Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**SARASWATI MANDIR NIGHT COLLEGE OF COMMERCE AND ARTS**
Name of the head of the Institution	**DR. P. N. SHENDE**
Designation	**Principal**
Does the Institution function from own campus	**No**
Phone no/Alternate Phone no.	**02024433018**
Mobile no.	**9822775623**
Registered Email	**smncca@rediffmail.com**
Alternate Email	**smncceo@gmail.com**
Address	**1359, Shukrawar Peth, Bajirao Road**
City/Town	**Pune**
State/UT	**Maharashtra**
Pincode	**411002**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Prof. Vinay Shripad Bodas**
Phone no/Alternate Phone no.	**02024433018**
Mobile no.	**8888858940**
Registered Email	**vinaybodaS@gmail.com**
Alternate Email	**smncceo@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.smnightcollege.org/Nacc.html

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.smnightcollege.org/Nacc.html

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B**	**2.28**	**2017**	**30-Oct-2017**	**29-Oct-2022**

6. Date of Establishment of IQAC	**01-Dec-2005**

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
One Day Workshop on New Education Policy	**15-Feb-2020** **1**	**200**

Book Bank Facility for Students	15-Jun-2019 365	51
No Files Uploaded !!!		

8. Provide the list of funds 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
Dr. Deepak S. Vede	MSCW	MSCW	2020 365	75000
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**0**
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	View File
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)

No Data Entered/Not Applicable!!!

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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	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Development Committee	19-Jun-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	16-Jan-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The college uses Management Information System in its Administrative Operations called as MISPACK. The MIS system has modules including Planning and Development, Administration, Finance and Accounts, Examination, Online Student Registration, Online Student Admission and Fees, Payroll Management System Integration with Biometrics, Store and purchase management system. Hall Tickets of the Examinations are generated through this system. Results of F. Y. B. Com and F. Y. B. A are prepared through this system. The college has its own website https://www.smnightcollege.org.in The College maintains updates the website regularly. The Information related to the various activities of college like admission notification, examination schedule, academic calendar, examination results, notices, and reports and photographs of teacher student activities, news related to activities are uploaded regularly. The website displays vision mission and core values of the college, administrative structure, Academic Calendar, Curriculum with course outcomes, program outcomes and programme specific outcomes. All the programmes and proceedings of the various committees and cells of college are available on college website. All the relevant information related to admission, students scholarships,

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

All the programs taught in the college are affiliated to Savitribai Phule Pune University {SPPU}. As such all departments are required to implement the syllabus prescribed by the University. The Time Table Committee headed by the Principal and a Senior Faculty member draws up a detailed time table which effectively and efficiently deploys of syllabus. The college adheres to the guidelines laid down by the Statement Government of Maharashtra in general and the University in particular. We try our best level to provide minimum 180 days of teaching during the academic year. Even if any teacher is engaged in any type of academic work during the day time, he/she is conduct his/her classes during the evening. For smooth implementation of curriculum, the college is deploys the following action plan - 1. The college follow the traditional/conventional mode of teaching and learning methods. 2. Teaching plan is prepared in advance at the beginning of the academic year covering each and every element of syllabus. All faculty members takes maximum care to complete the entire syllabus as per the teaching plan. 3. Formal evaluation process includes tutorials, class tests, internal assessment, projects etc. Students are encouraged to meet faculty beyond classroom hours for doubt clearing and curricular discussions. 4. Extra hours are devoted tin taking remedial classes. 5. Academic Calendar is prepared at the beginning of the academic year which incorporates each and every activity that may be conducted during the year may be of curricular or extra curricular in nature. 6. Our college is specialized in the Social Sciences and Humanities (Traditional under graduate and post graduate courses) and the entire society is the laboratory in which students can observe, analyse and gain insight into various aspects of their syllabus.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Not Applicable	NIL	Nil	Nil	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MA	Economics	15/06/2019
View File		

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
MA	Cyber Security, Human Rights	15/06/2019
BCom	Employability Skill Enhancement Program, Computerised Accounting	15/06/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
A Course in Employability Enhancement Program	15/06/2019	396
A Course in Computerised Accounting	02/12/2019	396
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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
BCom	Environment Awareness Program	204
BA	Environment Awareness Program	60
MCom	Banking & Finance	40
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
No Data Entered/Not Applicable !!!

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
BA	Marathi & Economics	372	250	250
BCom	Banking & Finance	864	694	694
MA	Marathi & Economics	180	21	21
MCom	Banking & Finance	120	77	77

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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 enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	944	98	13	Nill	2

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	Numberof smart classrooms	E-resources and techniques used
13	13	1	1	Nill	Nill

[View File of ICT Tools and resources]

[View File of E-resources and techniques used]

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

Yes. All the teachers try to solve their issues from the parental role. Many students are provided with financial assistance to pay examination fees, bus pass fees, tuition fees etc. Slow learners are guided by concerned teachers to improve their performance in the examinations. Students are informed about various Free ships and Scholarships by the teachers. Economically weaker students are introduced to Earn and Learn Scheme in the College. Students are guided regarding preparation for various competitive examinations.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1042	13	1:80

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
14	13	1	Nill	6

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
2019	Nil	Nill	Nil
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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
MCom	Nill	Semester	31/10/2020	12/11/2020
MA	Nill	Semester	31/10/2020	12/11/2020
BCom	Nill	Annual	23/10/2020	12/11/2020
BA	Nill	Annual	24/10/2020	12/11/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As per Savitribai Phule Pune University, College has appointed College Examination Officer as a Mediator between the Students and University. In College we have separate College Examination Committee to organized the various examinations smoothly. As per Savitribail Phule Pune University guidelines regarding continuous assessment , we have conducted Test, Tutorial, Presentation and MCQ Test ect . of 30 Marks for First Year B. A. B. Com (CBCS 2019 PATTERN) 40/50 Marks for M.Com M.A. (CBCS 2019 PATTERN). For S.Y T. Y Classes, college conducted internal assessment and term end examination of 20 Marks

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

Academic Calendar is prepared at the Institutional level. Internal Examinations and all other activities in the college are organized accordingly. Academic Calendar of the college is displayed on the College Website. Various Co-curricular and extra-curricular activities are also conducted in the college in the strict adherence to the academic calendar.

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)

Internal /Tern End Examination Results of the Students are displayed on College Notice Board. Results of F.Y. B.Com & B.A. (2013 PATTERN) are displayed on College Website.

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage

			final year examination	examination	
Nill	MCom	Banking & Finance	41	32	78.04
Nill	MA	Marathi	2	2	100
Nill	BCom	Banking & Finance and Cost and Works Accounting	134	109	87.90
Nill	BA	Marathi & Economics	49	39	84.78

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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)

Such Survey is not conducted by the Institute.

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
Minor Projects	365	Maharashtra State Commission for Women	0.75	0.75

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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
New Education Policy (Final Draft) Implementation and Challenges	Commerce	15/02/2020

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
NIL	NIL	NIL	Nill	NIL

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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
NIL	NIL	NIL	NIL	NIL	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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	Nill

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)
International	English	1	5.64
International	Commerce	1	5.56
National	Commerce	1	5.29

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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
Library	1
English	1

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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 Data Entered/Not Applicable !!!						
No file uploaded.						

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 Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	3	6	3

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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
Workshop on Diet Health	Department of Life Long Learning Extension, SPPU, Pune	1	60
Workshop on Women Empowerment	Department of Life Long Learning Extension, SPPU, Pune	1	60
Workshop on Employment Entrepreneurial Development	Department of Life Long Learning Extension, SPPU, Pune	1	69
Workshop on Increasing Population of India on Occasion of World Population Day	Department of Life Long Learning Extension, SPPU, Pune	1	110
[View File](#)			

 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
No Data Entered/Not Applicable !!!			
[View File](#)			

 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 activites	Number of students participated in such activites
Workshop on Women Empowerment	Department of Life Long Learning Extension, SPPU, Pune	Capacity Building	1	60
Workshop on Increasing Population of India	Department of Life Long Learning Extension, SPPU, Pune	Capacity Building	1	110
Workshop on Diet HealthDepartment of Life Long Learning Extension, SPPU, PuneDepartment	Department of Life Long Learning Extension, SPPU, Pune	Capacity Building	1	60

of Life Long Learning Extension, SPPU, Pune				
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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 Data Entered/Not Applicable !!!			
No file uploaded.			

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
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
Multiple Institions for Cooperation and Promotion Cell	**30/01/2020**	**The English Depts. have taken initiatives of bringing together the Language Teachers for the purpose of Cooperation, Promotion ad Networking of literary activities**	**500**
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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
398000	**112558**

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	**Existing**

Seminar Halls	Existing
Class rooms	Existing
Campus Area	Existing
No file uploaded.	

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
MISPACK	Partially	NIL	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6991	999909	456	55265	7447	1055174
Journals	Nill	Nill	18	22755	18	22755
Others(specify)	2000	166000	Nill	Nill	2000	166000
[View File](#)						

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
NIL	NIL	NIL	Nill
[View File](#)			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	13	0	7	0	0	5	2	100	6
Added	0	0	0	0	0	0	0	0	0
Total	13	0	7	0	0	5	2	100	6

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

100 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
NIL	Nill

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 academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
Nill	Nill	398000	112558

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)

As and when need arises, requisition is submitted to the Management for augmenting physical infrastructure. After analysing current availability. The Management regularly reviews the maintenance of infrastructure. The policy of college management is to provide quality education to the students. To inculcate effective teaching and learning process, he policy focuses towards providing necessary and better infrastructure. The college has considerable improvement in the infrastructure and the learning resources that has created a conducive environment for the overall development of the learners making it a learner centric institution. The whole college campus is under CCTV surveillance which is monitored regularly. The collee has enough class rooms. College has upgraded the auditorium for conducting National and International Conferences, Seminars, Workshops and Cultural Programs etc. Our college has a Central Library. Library is enriched with sufficient number of books, Journals and Magazines. The library has well organized mechanism to collect feedback from the students for improving the library services. Book Bank facility is also available in the library for the student. The institute maintains clean campus with solar power grid installation. The institution has appointed staff to maintain cleanliness in the campus. Safe Drinking Water facility is availed through Water Cooler. A common Room facility is also available in the college.

http://www.smnightcollege.org/Naac.html

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	NIL	0	0
Financial Support from Other Sources			
a) National	Government of India Post-Matric Scholarship	10	15947.5
b)International	Nill	Nill	Nill
View File

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 implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!
View File

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 passedin the comp. exam	Number of studentsp placed
2019	NIL	Nill	Nill	Nill	Nill

View File

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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	Nill	Nill	NIL	Nill	Nill

View File

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	Nill	B. A.	Marathi, Economics	Saraswati Mandir Night College of Commerce & Arts, Pune	M. A – Marathi, Economics
2019	Nill	B. Com	Commerce	Saraswati Mandir Night College of Commerce Arts, Pune	M. Com

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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
NET	Nill

View File

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

Activity	Level	Number of Participants

Sports at the time of Annual Social Gathering	College	55

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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
2019	NIL	National	Nill	Nill	Nill	Nill

View File

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

Five students of the college participated in Earn and Learn Scheme of the College. ? They worked in office and Library of the college. They did work in maintaining records in the library, data entry work in the office etc. ? The amount spent on this scheme is Rs. was received from the university and college has spent Rs.29,000. ? Student Welfare department takes initiative in conducting the elections of Student Council.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

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)

The College has established well designed system of delegation of authority. Under this system the Principal delegates different activities to the nature of job ad type of contribution. The College delegates authority by appointing a Coordinators of the Unit Development and Committees. Coordinators have been given operational autonomy and freedom to organize and implement the programs and undertake decisions. The College Authority has decentralized the College Governance by Decentralizing the Administration.

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
Admission of Students	admission for both and P.G level on the basis of first come first basis Strictly procedure of admission the college strictly observed of Govt, rules for all types or reserved categories.
Industry Interaction / Collaboration	The college organizes workshop seminars and guest lectures regarding entrepreneur skills and to increase employability of the students. Students visit lonawala co- operative Bank to understand the Practical work of Banking system
Human Resource Management	The Management and Principal encourages their staff to attend seminars, conference, workshop, orientation, refresher etc Programme. The duties and responsibilities assigned during various events make the teaching and nonteaching staff more capable and responsible. The participative management strategy help in grooming a culture of integrity and a sense of belonging
Library, ICT and Physical Infrastructure / Instrumentation	The Management and Principal encourages their staff to attend seminars, conference, workshop, orientation, refresher etc. Programs.
Research and Development	IQAC successfully encouraged faculty members to participate in research activities and seminar/conferances and present and public research paper college also has research committee for facilitating research culture. The Teachers are encouraged to pursue M.Phill, Ph.D and false up research projects.
Examination and Evaluation	The U.G And P.G Sections are governed by Savitribai Phule Pune University. So the college has to follow the pattern of examination set by the Savitribai Phule Pune University Strictly. However, the College has designed a various number of internal evaluation processes including continuous evaluation thereby class test, tutorials for P. G. classes.
Teaching and Learning	The college has its own strategies to improve teaching and learning. It follows a student centric approach and hence encourages self learning . Adoption of ICT learning process as

Curriculum Development	The college is governed by the curriculum of the university of Savitribai Phule Pune University, So there is not much scope for the college to develop the curriculum in their own. The college teachers participated in the workshop of curriculum restructure organised by the Savitribai Phule Pune University. The college teachers introduces some ideas within the curriculum to make it more effective regarding content delivery.

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

E-governace area	Details
Planning and Development	Website of Saraswati Mandir Night College of Commerce Atrs.
Administration	MISPACK software has been in the college administration
Finance and Accounts	Tally software has been used to maintain college accounts. Reception of salary grant from govt through HTE system. College used online salary payment system for regular employees.
Student Admission and Support	Online admission for both U.G and P.G level students on the basis of first come first.
Examination	The college teachers has been sent question papers of internal examination via email. Remaining all activities regarding examination are based on guidelines of Savitribai Phule Pune University

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
2019	NA	NA	NA	Nill
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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)

2019	NA	NA	Nill	Nill	Nill	Nill

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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
Refresher Course	1	18/09/2019	01/10/2019	14
Orientation Course	1	14/11/2019	04/12/2019	21
Faculty Development Program	1	20/11/2019	29/11/2019	10

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF for permanent staff and PF for temporary staff.	GPF for permanent staff and PF for temporary staff.	Scholarship, free health checkup, student insurance, Earn and learn scheme.

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 audit is done by Chartered Accountant and their team. All the financial statement of the institute are openly presented before the audit team as soon as the financial year ends. Receipt and payment account, income and expenditure accounts, balance sheet, Bank Statement, Cash balance, Various funds etc. are presented before team after the audit work the auditors provide the final report of the financial year which gives the true and fair view in conformity of the account's. the auditors appreciate the Account section and also give suggestion for the better functioning for the next financial year. The Savitribai Phule Pune University offers the financial assistant for the organisation of various activities. The utilisation certificate with audit prepared for every activity. Every year the institution conducts internal audit regularly to have the true and fair accounting of the institution.

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
various Departments of Savitribai Phule Pune University	103500	To organize Various Extension Activities

6.4.3 – Total corpus fund generated

0

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	LIC of Savitribail Phule Pune University	Yes	Principal
Administrative	No	Nill	Yes	Principal

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

NIL

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

0

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

No Data Entered/Not Applicable !!!

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

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	One Day State Level Seminar on New Education Policy (Final Draft) Implementation Challanges	Nill	15/02/2020	15/02/2020	180
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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
Women Empowerment Capacity Building	22/01/2020	22/01/2020	70	5
Amhi Striya	22/01/2020	22/01/2020	70	5

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
In the year 2016, the Institute has installed Rooftop Solar Energy System with 28 Panels. As per Syllabus of Savitribai Phule Pune University, Pune, College has conducted Environment Awareness Course for S.Y.B.Com B.A. classes. To save the Power, instead of normal Tube Lights, College has started use of LED Blubs Tubes .

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Nill	No	Nill

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
2020	1	1	30/04/2020	Nill	Contribution to Covid - 19 Fund	To help Covid-19 affected people	12
2019	1	1	Nill	300	Earn Learn Scheme	Financial Assistance	5
2020	1	1	15/01/2019	1	Employment Entrraprumership Workship	Capacity Bilding	60
2020	1	1	22/01/2020	1	Women Empowerment	Capacity Building	60
2019	1	1	19/09/2019	10	Volunteers as Police Mitra at Ganesh Festival	Capacity Building	7
2020	1	1	04/02/2020	1	Diet Health Personal	Awareness about	49

					Concelling	Mental Health Care	

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

Title	Date of publication	Follow up(max 100 words)
Prospectus for students	10/06/2019	The College follows the code of conduct of UGC, State Government, Savitribai Phule Pune University and the Parent Institue Saraswati Mandir Sanstha. As per SPPU Guidelines the institue elaborate code of conduct for the students in the Prospectus every year. It is displayed on the Notice Board in the Campus. Similarly the Principal explains the code of Conduct in his address speech.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day	15/08/2019	15/08/2019	50
Republic Day	26/01/2020	26/01/2020	30
Reading Inspiration Day	10/10/2019	10/10/2019	35
Savitribai Phule Jayanti	03/01/2020	03/01/2020	55

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

The institute installed a Rooftop Solar Pannel System in the year 2016, results in saving in Carbon emission of 10,000 kg. per annum. In the institute everyone swich-off the lights, fans and other electircal and electronic equipment when not in use. We use one side used papers. We falicitates our guests with Plants and Books

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 To Provide Education to the Socio-economically deprived section of the society Objectives 1) To impart quality higher education to working and disadvantaged students. 2) To explore the best possible way for students progression. 3) To act as a catalyst for empowering students to become better human beings with their spirit of nationality. 4) To strangthen the students abilities for the overall development of their personality Best Practice No 2 Keshavsut Karandak Poetry Competition Objectives - 1) To develop students poetic and literaty creativity and skills 2) To promte and create awarenes about Marathi Poetry amont students. 3) To provide training of various forms of

Marathi Poetry through the workshop. 4) To provide a platform for the amateur student poets. 5) To provide access for interaction between amateur poets and renowned poets in marathi and breach the gap and increase the confidence level of amateurs.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.smnightcollege.org

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

As an educational institute, we have staff and students from diverse background with different orientations and capabilities. Being a night college, most of the students in our college are from working class, working in day time to earn for themselves and their families. We act as catalyst for empowering these students to become better human beings with the spirit of nationality.

Provide the weblink of the institution
http://www.smnightcollege.org

8.Future Plans of Actions for Next Academic Year

1. To secure research centre of Savitribai Phule Pune University, Pune. 2. To Develop Appropriate Platform to Conduct ON Line Lectures. 3. To Develop E Content required for conducting On Line Lectures.