



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	KAMALA EDUCATION SOCIETY'S PRATIBHA COLLEGE OF COMMERCE AND COMPUTER STUDIES
Name of the head of the Institution	Dr. Babasaheb Sangale
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	0207276011411
Mobile no.	9422032481
Registered Email	pccs@pratibhagroup.org.in
Alternate Email	kpgandhi.78@gmail.com
Address	Block D III, Plot 3, Behind Mehta Hospital, Off Mumbai Pune Road,
City/Town	Chinchwad, Pune

State/UT	Maharashtra
Pincode	411019
2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	Dr.Kshitija Gandhi
Phone no/Alternate Phone no.	0207276011411
Mobile no.	8149487265
Registered Email	kpgandhi.78@gmail.com
Alternate Email	pccs@pratibhagroup.org.in
3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://pcccs.org.in/
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is	http://megamindsystech.in/pcccs/assets/Reports/Academic_Calender/ACADEMIC%20CALENDAR%202018-

uploaded in the institutional website:
Weblink :

[19.pdf](#)

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.60	2015	15-Nov-2015	14-Nov-2020

6. Date of Establishment of IQAC

18-Nov-2015

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular Meeting, Timely AQAR submission, Feedback	16-Jul-2018 1	11
AAA by CEDA	26-Apr-2019 2	88
Teaching Audit	08-Feb-2019 3	63
FDP's for Teaching Staff	24-Jul-2018 7	24
Training programs for Administrative staff and non-teaching staff	19-Nov-2018 2	20

8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Savitribai Phule Pune University	Q.I.P. National Level Seminar	U.G.C	2018 2	107629
Savitribai Phule Pune University	Q.I.P. State Level Seminar	U.G.C	2018	69062

			2	
Savitribai Phule Pune University	Q.I.P. Sports Equipments	U.G.C	2008 0	100000
Savitribai Phule Pune University	Q.I.P. Office Equipment	U.G.C	2008 0	100000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

• Job Fair • Decentralization Participative Admin • Faculty Development Program • Industry Academia • A.A.A • Website Developing

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

Plan of Action	Achievements/Outcomes
<p><input type="checkbox"/> Publishing research papers Modern teacher is basically a researcher. Many teaching professionals are always working on various experiments. Eventually, the teachers will be living a creative life with research. Teachers working on various topics must publish a paper. Its award of hard work of a teacher. Generally, when preparing a paper, teachers will come across various recent developments in the area of research. This will thus is up-gradation of knowledge. This knowledge gain will help the teachers in delivery of course too. Many institutions are motivating the teachers to publish the papers. This will be the initiative by the institutes to motivate the teachers for research. Improves writing skill Helps in knowledge up-gradation Keeps updated Teaches about literature survey Creates a set of knowledge for others Adds value Keeps me alive as a researcher Motivate others to research Gives chance to externally access my work</p>	<p>Management encourages the staff for publishing research papers. It allows fund for publishing the papers. Appreciate them in the Annual Gathering. College has published its own ISSN journal for the newly entered staff. Faculty members approaches to the Advisory committee for the guidance and support.</p>
<p><input type="checkbox"/> Academics administrative audit (AAA) conducted its follow up actions. Academic and Administrative Audit (AAA) is a system to control and maintain high standards in the field of Higher Education. It is playing vital role in providing quality education to the learners all over the world. In addition to the developed countries, even the developing as well as underdeveloped countries, are nowadays coming forward in opting the AAA. It is a continuous process of selfintrospection for the better growth of the institution. The present paper proposes to focus on the role and significance of AAA in the present day globalized Indian academia.</p>	<p>Organized and conducted through CEDA</p>
<p><input type="checkbox"/> Teaching Audits cutting edge approaches to professional development not only boost staff performance, retention, morale and recruitment, but they can have a strong impact on pupil outcomes. The purpose of the teaching and learning audit is to provide quality, independent feedback to school communities on how the school is performing against agreed standards. § There is an expectation that principals will use this information to improve teaching and learning processes, practices and systems. § There is an expectation that regions will support schools to</p>	<p>Every year carried out by the team of experts. The reports are communicated to the concerned faculty members. Time is allowed for the improvement. HOD are instructed to take a</p>

develop and implement school improvement plans and incorporate agreed actions, where needed, following an audit. § Teaching and learning audits will not be used to review the performance of a principal or any staff member. The audits are not part of the process for managing unsatisfactory performance.

feedback from the students.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

College Development Committee

08-Jul-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

26-Apr-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

31-Jan-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The institution adopts partial Management Information System (Vridhhi) which facilitates a systemized and channelized information flow enabling easy decision making for effective administration. The MIS is widely implemented in the administration of the institution facilitating easy retrieval of the information regarding academics, examination, and student attendance of the institution. The academic processes like the internal marks, conduct of end semester /annual examination and publication of the results are computerized. User friendly software for the purpose of library management is in place facilitating the maintenance of records relating to the availability of books, books issue/return, etc. The institution uses Tally software for finance section supports activities like admission, fees collection and accounting, pay roll management etc. The efforts have been made to pass on information of student's attendance through SMS facility to the parents. College website is another source for disseminating information regarding various events taking place in the college Bridge Course •Teaching Plans Learning through innovative teaching methods like Field visits, Industrial Projects, Group Discussion, Industrial Visit, OMT etc. •Teaching methods used by faculties are PPT, presentation, seminars, workshops, visiting faculties and industrial experts share their job experiences and problems with students Advance learners teach help their peers in understanding the difficult part of study. •Well Stocked Library, Reading Hall, Elearning N LIST are available in the college premises •Innovative practices in teaching, seminars, FDP, QIP: •Feedback system: Library assignment, viva, Practical examination, class test on the basis of these tools faculties evaluates students. •Remedial Class: After completion of the syllabus faculties conduct remedial classes for improvement of slow learners. •Students and teachers regularly make use of Library, Computer Centre, AudioVideo facility, YouTube to supplement their teaching. •Guest lectures, seminars, workshops are regularly organized by the college for the benefit of the students. •Students attend and participate in seminars, discussions and workshops in institutions other than the college. •Student feedback is a regular component which facilitates teachers to introspect and review their teaching techniques and course content.

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Curriculum aspects are the main focus of any education institution. Pratibha College of Commerce and Computer Studies (PCCCS) has initiated a wide range of programmes and courses according to the recent trends and issues which would help the students to enhance their knowledge. We offers three years integrated Undergraduate courses in B.B.A., B.B.A(IB), B.B.A(CA), B.C.A.(Sc), B.Com., B.Sc. (Computer Science), B.Sc. (Regular) and two year Post Graduate Course in M.Sc. (Computer Science) along with sizable certificate courses. The College implements its vision and mission in curriculum with proper planning for the curriculum

delivery. The college appoints approved and qualified teachers as per the university norms and the workload distribution is in accordance with the University procedures. The allocation of Subjects is given to faculties based on their expertise and liking for the subject before the vacations. So, that the faculty can update themselves in their respective subjects and come prepared for the Semester. The subject's objectives and outcomes are taken into consideration as per the vision and mission and as displayed on college website while delivering the subject. The course details are prepared in a form of teaching plan wherein the method used is highlighted along with the duration required for completing the same with University guidelines. Once the topic is complete the students' knowledge is analyzed in different ways. The students are guided accordingly for rectifying the results. Continuous assessment of the students is done so as to make the student competent and efficient to face the realities of the world. The teaching methodology differs from subject to subject wherein practicals, experiments, role play, project, group discussion, PPT PRESENTATION, Quiz etc. are used. Experts from various fields are called for delivering guest lectures and sharing their hands on experience which motivate the students. Every year the HOD checks on the completion of syllabus from each teacher. Our college provides different value addition and add on courses for the students to enhance their employ-ability skills and get hands-on training in different subjects which are not included into the syllabus. The placement cell, Competitive career cell and MOU cell of the college arranges various placement and training activities for the students wherein the interview techniques, aptitude test, GK test, etc. are taken for provided in the form of soft skill to enhance the employability skills of the students. In our college content beyond syllabus is implemented along with various activities to enhance the employability of students and to understand civil responsibility by Blood Donation, Orphanage visit, Old Age home visit, tree plantation etc. are a few to name. Curricular and co- curricular activities are inculcated to assist in curriculum delivery which make the students a good human being. Feedback is collected on different parameters. The college has adopted the feedback mechanism wherein special formats are developed to collect the feedback from students, teachers, alumni and parents. Feedback is periodically analyzed and is used in improvements. The IQAC plays vital role through its meetings in ensuring proper and effective curriculum planning and implementation.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Yoga	N.A.	21/06/2018	1	Awareness	Fitness
Tally ERP with GST	N.A.	28/09/2018	03	Employability	Accounting
Cyber Security	N.A.	26/07/2018	01	Employability	Analytical
Digital Marketing	N.A.	26/07/2018	01	Employability and entrepreneurship	Selling
Godrej sponsored short term course in beauty and wellness	N.A.	01/03/2019	3	Employability	Enhancement
Short Term course in make up	N.A.	01/03/2019	3	Employability	Enhancement

Competitive Career and Guidance	N.A.	18/08/2018	1	Employability	Knowledge
Aptitude Training	N.A.	05/02/2019	1	Employability	Knowledge
Soft Skill Development	N.A.	01/08/2018	5	Employability	Confidence

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Regular S.Y.B.Sc Physics, Chemistry, Maths, Stats, Environmental Sc, Botany, Electronics	01/07/2018

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Physics, Chemistry, Maths, Stats, Environmental Sc, Botany, Electronics	01/07/2018
MSc	Functional programming, Artificial intelligence, System admin bussiness intelligence, web services	01/07/2018
BCom	Cost and works accounting, banking and finance	01/07/2018
BBA	Marketing, Finance	01/07/2018

1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	276	0

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Mahindra Pride School	19/11/2018	288

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Marketing, Finance	113
BBA	International Business	93
MSc	Computer Science	84
BCom	Accountancy & Costing	387
BSc	Computer Science	262
BCA	Computer Applications	194
BSc	Regular	41

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The college has a formal mechanism to obtain feedback from the students on different parameters. Feedback is taken from each students regarding the curriculum coverage, quality of teaching, infrastructural facilities, learning recourses, Sports facilities etc. The IQAC plays vital role in ensuring proper effective use of feedback in quality improvements. Feedback is the tool which helps an individual to develop by making improvements and changing the required course of action. Feedback keeps the stone rolling and continuously polishing itself in the process. Feedback gives us the opportunity to excel in the required field. Our college has a very good system of communication formal and informal. Since communication is the thread which binds everyone into the institution. One needs to utilize this tool very often. From this year we develop online feedback Forms by using Google forms. Link of Google forms is circulated to every student by mail. All CSV sheets maintain and analyzed by authorities. Evaluation of teachers by students is done on 10 points which cover topics like punctuality regularity, command over the subject, fluency of medium, understanding effectiveness of teaching, completion of syllabus, Teachers Knowledge about application of the subject, Readiness for Extra Lectures, Willingness to Guide Students/Solve problem, Use of innovative teaching methods, Overall impression. The feedback is discussed in staff meetings which are held in IQAC committee

meetings .As per that analysis proper action is taken wherever necessary. At the end of the year there is academic audit for every teacher in which lecture observation is done by auditors. Auditors are appointed from outside colleges who have excellence in the respective subjects vital experience of teaching the same. As per their remarks, the report is presented to the management. Management along with the auditors take a common meeting course wise and appreciate the good efforts of the faculties and discussed the required changes to be executed in the course. Feedback from Parents is done on 10 points which cover topics like Infrastructure of the College, Admission Process, Principals Guidance, Cooperation from College Office Staff, Overall Teaching of Faculties, Fairness in Conduct of Examination in the College, System of Monitoring Students Progress, College Library, Training Placement, Discipline of the College, Cleanliness of the Campus, Washroom Facility, Drinking Water Facility, Medical Health Facility, Sports Activities, Cultural Activities, Soft skills / Life skills / Personality Development, Parking Space, CCTV Security, Overall Impact of the College. Alumni feedback and Parents feedback is taken during yearly meeting of the committees. Suggestions are accepted and management takes initiative to develop new ideas. The feedback is used internally for curriculum enrichment and initiating new programs/adhoc courses. For every Events / Programs which were conducted in college campus, Convener takes feedback of Students, Speakers and Guest etc. for future enhancement. This is an ongoing process which keeps improving with every event conducted. The feedback taken is analyzed and accordingly the changes implemented immediately into the next event. This way the college excels into its activities by adapting. This is how feedback analyzed and utilized.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Computer Science	176	172	172
BSc	Regular	120	56	56
BBA	Computer Application	176	170	170
BCom	Banking and Costing	264	506	264
BBA	Regular	88	87	87
BBA	International Business	88	87	87
MSc	Computer Science	90	98	90

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2.2 - Catering to Student Diversity

2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students	Number of students	Number of fulltime teachers	Number of fulltime teachers	Number of teachers
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	enrolled in the institution (UG)	enrolled in the institution (PG)	available in the institution teaching only UG courses	available in the institution teaching only PG courses	teaching both UG and PG courses
2018	1927	174	61	1	4

2.3 - Teaching - Learning Process

2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
66	66	41	30	5	6

2.3.2 - Students mentoring system available in the institution? Give details. (maximum 500 words)

MENTORING as the word itself carries tremendous weightage in it and particularly during the tender age of the student. Mentoring is the tool guide through which the finishing employable product's process is initiated. It is a process of openness - where the mentee is free to open or disclose his personal to public problems to the mentor as a friend. It is the process where the students interest or hobbies are articulated towards a bright career and energy is redirected to optimal utilization also mentor acts as a torch to enlighten and empower mentee to bear the competitive hurdles of employments markets. With such a due significance - PCCCS possess a strong mentoring system - where no student is isolated or starved from a rightful advice at a rightful time and rightful decision. PCCCS has designed a system - where each full time faculty as a mentor is allocated fifteen students as a mentee. Mentoring orientation scheduled and conducted by Dr.Pritam Bedarkar from Ahmadnagar college for all faculties. It is through orientation, where the new recruits are trained and the existing faculty members are updated with up gradations. After the orientation program, the faculty members are required to get the Mentoring Basic details form filled from their respective allocated mentees. PCCCS has designed a very elaborative extensive appropriate Mentoring form, which tries to explore all aspects of Mentee's life including his hidden talent, hobbies, intrinsic beliefs, rather basically the entire SWOC of the Mentee. Post data collection and its analysis, the Mentor schedules individual interactions with their mentees to explore the undisclosed actualities of the personality and are stimulated to speak up, it is also where the Mentor avails a platform of openness to the particular Mentee to share all those things - which he could not share with anybody else. All the minutes of the interactions are documented covertly by the Mentor, the data is been analyzed at regular intervals by the Mentor, the Class teacher and Subject matter expert of the respective mentee. At times, there do arise few cases, which require customized special attention - so are referred to Professional Mentoring specialist. PCCCS has made an extra ordinary provision of availing the services of Professional Career Psychologist on roll basis. Such cases are reported to the Mentoring Coordinator at the College level and the same Coordinator arranges the Meeting of Dr. Nikam (External Mentoring Psychologist) with the particular mentee and if required even the particular mentor. In past, there have been earnest genuine cases of mentees experiencing problem to suffice together the studies and the financial strain, so the mentees are advised to avail the University Earn and Learn scheme or even if not then at times they are financially supported by meagre contribution of stakeholders. To sum up definitely an sure shot attempt is made to incessantly continue his education. Due to this strong effective system of Mentoring bondage between the Mentor and Mentee, even Allumini approach and to discuss their career and life issues.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2101	66	31

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
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66

66

0

12

13

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Prof Rajeshree Nanaware	Assistant Professor	Teacher Par Excellence, IIHM(International Institute of Hotel Management)
2018	Dr Kshitija Gandhi	Assistant Professor	Teacher Par Excellence, IIHM(International Institute of Hotel Management)
2018	Prof Suvarna Gogate	Assistant Professor	Recognition as Best Event manager by National Institute of Event Management, Pune
2018	Prof Santosh Kakade	Assistant Professor	Recognition as Best Event manager by National Institute of Event Management, Pune
2018	Prof Rushikesh Chikane	Assistant Professor	Recognition as Best Event manager by National Institute of Event Management, Pune
2018	Prof Kanan Padate	Assistant Professor	Recognition as Best Event manager by National Institute of Event Management, Pune
2018	Prof. Rajeshree Nanaware	Assistant Professor	Best Teacher award by Lions Club, Talegaon.
2018	Prof. Anita Vishwakarma	Assistant Professor	Best Teacher award by Lions Club, Talegaon.
2018	Prof. Shruti Ganpule	Assistant Professor	Best Teacher award by Lions Club, Talegaon.

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2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year-end examination
BBA	PCBBA001	Sem	03/11/2018	12/12/2018
BSc	PCFYBSC (CS) 003	Annual	20/03/2019	02/05/2019

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Two modes of evaluation are implemented at college level i.e summative and formative. By way of prospectus, website, notices and departmental meetings evaluation methods are communicated to students and other institutional members. At the beginning of the academic year (i.e in month of June) the students are given a clear idea about the syllabus and evaluation procedure. Criteria for scoring the minimum marks for ATKT students. The entire evaluation process is divided into a) Assessment and b) Decisive. In Assessment there are sub categories like i) open book test ii) Home assignment iii) Class test iv) Unit test v) Project viva vi) Seminars vii) group discussion ix) Internal Examination and In Decisive i) Behavior ii) Punctuality iii) regularity iv) rules v) Notices vi) Extra Circular activities these evaluation is specified by the Pune University, Pune, for the first year degree courses, second year and final year. The students are continuously evaluated with these parameters throughout the year and record of all these activities is maintained. At the beginning of the academic year the examination committee plans the schedule of examinations for the entire year. Every care is taken to safe guard sanctity and secrecy of the tests and examinations. Even at institutional level internal and external examination are conducted with an aim of explaining the mistakes made in examination and proper guidance is been given to the students at this level. The IQAC takes initiatives and give some suggestions to the examination committee for reforms in continuous internal evaluation. The examination committee prepares the time table and allots supervision turns to the teachers. Each faculty member and technical staff get training for Supervision by CEO. The first year examinations are conducted by the college on behalf of the affiliating University. The guidelines are provided by the University. The second and final year examinations and the postgraduate examinations are conducted by the University. Proper guidance for Advance learner is been given guidance like Registration for online courses on NPTEL, PPT, Book review. Facilities are given to examination cell like Printers, Xerox machines, shells with security. To ensure effective implementation the examination committee, Principal and Vice Principal and Heads of the departments discuss at length the mode in which it has to be implemented. Internal squad has been provided through institutional level even though university squad is active at that time. The examination committee and the examination in charge ensure that any new initiative has been taken when it comes in force. The continuous evaluation system is explained to the students. Every query of students is being fulfilled by our college. This along with the preparation of the administrative staff which help us in proper implementation of examination patterns like Annual or Semester or CBCS .The college has very transparent evaluation process. The first year student can apply for revaluation even for college examination. The student can apply for Xerox and then can apply for revaluation if required. College also follows same rules are like university evaluation in the internal examination.

2.5.3 - Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Acknowledgement: The institute or organization gets ready with academic annual plan of teaching and learning process for students. This will help in set the learning and accomplishment goals for the students. This contains content to include, which teaching methods to use, and what kinds of assignments, exams are appropriate, schedule of exams, evaluation methods etc. The curricular, cocurricular, extracurricular activities to upload on college website before three to two days of event. The academic plan is discussed with Principal HOD of committee for adherence and evaluation. Post confirmation, send email communication to

all staff members and HOD's of all other departments. With reference to this academic plan, every department gets the clarity of annual activities and their timelines. Committee head request for documents/email evidences and ensures that all the activities are followed as per the plan. Also, they send email as a reminder to all staff members for the assigned activities to perform. The preparation of end semester examination permitted by UGC will be conducted by the concerned instructors in charge as per the academic calendar. Following is the process: 1. Head of Department: The HOD refers the academic calendar as communicated by staff members and make sure that activities are not overlapping. The 'Continuous Internal Evaluation' (CIE) is followed at college level by HOD and staff members. 2. Teacher: At the start of academic year subjects are assigned to each teacher. Various activities, teaching method of respective subject are followed as per academic calendar plan and same has been reviewed by Head of the department. 3. IQAC: Comprehensive academic plan uploaded on college website is reviewed by IQAC. 4. Team Member: The team members are aware of CIE of every department in the college. If the activity is missed to complete on scheduled time of university, then the date can be adjusted by exam committee head and principal. Changed schedule is informed to students through notice, announcement in class room, college website, and email. So that student can follow new schedule for further readiness. According to Academic Calendar Internal Examination schedule processed as below: Internal Examination for all courses as conducted from i. Regular: 21st Sept 2018 to 29th Sept 2018 ii. Backlog (BBA, BBA (IB), and BBA (CA)): 1st Oct. to 8th Oct. 2018. Above examination result was declared on date 25th Oct. 2018 Lapses Committee Meeting (Internal Examination) was arranged on Date: 15th Oct 2018. All courses backlog and regular of SPPU Examination in Oct. 2018 held on Starting Date: 3rd Oct. 2018 Ending Date: 1st Dec. 2018 Duties are allocated to conduct the internal examination 20182019 as per usual process. Internal Examination (Semester II) for all courses except B.Com and M.Sc. (CS) was conducted from, i. Backlog (BBA, BBA (IB), and BBA (CA)): 16/2/2019 to 23/2/2019 ii. Regular: 25/2/2019 to 2/3/2019 a) B.Sc (CS) and B.Sc (Reg) : 8:00 to 9:00 AM. b) BBA, BBA (IB), and BBA (CA) : 3 pm to 5 pm c) Examination result was declared on 20th Mar. 2019. Convocation Ceremony was held on 2nd Feb.

2.6 - Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.pcccs.org.in/MSc_Computer_Science#Programmes

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PC F.Y. B.Sc (CS) 003	BSc	Computer Science	172	152	88.37
PC S.Y. B.Sc (CS) -003	BSc	Computer Science	130	127	97.69
PC T.Y. B.Sc (CS) -003	BSc	Computer Science	130	63	48.46

PC F.Y. B.Sc (Reg) -009	BSc	Regular	54	42	77.77
PC S.Y.B.Sc (Reg) -009	BSc	Regular	40	40	100
PC F.Y.B.B.A. (C.A.)-002	BBA	Computer Application	171	137	80.11
PC S.Y. B.B.A. (C.A.)-002	BBA	Computer Application	89	71	79.77
PC T.Y. B.B.A. (C.A.)-002	BBA	Computer Application	93	43	46.73
PC F.Y.B.B.A-001	BBA	Regular	87	76	87.35
PC S.Y. B.B.A-001	BBA	Regular	64	64	100
PC T.Y.B.B.A-001	BBA	Regular	45	29	64.44
PC F.Y.B.B.A (IB) -008	BBA	International Business	87	80	91.95
PC S.Y. B.B.A (IB) -008	BBA	International Business	45	38	84.44
PC T.Y.B.B.A (IB) -008	BBA	International Business	43	30	69.76
PC F.Y. B.Com-004	BCom	Accountancy & Costing	266	207	77.81
PC S.Y. B.Com-004	BCom	Accountancy & Costing	189	162	85.71
PC T.Y. B.Com-004	BCom	Accountancy & Costing	187	115	61.49
PC FYMSC CS	MSc	Computer Science	89	79	88.76
PC SYMSC CS	MSc	Computer Science	84	83	98.80

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2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	12	0	508000	508000
Major Projects	0	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored Projects	4	Mahindra Pride, Fuel, WNS, Quik Heal	505000	505000
Projects sponsored by the University	0	0	0	0
Students Research Projects (Other than compulsory by the University)	7	Management of Pratibha College of Commerce computer Studies self finance by students	3000	3000
International Projects	1	CISI Exam Centre	0	0

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3.2 - Innovation Ecosystem

3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Intellectual property Rights Patents and Copy Rights	Research Committee	19/12/2018
Plagiarism Software	Research Committee	07/09/2018
Sampling techniques	Research Committee	06/09/2018
Research paper writing techniques	Research Committee	30/08/2018

3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No	No	No	01/12/2018	No

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3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
01	Pratibha Incubation Centre	Management	Pratibha Fun Pots	Pot making	01/08/2018
01	Pratibha Incubation Centre	Management	Pink Parrot	Seasonal fruits packaging	05/09/2018
01	Pratibha Incubation Centre	Management	Mess cakes and Chocolates	Chocolte making	01/01/2019

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	0

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Department of Commerce	6	5.28
International	Department of Science	6	5.28

3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Computer Science	23
Management	1
Physical education	1
Books published	2

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3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No	No	No	2018	0	No	0

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3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No	No	No	2018	0	0	No

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3.3.7 - Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	2	23	0
Presented papers	1	2	29	0
Resource persons	0	0	0	0

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3.4 - Extension Activities

3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NSS NRD/SRD Selection camp	Savitribai Phule Pune University	3	4
National Level Camp	Savitribai Phule Pune University	3	1
NSS Special Camp	Savitribai Phule Pune University	5	50
Women's Welfare .Rajyastariya Mahila	SwaymsiddhaMhila Manch ,NGO	4	22

Prerana Sammelan			
Lecture on Cyber Safety	Rotary Club and Pune Police	4	264
Health checkup of all women staff members	Astha Group in association with Lions Club of Talegaon	4	101
Health awareness lecture	Aastha Cancer Support Group	4	82
Bahishal Yashwantrao Chavan Lecture Series (28th to 30th Nov. 2017)	Savitribai Phule Pune University	4	80
Dr.Babasaheb Jaykar Lecture Series (4th, 5th and 7th Dec. 2017)	Savitribai Phule Pune University	4	70
One Day Workshop on Vivahpurva ani Vivahottar Samupadeshnachi Garaj (13th Jan. 2018)	Savitribai Phule Pune University	4	80
Need Based Programme (One Day Workshop) on Swatantrya ani Tarun (18th Jan 2018)	Savitribai Phule Pune University	4	80
Gender Equity and gender sensitization	Lectures , workshops and group Discussions were organised on local level.	4	556
Environmental Science	Cleanliness and Pollution Awareness Campaign with Gurukul:Balashram	3	130

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3.4.2 - Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Street play	Third Prize	Pimpri Chinchwad Municipal Corporation	35

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3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
N.S.S	Local Body	Swacchata Abhiyan Rally	5	80

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3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No	No	No	0

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3.5.2 - Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Institutions/industries for internship, onthejob training, project work	Six Sigma Training Certification Program (Online Cloud Based	ESix Sigma (CSSCUSA Certified)	17/10/2018	16/10/2019	30
Institutions/industries for internship, onthejob training, project work	18 Courses JHCNE,Red Hat ,MNA ,Cloud,IoT,PC H/w Support ,etc	Jetking	16/08/2018	16/08/2019	35
Institutions/industries for internship, onthejob training, project work	13 Courses Cyber Security ,Adv.Excel,CPMA ,etc	ATS Learning Solutions	26/07/2018	25/07/2019	42
Institutions/industries for internship, onthejob training, project work	CISI	BNY Mellon Company Exam Centre	12/12/2018	12/12/2019	700
Institutions/industries for internship, onthejob training, project work	Genc learning Solutions	1 Course Certified Accountant Tax Consultant	09/09/2018	09/09/2019	45
Institutions/industries for internship, onthejob training, project work	CCA	1 Course Tally ERP	28/09/2018	28/09/2019	58
Institutions/industries for internship, onthejob training, project work	Unique Skill Development Center	13 Courses 1. Electrician Mechanic 2. AC Ref. Mechanic 3. Fashion Designing Etc	18/03/2018	18/03/2019	35

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3.5.3 - MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
.PDAE's R.M College of arts ,science and Commerce College	16/02/2019	Sharing of Library, exchange of	10
Institute of Technical Education, Research and Management	01/04/2019	Sharing of Library, exchange of teachers and students	10
Management,Akurdi 3. Indira College of Arts , Commerce and Science,	08/08/2019	Sharing of Library, exchange of teachers and students	10

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3100000	1251561

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Campus Area	Existing
Class rooms	Newly Added

4.2 - Library as a Learning Resource

4.2.1 - Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Vriddhi	Fully	2.0	2008

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
e-Books	1	35400	1	35400	2	70800
CD & Video	1385	0	7	0	1392	0
Text Books	7071	1320123	209	29844	7280	1349967
Reference Books	5238	1922968	72	26930	5310	1949898
Journals	382	5280	10	23574	392	28854
Library Automation	0	0	0	0	0	0
Others (specify)	793	315879	117	85034	910	400913

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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No	No	No	01/12/2018

4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	331	8	45	7	2	7	30	25	15
Added	40	1	0	17	0	5	5	20	0
Total	371	9	45	24	2	12	35	45	15

4.3.2 - Bandwidth available of internet connection in the Institution (Leased line)

45 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Not Available	Not Available

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on	Expenditure incurred on maintenance of	Assigned budget on	Expenditure incurred on maintenance of

academic facilities	academic facilities	physical facilities	physical facilities
200000	150000	500000	300000

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Introduction Pratibha College of Commerce Computer Studies, Chinchwad owns and operates an extensive infrastructure to deliver its teaching, learning and research programmes. The Institute has an established system for maintenance and utilisation of computers, classrooms, equipment and laboratories in campus. This document provides a management framework and an outline on the allocation of responsibilities to ensure effective use and maintenance of existing infrastructure facilities. Diagrammatic representations of a procedure for the maintenance of various infrastructural facilities are presented in this document.

Maintenance of Physical Facilities

- The physical facilities are taken care by the team of supervisors Mr. Sandeep Shah is the head of the team manages the work of water plumbing plants, generator sets, general lighting, power distribution system, solar panels etc. repairing and maintainance through his associates.
- He monitors the maintenance and cleanliness of the buildings, classrooms, labs, furniture, campus ground, sports facilities, staff lounge, students amenity areas.
- Housekeeping services are outsourced on annual contract basis and are made available during day time in all days.
- Maintenance of Classrooms, Furniture and Laboratories
- Classrooms with furniture, teaching aids and laboratories are maintained by the respective department staff and attendants and supervised by the respective Head of the Department. The laboratory assistants take care of their respective laboratories.
- The Heads of Departments report to the administration periodically for all the maintenance works. Minor repairs are registered in a ledger maintained in the office and are attended on priority basis. Staffs of respective department monitor effective utilisation of the laboratories.
- Students optimally utilize all classrooms during the daylong working hours and are also mentored to upkeep the furniture.
- Maintenance and Utilisation of Library and Library Resources
- The library staff is clearly instructed in the care and handling of library documents, particularly during processing, shelving and conveyance of documents. The following steps need to be taken:
 - Shelves should not be fully packed. A too full shelf can crack spines and cause damage when a reader tries to remove a volume. Huge volumes need to be kept flat.
 - Dust should not be allowed to deposit on the documents because the collection of dust causes staining of documents and promote chemical and biological problems. Cleaning and using vacuum should be done regularly and carefully.
 - Magnetic discs or documents containing disc(s) should not be kept open or near any magnetic or electric equipment, i.e. tape recorders, airconditioners, etc. Such materials should be kept in a dustfree, temperature and humidity controlled room.
 - Proper pest management is done to minimize the problems caused by insects.
- Maintenance and Utilisation of Seminar Hall and Auditorium: Seminar hall and auditorium are under the purview of the civil engineer and electrical engineer and the cleanliness is taken care of by the housekeeping team. Effective utilisation of seminar halls and auditoria for organising academic meetings, seminars, conferences and cultural events is made. For accessing the facilities, the organising faculty/staff member submits a form available with PRO, through HOD and the date of event is registered and the halls are accessed on priority basis.
- Maintenance of Electronics and Instruments
- An Instrumentation Maintenance Facility (IMF) was incepted with financial grant from UGC XI Plan Merged Scheme. It provides essential support of servicing and maintaining Instruments and

electronic items utilized in the various laboratories. • Three technicians attached to IMF extend their service to all the departments to ensure optimal utilization of instruments. The IMF provides training to lab assistants for time to time enhancing their technical skills. Maintenance of ICT Facilities • The Computer Centre and its support staff maintain the ICT facilities including computers and servers. • The annual maintenance includes the required software installation, antivirus and up gradation. To minimise ewaste, electronic gadgets like projectors, computers, printers, photocopiers are serviced and reused. Campus WiFi is maintained by respective centre. Maintenance of Lab Equipment • The respective faculty members, staff, lab assistants and other service personnel are given responsibility to maintain the equipments under their purview. • Stock registers, asset registers, log books, tools and plant registers are maintained by the respective laboratories to report entries and defects arising for rectification. All major repairs are identified and external expertise sought for maintenance of equipment wherever necessary with the permission of the Registrar. • Standard operating procedures for all high end equipments are made available to the users. Incampus users register in the log books and are responsible for the safe handling of the equipments. Breakage and repair if any, are reported to the Head of Department or the faculty in charge as the case may be and suitable measures are taken for speedy functioning of the equipment. • Breakage of glassware intended for use by students and scholars is entered in the breakage register and charges levied based on the cost of the equipment payable by the students at the end of the year and by the research scholars at the culmination of the course programme. • The condemned/obsolete items are discarded by procedure after getting the report of the the same is entered in the stock register. Annual maintenance contract (AMC) is sustained for maintenance of high end equipments and high end servers and computers. Maintenance of Sports and Games Facility • The sports equipments, fitness equipments, ground and various courts are supervised and maintained by the Physical Directress and Faculty members of Physical Education Department respectively. • Expensive equipments in the fitness lab are maintained through Annual Maintenance Contract. Ground level maintenance is done annually during vacation in addition to the seasonal maintenance done in once in every three months. Grounds men, vendors of Sports goods and students of Physical Education jointly maintain the sports equipments. Seasonal maintenance of all equipments and ground are carried out regularly by the Physical Education students as part of their curriculum. Gymnasium and playgrounds are maintained by the staff of the Department of Physical Education. Maintenance of Campus Cleanliness • Cleaning of the campus areas in both campuses including the academic and administrative buildings is performed daily in the morning before the regular classes begin with the help of the outsourced housekeeping team. Toilets are cleaned thrice every day. • The whole campus area is maintained by the housekeeping supervisor who will be reporting the completion of work to the Principal. Maintenance of other amenities • The effluent treatment plants and rain water harvesting systems are maintained by the supervisor and support staff. The maintenance of equipment for water pumping plants, sewage, elevators are undertaken as per their preventive maintenance schedules and guidelines by the equipment supplier. • The campuses are equipped with 24/7 safe and adequate drinking water supply using water purifiers under Annual Maintenance Contractor. Fire extinguishers are installed in various blocks and are maintained by the respective departments with the support of the civil engineer. Amenities like canteen service providers on annual contract. • The campus are under surveillance and the facility is taken care of by the Computer Centre and Computer Infrastructure Maintenance Cell (CIMC) through annual contract with the service providers. Annual Stock Checking Annual stock checking of furniture, lab equipment, stationery, ICT facilities, sports items and all assets and reporting of repairs is done by designated

faculty as a year ending activity and the consolidated report is submitted to the administration to take up necessary actions if required. Replacement of Equipment/ Electronics /Computers The maintenance comprises actions that are carried out to replace worn out assets. To avoid e - waste the outdated electronics /computers are put on buy back as per norms and new items are procured. Day to Day Emergency Maintenance Day to day maintenance includes daily running repairs, like replacing light bulbs, repairing water leakages leaking water pipes, taps, valves and cisterns, cleaning blocked drains, repairing locks and door handles and other minor repairs that necessitate day to day maintenance checks are taken care of by the Engineer and his team members.

<https://www.pcccs.org.in/Maintenance>

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	KES Freeship and Scholarship	164	1386200
Financial Support from Other Sources			
a) National	Central Govt, MAHADBT, SPPU, Prime Minister Scholarship	66	691675.5
b) International	Nil	0	0

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
1.a) Aptitude Techniques and Interview Techniques	07/01/2019	84	FUEL
1.b) GK Test	31/08/2018	164	Soft Skill and Competitive Career Club Committee, PCCCS
2. Soft Skill Development	06/08/2018	153	Mr. Ashish Patil, Mrs. Vahida Pathan, Mrs. Sapna Ramani, Mr. Sandip Sakore

3.Yoga	21/06/2018	60	Mrs.Sonal More,Ms. Nupur More
4.Personal Counselling	24/12/2018	114	Dr.Pritam Bedarkar,Mrs.Madhuri Nikam
5.Language Laboratory	09/07/2018	80	Dr.Roopaa Shah,PCCCS
6.Bridge Course	25/06/2018	412	PCCCS Faculty Members
7.a.Remedial Teaching SYBSc(CS) Digital Hardware Design	29/12/2018	30	Prof.Sonal Benare,PCCCS
7.b.Remedial Teaching SYBSc(CS) RDBMS	21/12/2018	15	Prof.Aparna Joshi,PCCCS
7.c.Remedial Teaching SYBSc(CS) Numerical Analysis	28/01/2019	21	Prof.Santosh Kakade,PCCCS
7.d.Remedial Teaching FYB.Sc Principles of Digital Eletronics	29/12/2018	15	Prof.Sonal Benare,PCCCS
7.e.Remedial Teaching FYBBA(CA) C Programming	18/03/2019	25	Prof.Ashlesha Deole
7.f.Remedial Teaching FYBBA(CA) DBMS	18/03/2019	20	Prof.Madhuri Gandhi
8. (40 hours) Employability Enhancement Training Program(CSR Activity)	19/11/2018	288	Mahindra Pride Classrooms ,Pune
9.a.Mock Viva (SYBCom)	07/03/2019	213	B.Com Faculty Members, PCCCS
9.b.Mock Viva (TYBCom)	18/03/2019	180	B.Com Faculty Members, PCCCS

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5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Competitive Career Club	98	98	0	0

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	7

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Total Companies:37 e.g. Amazon Aloha Technology Bombay Stock Exchange Kanaka Software LT Infotech Mphasis Magneto IT Solutions Reliance Retail Abhi Logistics Adecco ltd Aim Advertising Amazon AtosSyntel Bombay Stock Exchange etc.	2903	144	Total Companies:35 e.g. Atos Syntel RAS Inforays Technologies Accenture Services AccelTree Software Pvt Ltd Allianz Atos Amdocs Capternal System Cognizant CRIF High Mark Exide Gallagher service Center Genus IT Greeksoft Impose Tech etc.	440	99

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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	3	BBA	Business Administration	Pratibha Institute of Business Management (PIBM)	MBA
2018	1	BBA	Business Administration	Neville Wadia Institute of Management Studies Research, Pune	MBA
2018	1	BCom	Commerce	C.S. INSTITUTE	C.S.
2018	1	BCom	Commerce	CMA INSTITUTE	CMA
2018	1	BCom	Commerce	CPT/CET	INTERIOR DESIGNING
2018	2	BCom	Commerce	Dr. D. Y. Patil Arts, Commerce Science College, Pimpri	M.Com
2018	1	BCom	Commerce	Indira College of Commerce and Science, Tathawade, Pune	M.Com
2018	1	BCom	Commerce	Jai Hind College, Pimpri	M.Com
2018	1	BCom	Commerce	Jayawant Institute of Management Studies,	MBA

				Tathawade, Pune	
2018	1	BCom	Commerce	Dr. D. Y. Patil Law College, Pimpri, Pune	LLB
2018	4	B.Com	Commerce	Pratibha Institute of Business Management, Chinchwad	MBA
2018	2	BBA	Business Administration	Jayawantrao Sawant Institute of Management Research, Pune	MBA
2018	12	BCom	Commerce	Pratibha Institute of Business Management, Chinchwad	MBA
2018	1	BCom	Commerce	Manghanmal Udharan College of Commerce, Pimpri	MCOM
2018	1	BCom	Commerce	Rajmata Jijau Shikshan Pasarak Mandal, Arts, Commerce and Science College, Landewadi, Bhosari Pune	MCOM
2018	1	BCom	Commerce	Prof. Ramkrishna More Arts Commerce and Science College, Akurdi	BBL
2018	1	BCom	Commerce	SHARDA UNIVERSITIES	MBA
2018	1	BCom	Commerce	Sinhgad Institute of Management, Pune	MBA
2018	11	BCA	Computer Application	Pratibha Institute of Business Management, Chinchwad	MCA
2018	3	BCA	Computer Application	Institute of Industrial Computer Management Research (IICMR), Nigdi, Pune	MCA
2018	4	BCA	Computer Application	Pratibha Institute of Business Management, Chinchwad	MBA
2018	5	B.Sc (CS)	Computer Science	Pratibha Institute of Business Management, Chinchwad	MCA
2018	23	B.Sc (CS)	Computer Science	Pratibha College of Commerce and Computer Studies, Chinchwad	M.Sc (CS)
2018	1	B.Sc (CS)	Computer Science	Institute of Industrial Computer Management Research (IICMR), Nigdi, Pune	M.Sc (CS)
2018	2	B.Sc (CS)	Computer Science	ASM College of Commerce Science and Information Technology, Chinchwad	M.Sc (CS)
2018	1	BBA (IB)	Business Administration	MIT College of Management, Pune	MBA
2018	1	BBA (IB)	Business Administration	Pratibha Institute of Business Management, Chinchwad	MBA

2018	4	BBA (IB)	Business Administration	S. B. Patil Institute Of Management, Nigdi Pune	MBA
2018	1	BBA (IB)	Business Administration	ASM's Institute of Business Management and Research, Chinchwad	MBA
2018	5	BBA	Business Administration	S. B. Patil Institute Of Management, Nigdi Pune	MBA
2018	1	BBA	Business Administration	Dr D Y Patil Institute of Management Research, Pimpri	MBA
2018	5	BCOM	Commerce	Prof. Ramkrishna More Arts Commerce and Science College, Akurdi	MCOM

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5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
SLET	2
GMAT	2
CAT	2
Civil Services	1
Any Other	50

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5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Badminton	Institutional	25
Cricket	Institutional	50
Rangoli	Institutional	20
Hand Painting	Institutional	3
Fruit and Veggies Decoration	Institutional	10
Best out of Waste	Institutional	8
Twins Day	Institutional	17

Flower Bouquet	Institutional	3
Hat and Cap Day	Institutional	8
Umbrella Painting	Institutional	2
Mime Day	Institutional	2
Angel Devil Day	Institutional	43
Celebration of Teachers day	Institutional	50
Celebration of Birth Anniversary of Mahatma Gandhi and Lal Bahadur Shastri	Institutional	50
Celebration of Constitution Day	Institutional	50
Various days Celebration	Institutional	200
Flair Festo 201819	Institutional	200
Corporate Walk	Institutional	34
Pick Click	Institutional	46
Digital Ad	Institutional	34
Rack your Brain	Institutional	45
Technopilia	Institutional	57
Brain O Fest	Institutional	179
Mr. Ms. Vanijyam	Institutional	41
ElectroFest	Institutional	177
Mathstract - Fest	Institutional	16
Poster Competition	Institutional	26
Debate Competition	Institutional	14
PPT Competition	Institutional	10
Innovative Business Model Competition	Institutional	10
Business Quiz	Institutional	35
Quiz Competition	Institutional	37
Click IT Website Designing Competition	Institutional	10
Code IT C Programming	Institutional	15
Décor ITPoster Presentation	Institutional	10
Décor ITModel Designing	Institutional	10

Participation in Inter Collegiate Quiz competition	Inter Collegiate	12
Participation in Rajyastariya Mahila prerana Sammelan	University Level	8
Participation in Inter Collegiate Elocution competition (University Level)	Intercollegiate University Level	2
Participation in Inter Collegiate Street Play competition	Intercollegiate	21
Participation in State Level Intercollegiate Debate Competition	State	2
Participation in Inter Collegiate Yuvak Mahotsav	University Level	2
Samrasata Sahitya Parishad Street Play competition(2nd prize)	University Level	14
Best Actor in Samrasta Sahitya Parishad Street Play competition, Tanvi Vaidya 3rd Prize	University Level	1
Elocution Competition (Snehal Atole(SYBSC Reg) won 1st prize)	University Level	1
Show Topper competition (Mayuri Jadhav and Shruti)	University Level	2
Zeenat Shaikh and Nusrat Shaikh participated in MEHENDI competition	University Level	2
Participation in Firodiya karandak 2019	University Level	24
Participation in Street Play Competition Organized by PCMC	University Level	20
Table tennis	Institutional	15
Yoga	Institutional	15
Basket ball	Institutional	35
Chess	Institutional	20
Kabaddi	Institutional	40

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5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	All India Inter University Cricket Competition Bronze Medal	National	1	0	1126	Miss.Arti Bahenwal
2018	Samrasata Sahitya Parishad Street Play Competition 2nd Prize	National	0	1	2008	Master.Omkar Mandage & Group

2018	Best Actor in Samrasta Sahitya Parishad Street Play competition 3rd Prize	National	0	1	1119	Miss.Tanvi Vaidya
2018	Elocution Competition 1st Prize	National	0	1	1705	Miss.Snehal Atole

5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

In our college Student Council is constituted under the University Act. As per the University Act 2016 election of student council was expected to be held in July 2018. However the Government decided not to conduct elections and student council be constituted as per the old university act 1994. As per this act student council is constituted by nominating class representatives having highest percentage in respective classes. One of them of third year classes is nominated as the University Representative/General Secretary of the student council. The Principal works as Chairman of Student Council. He has right to nominate the teacher representatives from NSS, NCC, Sports, Cultural Committee etc. Therefore these nominations were made by the Principal at the same time student participating in NSS, Sports, Cultural etc. are also nominated by Principal on student council. For the academic year 201819, Miss Sayali Fartale of T.Y.B.Sc. (CS) was elected as General Secretary. It has provided an opportunity to students to develop leadership among themselves by organizing and carrying out college activities. In addition to planning events that contribute to college spirit and community welfare, the student council is the voice of students. The student council takes active participation in organizing various activities and also nominates student representatives on each and every committee or cell or club of the college. Therefore a very good leadership is developed among the students. College Development Committee (Formerly Local Management Committee) and IQAC also has representatives from the student council and they actively participate in the meetings of these committees. The members of student council are involved in the organization of various cocurricular and extracurricular activities of the college. The active involvement of the council help to motivate the students to participate in the programmes undertaken by various departments in the college and ensure maximum participation of students. The college has Board of Students' Development which undertakes various schemes for students like Karmaveer Bhaurao Patil Earn and Learn Scheme, Special Guidance Scheme, Personality Development Programmes and workshops such as Disaster Management, Power Point presentations, Cinematography, Yoga Day, Sanvidhan Divas and Swachcha Bharat Abhiyan. It has to be specially mentioned here that the Karmaveer Bhaurao Patil Earn and Learn Scheme has provided helping hand to needy students. In this year 33 have worked under Earn and Learn Scheme. The college has sponsored Rs. 5 Lakhs Approx on this activity. This activity has developed work culture among the students. It is worth to mention here that apart from student council, from the last three academic years, Sakal Media Group organizes elections for "Young Inspirators Network" for providing platform for college students to participate in democratic processes. College students actively participate in these elections. Students from the college are elected as representatives for YIN. The function of the student council is based upon parliamentary procedures and participation of students help to share their ideas, interests and concerns with the college administration The Student council helps student to develop a sincere regard for law, moral values, ethics and citizenship required for democratic society.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

3294

5.4.3 - Alumni contribution during the year (in Rupees) :

104800

5.4.4 - Meetings/activities organized by Alumni Association :

2

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Our college promotes a culture of participative management and practices democratic way of functioning. The IQAC plays a very punitive role in setting calendar, goals and objectives, responsibilities and quality norms for each and every activity. The levels of participative management may be indicated as : Representation of teachers and administrative staff in College Development Committee Frequent meetings of management and faculty members Active involvement of stakeholders like parents, alumni and students Operational autonomy to the department heads as far as academic planning working of the department is concerned Liberty to Faculty in charge to take and implement decisions for the betterment of faculty performance. The college has formed various committees for carrying out the regular activities. The Chairperson of each committee has given freedom to choose their members. Every committee has prescribed their objectives, roles and responsibilities as displayed on the college website. Each committee works according to the "Activity Schedule and takes care that the activities are performed and students overall personality is groomed. A good number of activities were organized in this academic year only two of these activities are briefly mentioned below Cultural Committee: FlairFesto The main objective of the Cultural Committee is to develop the interpersonal skills amongst the students, to build the confidence in them. It gives the platform to the students to showcase their talent in various activities. FlairFesto was organized by the cultural committee in the month of December - January for the academic year 201819. Many students actively participated in Flair Festo. In this activity different competitions were conducted. As a participative management cultural committee has delegated various responsibilities to the committee members and students. Different 2930 committees were formed and student volunteers were given freedom to choose their committee. Student volunteers are holding the responsibility of the whole event to be successful one. Committee encouraged the students to participate and conducting the different competition for the students. Winners of curricular, co curricular and extra curricular activities were felicitated on the Flair Festo day(annual day). Placement Cell: Job Fair The College has a well defined Placement Committee a student driven Common Placement cell with 7 faculties and 9

student members. They look for career guidance and placements of the students. Also, individual faculties as well as counselor help the students in choosing the right career path. The committee organizes lectures and display clippings of the various competitive exams and employment opportunities. This committee arranges career counseling programs, personality development program, sessions for general aptitude, technical aptitude, interviewing techniques, and mock group discussion sessions. In this year Placement cell organized Job fair for 2 days in which HR of 140 companies from various sectors conducted interviews, aptitude test and short listed candidates for employment in their companies. 10000 job seekers have visited the Job fair. As a participative management, various committees were formed for the mega event Job Fair 201819. 70 faculty members and 200 student volunteers have worked for this event for making the Mega Event Pratibha Job fair successful.

6.1.2 - Does the institution have a Management Information System (MIS)?

Partial

6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	<ul style="list-style-type: none"> • As our college is affiliated to SPPU we have to follow the curriculum prescribed in the University norms. However college teachers take participation in various syllabus restructuring workshops and given their inputs which are generally considered by the Board of Studies of the university. Some of our faculty members have also given their inputs by writing letters to the chairman of concern Board of Studies. • Our faculty members also designed the syllabus of the some Short term courses and Add on courses. Lectures for these courses are conducted by the industry experts to fill the gap between industry and academics. • Most of the teachers of our college try to enrich the curriculum of the university by giving exercise, project work to the students on current and relative topics. As well as field visits, industrial visits has been arranged for the students. • Skill Development activities like soft skill training, Addon courses like Tally CAE, CPA, Beauty and Wellness, personality development etc. are running regularly
Teaching and Learning	<ul style="list-style-type: none"> • The college prepares the academic calendar well in advance. Faculties designed a time bound teaching plan semester/term wise including theory and practical, curricular and extension activities and methods of evaluation to the students at the beginning of academic year. • Teaching plan is maintained with the help of academic diaries which are checked by head of the departments / faculty in charge / principal from time to time. • Bridge Courses organized to help student to know about totally new concept in curriculum. • Learning through innovative teaching methods like Field visits, Industrial Projects, Industrial Visit, and OMT etc. • ICT based teaching is regularly in mode by almost all the departments of the college. • PowerPoint presentations are made by teachers and provided to the students as a resource. • Video films and Video lectures are arranged for the students. • For improvement of slow

	<p>learners faculties conduct preparatory education, and academic upgrading to assist students in order to achieve expected competencies in core academic skills. • Participatory learning like Group discussion, seminar lectures and role play takes place in the classroom.</p>
<p>Examination and Evaluation</p>	<ul style="list-style-type: none"> • The college has adopted credit based semester grading system (CBSGS) for PG course since 201314 as per the guidelines issued by University of Pune. It has helped a lot for continuous internal and external assessment of students. • Student's are evaluated throughout the year with the help of home assignments, tutorials, oral and unit tests. Students are involved in project work, which helps to improve the awareness of the students in the related subject. • Students are instructed to present the Power Point Presentation on a topic in the class and submit the report to the respective subject teacher. • CEO is appointed by the college who acts as an intermediary for the college and the University • Separate Exam Committee with senior faculty members and administrative staff. • Computerization in all examination processes. • Bar code System is practiced as per University guidelines. • Flying squad is appointed for keeping a tab on malpractices during examination • Central Assessment Programme (CAP) followed for evaluation of papers. • Provision for Revaluation, Rechecking and Photo Copy of answer book.
<p>Research and Development</p>	<ul style="list-style-type: none"> • The college encourages teachers to undertake minor and major research schemes from various funding sources like BCUD, SPPU, Pune, UGC, DST, DBT. • For quality research college provides 10 Duty Leaves and 10 ,000/ per teacher for publication of research papers and attending seminar or conferences in a year. • 68 research papers in various peered reviewed UGC recognized journals. • Two conference proceedings were published by college this year with ISBN no. 9789388441766 and 9789388441797 respectively. • 7 faculty members are pursuing PhD in different streams. • This year we have uploaded 7 projects from various streams for Aavishkar. • 5 Workshops on Research awareness for faculty members and students were organized. , • Some of faculty members published books in this year. • Our college journal IJMRCST is renewed and we have processed to get ISSN number • The students are encouraged to select project themes which aim to focussing and resolving issues of the society or which have social economic relevance.
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<ul style="list-style-type: none"> • It is the policy of the college to augment infrastructure and teaching learning resources to strengthen learning environment. Our infrastructure includes facilities like ICT enabled classrooms, library, well equipped computer, electronics, math's stat lab with internet facility, staff rooms, administrative office, Principal's office, seminar hall, auditorium, playing ground, canteen, gymnasium, intercom facility etc. • Parking facility for students and staff is provided. The annual contract is also given wherever necessary for the computers, EPABX, servers and internet facility. • The library has an Advisory Committee comprising of the Principal, librarian and members from each department. • The college library has space for stacks, reading room, lounge area and IT zone, well equipped with computers, DVD writer, scanner etc. • The library has VRIDDHI software which at present includes accession, barcode, book transaction, serial control, generating reports, access to syllabi etc.. • The College has subscribed online database NList by INFLIBNET, which provides

	<p>on line access of 6000 ejournals and 97000 ebooks. • There are around 180 computers with LAN and internet connectivity, 14 printers and 15 LCD projectors, scanner and photocopy machine.</p> <p>• Water coolers are available on each floor. • Electricity backup for the campus is ensured by providing 200 KVA capacity generators. • The medical emergencies are attended by a health centre in the premises and a doctor panel looks after the day to day health of students and staff, yearly checkup and counselling.</p>
Human Resource Management	<p>• The College has been conducted many allround activities to ensure a healthy environment for its employees. • Sponsored workshop, Conference, Seminar, Orientation program, Refresher course, Faculty Development Program for faculty members. • Felicitation of staff for special achievements in curricular, cocurricular and extracurricular in Annual prize distribution program at the end of each academic year. • Cultural Programmes are conducted under Staff Academy to motivate and spread positive energy in the college campus. • Multiple programmes like Yoga Day, Women's Day are also organized for stress management and awareness. • The facility of Personal Loan SalaryinAdvance is also provided by management. • Medical checkup, physical psychological counselling is taken care by Pratibha Health Care centre . • Fee concession for their son/daughter is provided. • Higher education for staff is promoted and fee concession is also provided. • Sport facilities.</p>
Industry Interaction / Collaboration	<p>• The College has in place a welldefined Placement Committee a student Driven Common Placement cell with 7 faculties and 9 student members to interact with various companies. • The college has signed the 7 MOU (Memorandum of understanding) with various companies to run their courses, to upgrade the knowledge of the students in the respective core areas. • 4 Certificate Programs conducted for student by various companies. • To increase number of student for various jobs 8 lectures are conducted by the experts as a pre placement activity. • 34 companies visited ON Campus and OFF Campus to our college. • 206 students Of UG and PG are placed.</p>
Admission of Students	<p>• In Teaching, Learning and Evaluation the major strength of our College is the process of admission. Admissions are given on first come first serve basis for B.B.A., B.C.A., B.Com. B.Sc. During admission, students are given satisfactory counselling regarding selecting course, subject options, employment opportunities, etc. Also counselling for the cocurricular and extracurricular is undertaken by the college during the orientation period in the classroom at the beginning of the year. • For the admission process we are using Vridhhi software to fill student related information. • This admission procedure has been taken care by the admission committee where students are provided assistance in filling up forms later their forms are scrutinized and verified by the members of the admission committee. • Admission based on merit for some courses • It gives us an immense pleasure to inform that currently our college has 2100 students which were started with only 15 students in 2007.</p>

6.2.2 - Implementation of e-governance in areas of operations:

E-governance area	Details

Administration	Vridhhi
Examination	Vridhhi
Finance and Accounts	Tally software
Student Admission and Support	Vridhi

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr. Anand Lunkad	National Conference on Anchor 2018	CACPE, Pune	1700
2018	Dr. Anand Lunkad	State level Seminar on PE, Sports Yoga	A.W. College, Pune	1500
2018	Dr. Anand Lunkad	State level workshop on Stress Management at workplace	M.P. College, Pimpri	700
2019	Prof. Dinesh Lahori	International Journal OIIRJ JCMT , Impact factor5.818	JCMT	1815
2019	Prof. Hemalata Chavan	International Multidisciplinary Conference	Poona College,Camp,	2000
2019	Dr. Minal Bhandari	International conference on Improving global competitiveness: Innovation, management, Governance Leadership, Mumbai	Reena Mehta College, Mumbai	1500
2019	Dr. Minal Bhandari	International conference on Overview, challenges Trends in Startups in India, Pune	Arihant College, Pune	700
2019	Prof. Charushila Patil	International Multidisciplinary Conference Poona College,Camp, Journal:Ajanta ISSN 22775730 Impact Factor5.5 Vol:VIII IssueI PartVIII JanMar 2019	Poona College,Camp	2000
2019	Prof. Anuradha Ghodke	Published paper in IJELLH with ISSN23217065	IJELLH	2000
2019	Dr. Nisha Chaudhari	International conference on New Frontiers in Environmental and Allied Sciences	Prof. Ramkrushna More College,Akurdi	2000
2019	Prof.	International Conference on NEW TRENDS IN COMMERCE, ECONOMICS,	Poona College,Camp	2000

[View File](#)

6.3.2 - Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Use of Smart Board	Use of Smart Board	03/08/2018	03/08/2018	25	0
2018	भारतीय संविधान आणि वैज्ञानिक दृष्टिकोन	भारतीय संविधान आणि वैज्ञानिक दृष्टिकोन	17/08/2018	17/08/2018	25	0
2018	Filing	Filing	18/08/2018	18/08/2018	0	22
2018	Procedure of Income Tax	Procedure of Income Tax	27/08/2018	27/08/2018	27	0
2019	Use of ICT in Education	Use of ICT in Education	01/01/2019	01/01/2019	46	0
2019	"Manners and Mannerism"	"Manners and Mannerism"	21/01/2019	21/01/2019	0	18
2018	Advanced Excel	Advanced Excel	09/07/2018	14/07/2018	50	5
2019	FDP on Cyber Security	FDP on Cyber Security	15/04/2019	20/04/2019	16	0
2018	Refresher workshop From Bahai Academy	Refresher workshop From Bahai Academy	19/11/2018	20/11/2018	0	42

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6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Cyber Security	17	15/04/2019	20/04/2019	6
Train the Trainers	3	03/09/2018	09/09/2018	7
General orientation programm	2	15/02/2019	14/03/2019	30
Refresher Course	1	04/10/2018	24/10/2018	21
Econtent Development	5	04/02/2019	10/02/2019	7
Research Methodology in science Techonlogy	3	14/01/2019	20/01/2019	7

Human Rights	2	23/07/2018	29/07/2018	7
Universal Human Values in Education	2	16/08/2018	21/08/2018	7
Microteaching skills	1	27/08/2018	02/09/2018	7
Microteaching	1	10/03/2019	16/03/2019	7
Mentoring and counselling skills	1	20/08/2018	26/08/2018	7
mediating education Principles and practices	1	03/09/2018	09/09/2018	7
Orientation at IISER, Pune	1	01/05/2018	26/05/2018	26
Research Methodology in Humanity	1	03/12/2018	09/12/2018	7
Innovative Teaching Research Methodology in statistics	2	03/12/2018	09/12/2018	7
Mentoring and counselling skills	1	12/12/2018	18/12/2018	7
Mathematics for Biological Science	2	03/12/2018	09/12/2018	7
Human values in Higher Education	1	17/12/2018	23/12/2018	7
Research Methodology in Interdisciplinary Science	2	23/07/2018	29/07/2018	7
General orientation programm	1	01/10/2018	28/10/2018	28
Leadership for Change	1	16/11/2018	18/11/2018	3
NPTEL basic linear algebra online course	1	29/01/2019	28/03/2019	2
Applied Geometry	2	06/05/2019	12/05/2019	7
IQAC	1	15/07/2018	21/07/2018	7
N/W and Information Security	2	15/07/2018	21/07/2018	7
Role of supportive staff in Accrediation Assessment	1	25/02/2019	27/08/2019	3

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6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
66	66	42	42

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> Sponsored workshop, Conference, Seminar, Orientation program, 	<ul style="list-style-type: none"> Sponsored workshop, Conference, Seminar, Orientation program, 	<ul style="list-style-type: none"> Student Council • Disaster Management Training • Participation

Refresher course, Faculty Development Program • 100 financial support for research paper presentation. • Every year 10 Duty leaves for research work • Felicitation of staff for special achievements in curricular, cocurricular and extracurricular • Inter calling Facility • Sponsored staff Tour • The facility of Personal Loan Salary in Advance • Felicitation of faculties on Diwali, Teachers day woman's day • Pratibha Health Care centre • Fee concession for their son/daughter. • Higher education for staff is promoted and fee concession is also provided. • Sport facilities • Uniform is provided to all i.e teaching staff, non teaching staff, supporting staff and security

Refresher course, Faculty Development Program • 100 financial support for research paper presentation. • Every year 10 Duty leaves for research work • Felicitation of staff for special achievements in curricular, cocurricular and extracurricular • Inter calling Facility • Sponsored staff Tour • The facility of Personal Loan Salary in Advance • Felicitation of faculties on Diwali, Teachers day woman's day • Pratibha Health Care centre • Fee concession for their son/daughter. • Higher education for staff is promoted and fee concession is also provided. • Sport facilities • Uniform is provided to all i.e teaching staff, non teaching staff, supporting staff and security

in Annual College Magazine Competition • Book Bank Facility • Student's Mentorship (Counseling) • Doctor in Campus • Annual Prize Distribution (Culture /Sports) • Antiragging Cell • Rubella vaccination (For girls) • Central Placement Cell • Soft Skills Programme • Career Guidance lectures • Students' Safety Insurance Scheme • Student related Seminar/Conferences/Workshops/Camps etc. • Scholarships • Fee Concession for financially weak student • Sport facilities

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)

The financial statements has been prepared by management and provides an overview of the institute financial activities for the financial years. It is the policy of the institute to maintain an independent and objective internal audit to provide value added audit and advisory services. Internal Audit ensures the financial and management information Integrity, internal control which Monitors and evaluates the effectiveness and efficiency of the Colleges internal control environment and processes, operational improvements which is concerned with evaluating operations to identify process improvement and cost savings opportunities for management action, and assists in communicating and implementing best practices within and between departments on campus and audit coordination. In carrying out its duties and responsibilities, Internal Audit had full, free, and unrestricted access to all activities, records, property and personnel. Internal audit reports with findings, recommendations and suggestions. The status of management responses will be monitored by Internal Audit on a regular basis to ensure that audit findings are resolved in a timely and effective manner. Internal Audit subscribes to and always intends to comply with all applicable professional standards and codes of ethics, including the Institute of Internal Auditors Standards for the Professional Practice of Internal Auditing. The external audit is done in all the financial years according to the GAAP by Mehta Shah Co. The external audit is done to evaluate the adequacy of internal control systems and management of funds and also to ensure the compliance of the laid down policies and procedures. The

external audit takes in to consideration the vouching of all bank and cash transactions, Ledger scrutiny, analysis of fixed assets register, cash book, advance register, checking of bank reconciliation statement, scrutiny of all documents relating to purchase of fixed assets. The objections raised by the audit team in different years had been settled down in that particular year only.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Savitribai Phule Pune University	1961191	State Level Seminar, National Level Seminar, N.S.S. Bahishal, sports Equipment, Donations, corpus Fund

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6.4.3 - Total corpus fund generated

1961191

6.5 - Internal Quality Assurance System

6.5.1 - Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CEDA	Yes	Pratibha College of Commerce Compute Studies,
Administrative	Yes	CEDA	Yes	Pratibha College of Commerce Compute Studies,

6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

The objective of the meeting is to give details / information to the parents about the respective course opted by their ward, college detail, subject teachers, examination details followed by the guest lecture of the Guest Speaker. Parents meet was held twice with attendance of 215 Parents in this academic year. Queries raised by parents were personally addressed by the Principal based on Career aspects of their Children. 17 Parent Representative were selected during meeting. Parent Representative meeting was held and as per the discussions in meeting what's app group of Parents was created. The activities which are to be held in college regarding same the messages are forwarded to the Parents Representative group. Open day: After Internal Examination, parents meet was held regarding the performance aspect of Students. Parent's queries were answered personally by Class teachers and Subject Teachers for better improvement of Students. Counselling: Guest Speakers from 4 C's Counselling centre were invited to give speech on "Parenting". The team also performed Role Play titled "Umalatya Pidhila Samjun Ghetana", by focusing on enriching, developing and understanding relations of today's generation. The Key Speakers were Mrs. Shraddha Sardeshmukh, Mrs. Vidula Ghodke, Mrs. Renu Choudhary and Mrs. Pratibha Rane. College has made provision of a family counsellor Mrs. Madhuri Nikam. She does the counselling of Parents. She remain present in Pratibha Counselling Centre on

every second and fourth Saturday and Sunday. Feedback: Feedback from Parents was taken regarding Admission process, Infrastructure of the college, Principals' Guidance, transparency in conduct of examination, college library , training placement, soft skills activity , Cultural, sports activity, life skills training, security terms, overall students progress and accordingly resulting into quality education in new horizon and given equal importance to practical knowledge along with theoretical knowledge of the Subjects and well managed Infrastructure.

6.5.3 - Development programmes for support staff (at least three)

Refresher Workshop Baha'i Academy for the Nonteaching Staff Members was conducted to assist the participants to achieve a unified team spirit, achieve a fresh perspective of the individual roles and responsibilities by assessing overall strengths and weaknesses and knowing how to utilize opportunities and minimizing threats, encourage practice of good communication skills, develop positive and healthy attitudes to implement ethical rules using their skills and qualities for the betterment of the institution, reducing conflict situations and handling them skillfully. Workshop on Filing: Workshop on filing is organized for non teaching staff in which non teaching staff is guided by Dr. Kshitija Gandhi. She told how to maintain records for NAAC. How to give title and number to the file so that any record will be accessed in short time. Lecture on "Manners and Mannerism": Lecture was conducted by Dr. Rajendra Kankariya(CAO, Pratibha Group of Instituites). Sir has guided non teaching staff about how to behave with teaching staff, guest and other non teaching staff. As well as how to keep healthy work culture.

6.5.4 - Post Accreditation initiative(s) (mention at least three)

- Introduction of new UG and PG Job oriented courses as Pratibha Skill development centre and Pratibha Finishing School for enhancing the employability skills of the Students.
- Faculty involvement is increased for Workshop and Seminars.
- Allumini Students who are occupied with Business activities are invited for taking lectures for sharing their Experiences.
- Faculties are inculcating in publishing Research papers at National and International level Journals of repute.
- Faculty development programs and Supporting staff development programs , health check up programs ,Good Health awareness guidance program are undertaken regularly as an welfare activity .
- The number of faculties holding PHD degree is increased.
- BBA Program has introduced an additional Specialization as Human Resource Management.
- Management has contributed an additional amount of Rs. 10,000 for Research.
- New Programs such as B.A, M.Com, BCA(Science),B.Sc. (Home Science) are started.

Auit of AAA Websight ERP Teaching Audit

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 - Number of Quality Initiatives undertaken during the year

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Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Regular meeting of Internal Quality Assurance Cell (IQAC) timely submission of Annual Quality Assurance Report (AQAR) to NAAC Feedback from all stakeholders collected, analyzed and used for improvements	11/12/2018	01/06/2018	31/05/2019	11
2018	Academic Administrative Audit (AAA) conducted and its follow up action.	03/04/2019	26/04/2019	26/04/2019	88
2018	FDP's on NAAC Criteria for teaching staff	16/07/2019	19/11/2018	20/11/2018	65
2018	Refresher Workshop Baha'i Academy for the Nonteaching Staff Members	16/07/2018	19/11/2018	20/11/2018	42
2018	Exit interviews of teaching staff and passing students format	04/04/2019	29/04/2019	30/04/2019	10

CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Screening Movie "Komal"	18/08/2018	18/08/2018	50	20
Group Discussion on "Rent a Womb"	01/09/2018	01/09/2018	20	24
Group discussion on " Live in Relationship"	03/11/2018	03/11/2018	34	23
Screening Movie "It's a Girl"	08/12/2018	08/12/2018	20	5
Guest Lecture on "Honour Killing"	17/12/2018	17/12/2018	122	75
Guest Lecture on "Sexual Harassment of Women at workplace"	07/01/2019	07/01/2019	112	48

7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Pratibha College of Commerce Computer Studies believes in the promotion of environmental consciousness and awareness among students and faculty. □ Use of Renewable energy: The College has solar lights as initiatives for energy conservation and use of renewable energy. Installations of solar panels have reduced the average consumption of the year in KW to an approximate of 40 percentages. □ Replacement of Conventional Energy Resource: Tube lights by LEDs and maximum usage of Day Light have reduced the dependency on conventional energy resources. Infrastructure of classrooms and passage have made in the way to reduce the maximum usage of electricity. □ Solid Waste Management: For the collection of regular solid waste (Dry and Wet) garbage

bins are kept at different places in the campus and in laboratories. The collected solid waste is picked up by Municipal Corporation, PCMC time to time for proper disposal and recycling. □ Liquid Waste Management: It is disposed off safely as per standard methods. Implementation of Micro scale Techniques at PG and UG levels has achieved scaling down of consumption. □ Ewaste Management: The ewaste generated in college is recycled and decomposed by Mahalaxmi eRecyclers, Kolhapur □ Maintenance: Routine checking and repairing of Taps, Drainage and water pipelines is done. □ Rain Water Harvesting System: The College also has rain water harvesting system in place to conserve and reuse water. The collected rainwater from the rooftop through pipelines are directed and collected in underground Tank for various inhouse purposes. □ Green Practices involved following points: • Green landscaping with Trees Plants • Tobacco and smoking free • Indoor plantation in under process • NoVehicle Day • Paperless Communication

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3
Braille Software/facilities	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	5
Special skill development for differently abled students	Yes	0
Any other similar facility	Yes	0
Physical facilities	Yes	0
Provision for lift	Yes	0

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	2	2	12/10/2018	1	Swachhata Abhiyan Rally	Locational	87
2018	2	2	24/01/2019	1	Street play on Save Girls	Locational	22
2018	3	3	25/08/2018	1	Kerala Relief Goods Collection	Social	45
2018	3	3	31/10/2018	1	Experiments on AntiSuperstition	Social	82
2018	3	3	10/12/2018	1	Guest Lecture on	Social	98

7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
For Students, Teachers Non Teaching	01/06/2018	Flex for code of conduct for student have been displayed and handbook for the same have been kept in library. Handbook of code of conduct for teaching and nonteaching has been displayed on notice board of each staffroom and office. The same has been communicated to student at the start of academic session. All code of conduct has been displayed on college website. On this context different committees have been formed such as Discipline, Student Grievance Cell, Anti Ragging, Anti sexual, NSS, Sports, Examination etc.

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga Classes for Staff	22/06/2018	22/07/2018	20

7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Tree Plantation Drive
2. Guest lecturers on "Current Environmental Issues and its Sustainable Approaches"
3. "Cleanliness Pollution Awareness Campaign with Gurukul: Balashram"
4. "No Vehicle Day"
5. Exhibition of working models (Sewage treatment plant Water conservation) and posters (Conservation of Earth Water, renewable energy methods) during Science Association
6. E-Waste Management: the ewaste generated in college recycled and decomposed by Mahalaxmi eRecyclers, Kolhapur

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

JOB FAIR NO CRACKERS PLEASE

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://www.pcccs.org.in/Best_Practices_and_Institutional_Distinctiveness#Best_Practices

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The title 'Finishing School' itself implies a significant approach in the life of the student. Pratibha College of Commerce Computer Studies (PCCCS) always strives for the best to follow the vision of horizontal and vertical mobility of our students. The concept is best explained with the Knowledge Management approach of PPT (People, Place and Technology). We at Pratibha Finishing School (PFS) have always been working for the

benefit of our students with - Right Career Option - Right Advice - Right Time. Besides, the University Curriculum, PCCCS always initiates different trainings, different add on courses, guest lectures, seminars to make every student employable. We also inculcate the early exposure to learning and competition found to be building up confidence and sharpening the skills which raises the level of competitive exams. The exam accordingly enhances the skill of understanding the application of concepts, which is required in a broader context when we appear for exams like Civil Service and many others. We start with our mission by mentoring career and counseling sessions for our students. Through mentoring the basic KSA (Knowledge, Skills and Abilities) analysis is done and accordingly the students are stimulated to the bright prospective of happy careers - through different courses of Pratibha Finishing School. Under PFS, we provide clear pathways for successful and timely completion of the student's academic goals. Also, we guide our students regarding a wide variety of employment opportunities available in different fields in building up their careers. A convenient communication pathway supports students to tackle real industry problems and create competitive career plans for their future. Students are supported by industry professionals to develop employability skills in the following areas: • Critical Thinking, problem solving, and project management • Communication and collaboration • Creativity and innovation Career Competitive exams and Soft Skills are also on our top priority. Accordingly, we have appointed subject experts to conduct the lectures for the upliftment of each student. The lectures were organized for all our undergraduate students as well as post graduate students. It was observed that the lectures on career competitive and soft skills were filled with edutainment, infotainment and activities which helped to develop the students overall personality. The sessions further have found to be improving the communication skills of our students when they face their interview. For the competitive exams, our college also conducted various tests like, Know Your Economy Test, General Knowledge Test. The students were highly benefitted with the tests. The overall significance of our Pratibha Finishing School aims to develop leadership qualities among students which will help them to become ideal citizen.

Provide the weblink of the institution

https://www.pcccs.org.in/Best_Practices_and_Institutional_Distinctiveness#Institutional_Distinctiveness

8.Future Plans of Actions for Next Academic Year

The college has conducted Academic and Administrative Audit in the year 201819 from an external experts of CEDA. Their observations, recommendations and SWOC analysis is taken in to account for preparing 21 point future plan of action for the next academic year, i.e. 201920

- 1.To build up additriional infrastructure of 2000 to 5000 sq ft area
2. To organize Faculty Development Programs with a view of giving clarity on various concepts useful in effective teaching and learning processes.
3. To give exposure to the teachers with a view of giving awareness of the competitive world.
4. To initiate 510 collaborations and Academic Partnerships with industries and educational institutes respectively
5. To reinforcet more focussed, meaningful and contributory Research activities, Research Projects and Research culture.
6. inculcate professionalism amongst members of the teaching and administrative staff through training. to the academic and practical world.
7. To develop science departments systematically with the association of senior and experienced teachers.
- 8 Institutional Opportunities Professionalism in all aspects of functioning of the Collee.
9. To reinforce interaction with industry and NGOs
10. To strengthen Sports and enrichment activities.
11. Attention be paid to organizational issues such as dual control leadership of the head of the institution be

strengthened and fully supported. 12. More effective coordination amongst various staff members, responsible persons, activities and programs may be ensured with a view to professionalism 13. Faculty development with a view to provide strong foundation of core concepts. 14. Under the skill development courses and value addition courses, enrichment aspects be considered. 15. Efforts for instruction of English Speaking Skills be strengthened. 16. Foreign Language teaching be initiated. 17. Funds be generated for college scholarships for deserving students. 18. To increase number of titles and number of journals in the library 19. Efforts to make good use of sports facilities to take sports performance to the next level, be strengthened. 20. Organize more activities for career guidance and placements. 21. To introduce faculty of humanities, programme of home science, programme of BCA Science, Post graduation in Commerce and additional division of under graduation in Commerce. 22. To introduce School of Open Learning (SOL) of SPPU for the benefits of those students who are not able to attend college regularly but have the eagerness to learn. 23. To conduct environment Audit. 24. To introduce feedback system for all stakeholders. 25. To establish additional computer lab and lab for home science, physical chemistry and statistics