

Classrooms are equipped with Computers, Web camera and Microphones for online classes during pandemic.

Laboratory Equipments

- Stock register and Dead Stock Register is maintained by all laboratories for keeping a record of chemicals, glassware and any other instruments.

Other Facilities

- Boys and Girls Hostels (central maintenance committee)
- Library (Library committee)
- Fire Safety Unit (AMC)
- Vending Machine for sanitary napkin (Maintained by Office with the help of civil hospital)
- Free bus service (Maintenance Committee)
- Canteen (Maintained regularly)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/01/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

02

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

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

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

05

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

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

B. 3 of the above

File Description	Documents
Link to Institutional website	https://ssracs.edu.in/wp-content/uploads/2022/07/Reports-of-the-Programme.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

205

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

205

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

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

15

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

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

5.2.2.1 - Number of outgoing student progression to higher education

91

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

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

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

03

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

5.3 - Student Participation and Activities

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

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

0

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

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

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. The selection of students council has been elected democratically. The Student Association is guided by principal sir and staff of the college on online mode due to COVID.

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. Due to covid, No offline activity conducted by Sports officer. The role of GS is important for smooth conduction of events like sports, cultural events, days and also have information regarding students problem related with college and education. Students representing from NSS responsible for NSS activity related work.

Various academic and administrative bodies that have student representatives on them include all co-curricular committees, NSS, required students council ON ONLINE MODE due to COVID cases. Outstanding talent identified through the above events represents the college in group events or solo performances in festivals organized by colleges.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/student-welfare/
Upload any additional information	View File

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

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

The alumni association of the institute is established in the academic year 2019-20, The main objectives of the association are

1. To encourage and nurture the interaction between Alumni and the institute benefited mutually to both.

2. To urge the Alumni to take interest in the process and development of the institute. 3.To guide the students of the Institute for professional development, higher education, and being good citizens.

4.To promote the formation of regional chapters to increase participation of Alumni

5.To organize and support recruitment activities for the students of the institute.

6. To boost the students of the Institute and Alumni members of the Association for research development work.

7. To mentor students of the Institute on various professional careers available and support them through various activities such as workshops, expert advice, seminars, industrial visits, etc.

8. To provide financial support in terms of scholarships to students and Alumni of the Institute for the purpose of education and career.

9. To encourage students and Alumni for the development of their entrepreneurship skills and self-employment.

10. To support and assist other regional bodies for training programs in entrepreneurship development, with resources available with the association.

11.To foster the industry- institute interaction to bridge the gap between industry and education offered by the institute and enhance students' employability.

12. To encourage and support students of the Institute in sports, cultural and extra-curricular activities.

13. To promote computer awareness and internet literacy among the backward class of society.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/alumni-association/
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision of College:

To emerge as a "Centre of excellence" and "Global hub for knowledge" with

- Cutting-edge research & development of skills to create entrepreneurs capable of contributing in different fields.
- 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.

The Nature of Governance

The prime focus of the college is to provide value-based education. The management is committed to achieve its objectives of vision and mission by organizing various activities to fulfill education policies as laid down by the Ministry of Human Resource Development.

Perspective Plans

The management provides adequate and consistent financial, manpower and other resource required by the college from time to time and voluntarily provides the support beyond what is stipulated by the university.

Participation of the teachers in decision making bodies

The Management constantly encourages and supports the teachers to ensure that all the activities are conducted smoothly by involvement in different committees.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Criteria-6.1.1.pdf
Upload any additional information	No File Uploaded

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

In India, The Coronavirus pandemic has caused a major disruption in the college admission process. With the lack of availability of traditional means of college admissions, students are left confused.

It is not feasible for students to visit the college campus and do the admission procedure. So to make the process easy, it was decided to carry out the procedure in an online way by designing Google form.

The Google form has been prepared for online application and the committee was formed. The information such as personal information, address details, education details, student's photograph and uploading the supporting documents was filled by the students. The documents were verified by the admission committee and approved.

The queries related to technical and other issues were solved telephonically. The fees payment was also accepted through online payment directly in the college account which was verified by transaction ID.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Criteria-6.1.2.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Due to the COVID-19 pandemic, the teaching through online mode

has become inevitable. The college has decided to conduct online classes for the students by using G-Suite. For the same, teachers and students were given the official e-mail id.

The facilities needed like Desktops with webcam and LAN connection were installed in each class. Teachers have formed Google classroom and WhatsApp groups for students. They have sent soft copy of notes/textbooks/reference books/good PPTs/recommended lectures to students either through WhatsApp or email for study at home. The teachers have also developed e-contents for students in the form of video lectures which were also available on the college website and college youtube channel.

All departments have prepared a time table for online classes and submitted it to principals who have prepared master time tables and sent it to the students through WhatsApp or email. Principals with the help of two or three senior teachers have supervised the conduct of online classes from time to time. The management has given a surprise visit to monitor conduct of online classes.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Criteria-6.2.1.pdf
Upload any additional information	No File Uploaded

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

Academic Aspects:

- The practice of decentralization is followed by the Management to make major policy decisions. The members of the College Developing Committee (CDC) discuss matters related to teaching and non-teaching staff and the College budget.
- The Principal along with the Vice-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 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 helps to create a harmonious and positive attitude in the College leading to increased efficiency, improved communication, heightened morale, motivation and job satisfaction.

Administrative Aspects:

- Office superintendent looks after the administrative wing of the college. The college is completely self-financed and committees are formed for responsibility of establishment and examination.
- The appointments and service rules are as per the rules of regulations provided by the university.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/03/Criteria-6.2.2.pdf
Link to Organogram of the institution webpage	https://ssracs.edu.in/wp-content/uploads/2022/07/Oraganogram-of-the-College.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

- A refreshment in the form of tea is provided for all the staff.
- A free bus transport facility is given to all the employees.
- Medical and Maternity leaves are provided as per the leave policy framed by "SSR Memorial Trust".
- Vacations and university notified holidays are given to all.
- Emergency Medical Kit is made available to all which is used to give First Aid treatment.
- Encouragement is provided for those faculty who wish to attain higher qualification such as Ph.D. as well as those who wish to improve their qualification.
- Healthy and hygienic work environment is available for all.
- Incentive is provided for dress materials for non-teaching staff.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/07/6.3.1_faculty-welfare.pdf
Upload any additional information	View File

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

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

year	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded
6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year	
6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year	
4	
File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File
6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)	
6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year	
13	

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

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

The College has developed a mechanism to monitor the multiple activities of the faculty members and to evaluate their performances through the Performance Appraisal System. Each faculty is required to maintain the Teacher's diary in detail about the classes conducted, the topics & subtopics planned and taught. The principal along with IQAC collects students' feedback on teachers' performance. Verbal feedback from the students is taken by HODs and Principal. Information thus collected is analyzed by the authority and the IQAC.

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

Experience

Feedback from HOD and Principal

Feedback from students

Innovative teaching practices

Pursuing higher studies (Ph.D, PDF)

Research activities

Publication of Research papers

Publication of books

Mentoring methods

Active participation in team work

Result percentage produced in the University Examination

Community service through the college and outside the college

Participation in conducting extra-curricular activities

Outstanding achievements in their studies pursued after joining the college

Skill up gradation through participation in Conferences/Workshops etc.

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

Experience

Work Discipline

Feedback from HOD and Principal

Active participation in team work

Participation in Community services

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/05/Students-Satisfaction-Survey-2020-21.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Internal Audit is performed by officials deputed from the College Trust office, who audits all the accounts yearly. The management has established the purchase process that requires the approval of top officials. The expenditures 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 account books, payment vouchers, bills and bank statements maintained by the college are verified by the Senior Accounts officer. The documentary evidence is 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.

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 successive year. External auditor verifies all receipts & expenses bills, payments of the financial year.

A well 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.

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

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

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

0

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

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

The College functions within the system of rules and regulations formulated by management. The different sources of funds for the college are student's admission fees, prospectus fees and interest on FDR. The fee received from the students is the main source of revenue. The collection of admission fees is on yearly basis which is utilized for the recurring expenditures incurred by the college. The management has strong conviction and policy of offering quality education at an affordable cost without collecting any donation. The college conducts audits to monitor the utilization of the funds effectively and efficiently. Daily financial transactions are maintained supported by vouchers by the College Accountant. 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 quarterly while external audit is done by registered Chartered Accountant at the end of each financial year.

Staff Salary, academic activities and other payment are done with fees collection. Management allocates budget to create and upgrade the infrastructural facilities. Also enough care is taken to maintain cleanliness in the campus which coexists with godliness and fund is judiciously utilized.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/07/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

In order to enhance the quality of the institution in all spheres, various quality assurance strategies were initiated by the IQAC. All the faculty members are encouraged to participate in Orientation, refresher courses, Workshops, Seminars and conferences related to the teacher-learning process and research.

Best Practices

Title of the Practice: Conducting National and international Seminars/Conference/Workshops

Objectives of the Practice:

Conferences and seminars provide the perfect platform to meet people face-to-face in your field, exchange details and chat about how you might work together in the future. In the seminar, participants engage in the discussion of an academic subject for the aim of gaining a better insight into the subject.

To meet this objectives various programmes such as One Day "G-Suite Seminar", National E-Conference on "Recent Advances & Opportunities in Botany", National Workshop on "Computational Ecology" and Awareness programme on "Code of Conduct" was organized by IQAC.

Best Practices II

Title of the Practice: e-content development

Objectives of the Practice:

E- Content is a very powerful tool of education.

To meet this objective, teachers have developed e-content in the form of video lectures, PPT etc which is also available on

college YouTube channel as well as on the college website.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/07/6.5.1-final.pdf
Upload any additional information	View File

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

1. Facility provided for conducting online lectures

To cope up with the unavoidable situations arised due to the pandemic and to adjust with it so that the learning process of students is not affected, it was decided by the institution and management to set up the online teaching platform. To line up with this the subscriptions for G-Suite were purchased and each classroom was equipped with Desktop with webcam and LAN connections.

2. Develop study materials for subjects

Faculty members were encouraged to develop Digital Content of study

Materials in the form of Video Lectures, Powerpoint presentations, Pdf of study materials and give access to students. The study materials were shared through Online Platforms like Google Classroom, Whatsapp etc. The link of E-Contents was also shared on College website for easy access of students. The e-library facility was developed to give access to students.

File Description	Documents
Paste link for additional information	https://ssracs.edu.in/wp-content/uploads/2022/07/6.5.2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above
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File Description	Documents
Paste web link of Annual reports of Institution	https://ssracs.edu.in/annualreport_2020-2021_caad018950/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

7.1.1.1. Gender Equity

Institution shows gender sensitivity in providing facilities such as:

a) Safety and Security

- Discipline Committee

a) Meetings of Discipline Committee are conducted as and when required.

- Robust security System

The college has made it mandatory for the entrants to carry

Identity Cards.

The college has made an agreement with a security company named CPF. Ladies security guards have also been deputed at the campus.

- Separate parking lots have been provided for the staff and students.
- 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 with full time rectors and 24 x 7 CCTV surveillance.

- CCTV System
 1. CCTV cameras are installed throughout the campus.
 2. Power backup is available.

Anti Ragging cell

As per the recommendations of the Government of Maharashtra's AntiRagging Ordinance 1999, the college has established an anti-ragging cell.

b) Guidance & Counseling Cell

The college has a Guidance & Counseling Cell that works for the general well-being of the students.

c) Common Room

There is provision for separate common rooms for both boys and girls.

File Description	Documents
Annual gender sensitization action plan	https://ssracs.edu.in/wp-content/uploads/2022/07/7.1.1-Annual-Gender-Sensitization-Action-Plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://ssracs.edu.in/wp-content/uploads/2022/01/7.1.1-Final-Combined-Report.pdf

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

C. Any 2 of the above

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

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

Waste management steps include

1. Solid waste management
2. Liquid waste management
3. E-waste management
4. Waste recycling system

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.

There are arrangements to segregate bio-degradable waste from non-degradable one. The degradable waste thus separated is processed in a pit in the backyard of the college for recycling purposes.

As per the recommendations of the Municipal Corporation of Silvassa, the

college has made provision to keep dry garbage separate from the wet garbage.

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

The concerned departments have been instructed to prepare a list of the machines lying redundant. The college administration is in conversation with an agency called e-waste recyclers India for the safe disposal of this e-waste. The agency has promised to award a certificate of merit along with monetary compensation.

The above arrangements testify the commitment of the college to contribute to the cause of clean environment.

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

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping	A. Any 4 or All of the above										
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Geo tagged photos / videos of the facilities</td><td>View File</td></tr> <tr> <td>Various policy documents / decisions circulated for implementation</td><td>View File</td></tr> <tr> <td>Any other relevant documents</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	View File	Various policy documents / decisions circulated for implementation	View File	Any other relevant documents	View File			
File Description	Documents										
Geo tagged photos / videos of the facilities	View File										
Various policy documents / decisions circulated for implementation	View File										
Any other relevant documents	View File										
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution											
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above										
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Reports on environment and energy audits submitted by the auditing agency</td><td>View File</td></tr> <tr> <td>Certification by the auditing agency</td><td>View File</td></tr> <tr> <td>Certificates of the awards received</td><td>View File</td></tr> <tr> <td>Any other relevant information</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	View File	Certification by the auditing agency	View File	Certificates of the awards received	View File	Any other relevant information	View File	
File Description	Documents										
Reports on environment and energy audits submitted by the auditing agency	View File										
Certification by the auditing agency	View File										
Certificates of the awards received	View File										
Any other relevant information	View File										
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly	B. Any 3 of the above										

washrooms Signage including tactile path, lights, display boards and signposts
Assistive technology and facilities for persons with disabilities (Divyangjan)
accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

The institution is marching ahead with a firm footing on the ideals of tolerance and harmony. Efforts are undertaken to provide cultural, regional, linguistic and socio-economic inclusion to the students from divergent backgrounds.

The 9 days of Navratri are celebrated in the college with great zeal and enthusiasm. The staff and the students follow a specific colour code to channelize the cosmic energy in a positive way to mark the festivities. The college celebrates Traditional day where students and staff representing different states come dressed in their traditional attires to strengthen the ideas of national integrity and Unity in Diversity.

To ensure regional harmony, the institution celebrates 'Liberation day' on the 2nd of August. The day marks the integration of the region of Dadra & Nagar Haveli with the Union of India. Similarly Adivasi Diwas and a local harvesting festival named Diwaso are observed to pay respect to the local tribal communities. The college usually incorporates the colourful folk dance of the area in all its co-curricular and

extra curricular events.

The college also arranges for a University supported programme named Earn and Learn scheme and various scholarships proposed by the local NGOs to help the students with financial need.

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

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

The institution is well aware of its responsibility towards inculcating value in its students and employees regarding constitutional obligations.

The core values emphasized by the institution also reinforce the ideas of equity and inclusion. The institution is also particular about contributing its best to the theme of clean environment, one of our core civic responsibilities.

The Constitution Day is celebrated with a view to help spreading information about the rights conferred by the Indian constitution. The University, too, has helped strengthening the belief of the students in Indian constitution by introducing subjects named Democracy, Election and Governance for the undergraduate courses and Business Ethics and Professional values for the M.Com course.

Gandhi Jayanti is commemorated in the college to stress the need of non-violence, self-discipline and self-righteousness in today's youth. The college also celebrates Martyr's day on the 30th of January every year to emphasize the teachings of Mahatma Gandhi with a view to ignite a sense of patriotism and integrity. The day is observed to mark the death anniversary of the father of nation.

International Human Rights Day, too, is celebrated with an objective to invoke a sense of self awareness, social responsibility and respect for the ethical values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://ssracs.edu.in/wp-content/uploads/2022/01/7.1.9-Final-Combined-Reports.pdf
Any other relevant information	Nil

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

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

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

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

To instill a sense of pride in the minds of the youth, the college celebrates various international and national commemorative days, events and festivals.

The college celebrated the Teachers' Day on the 5th of September. An online program was organized to celebrate the event.

The college commemorated the Gandhi Jayanti on the 2nd of October. The Political Science Department of the college organized a national level e-Quiz contest and a Poster competition to mark the occasion.

A flag hoisting ceremony was held to mark the Independence Day on the 15th of August. It was followed by a poetry writing competition organized by the Political Science Department on the topic " Love for Mother Land".

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

The college also observed the Constitution Day, Environment Day, International Human Rights Day, Statistics Day, Martyr's Day, World Suicide Prevention Day, Women's Day, Vasant Panchmi, Liberation Day and World Mental Health Day by organizing competitions like Poster making, Plantation Programme, e-Quizzes, PowerPoint Presentation, Slogan writing, webinars etc.

This adds to the patriotism of the youngsters and motivate them thoroughly.

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

7.2 - Best Practices

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

As the body and mind are closely related, the mind cannot be healthy without good health. Health refers to a healthy state of mind and a body physically fit to have no disorder, illness, or disease. In a view of realizing this end, the prominent best practices the college carries out comprise Students' Counseling and Health and Hygiene Awareness.

The first activity ensures overall qualitative improvement by helping the students deal with the complexities of their everyday life and enabling them to meet up the challenges of adolescence. To meet this noble end, the college went the 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 various events that can help to improve and maintain the good health of students.

The college highly boasts of these events in terms of huge number of students from the rural areas to get proper awareness regarding health and hygiene. Having a healthy lifestyle will lead the students to a better overall health and keep them away from medicines.

I. Students' Counseling

1. Title of the Practice:

File Description	Documents
Best practices in the Institutional website	https://ssracss.edu.in/wp-content/uploads/2022/01/7.2.1_Best-Practices-1-1.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The college was established in the year 2006, 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 Late Mohan S Delkar, who devised ways, undertook efforts and laid down the foundation of the college to fulfill the vision of his father.

The college set a benchmark by recruiting the most competent and highly qualified faculties to provide quality education at a minimal cost.

The college is continuously working to increase the global competency of the students and make them dynamic through running soft skill programs comprising of various Technical and communication enhancement courses.

The college boasts of a placement cell having ties with number of corporate entities.

Even though the college exists in a very remote area with limited access to resources, yet the institution has carved a niche for itself in the academic arena .

Despite all the existing limitations and hurdles, the college management is committed to take the institution to the heights of development and pinnacle of glory.

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

7.3.2 - Plan of action for the next academic year

INTERNAL QUALITY ASSURANCE CELL

FUTURE PLANS OF THE INSTITUTION FOR THE YEAR 2021-2022

? Research and Development

? Seminars/Workshops

? Online Teaching

? To start certificate courses

? Online Admission

? Preparing for NAAC 2nd Cycle

FUTURE PLANS

Curriculum

- To open more PG courses in conventional subjects.

Teaching-Learning & Evaluation

- Activation of Evaluation on Teaching and Learning through Tutor-Ward system.
- Remedial programme for students.
- Evaluation of Teaching and Learning with the assistance of students' Feedback.
- Evaluation and Reformation of Examination System.

Research & Extension

- Promotion of Research Culture among faculty and students.
- Organise National/International Seminar/Conference.
- Publication of Research Paper/Article

Learning Resource

- Improvement and Extension of Library facility with special attention to e-information resources by purchasing CDs, DVDs etc.
- Extension of Departmental Library.

Student Progression

- Facilitating Support services through placement cell in BPO, Retail Chain Management, Hardware/Networking, Marketing Management, etc.
- Organisation of Seminars/Workshops for entrepreneurship Development among the students.

Organisation & Management

- Budgeting and optimum utilization of finance, reflected in up-to-date audit.
- Improvement of Teacher-Student ratio for better Academic Development.

Innovative Practices

- Students' Feedback.
- Academic Counselling.
- Earn & Learn Programme.
- Teachers' Performance Appraisal.