YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution
RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL'S ARTS ,COMMERCE AND SCIENCE COLLEGE,BHOSARI,PUNE

- Name of the Head of the institution
DR. GAUTAM LAXMAN BHONG

- Designation
Principal

- Does the institution function from its own campus?
Yes

- Phone no./Alternate phone no.
020-27124910

- Mobile no
9011021423

- Registered e-mail
rjspmacs@gmail.com

- Alternate e-mail
sachinrjspm@gmail.com

- Address
Opp. Amphenol Company, Near Datta Mandir, Landewadi, Bhosari, Pune-411039

- City/Town
PUNE

- State/UT
Maharashtra

- Pin Code
411039

2.Institutional status

- Affiliated /Constituent
Affiliated

- Type of Institution
Co-education

- Location
Semi-Urban

- Financial Status   **Self-financing**

- Name of the Affiliating University   **SAVITRIBAI PHULE PUNE UNIVERSITY, PUNE**

- Name of the IQAC Coordinator   **PROF. SACHIN CHAVAN**

- Phone No.   **9011021423**

- Alternate phone No.   **02027124910**

- Mobile   **8459059196**

- IQAC e-mail address   **iqac@rjspmcollege.ac.in**

- Alternate Email address   **sachinrjspm@gmail.com**

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

http://rjspmcollege.ac.in/wp-content/uploads/2021/06/AQAR-2019.20-DATED-16.06.21.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

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

http://rjspmcollege.ac.in/wp-content/uploads/2021/02/acedmic-planner-2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.21**	**2018**	**03/07/2018**	**02/07/2023**

6.Date of Establishment of IQAC   **06/06/2015**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC   [View File](#)

9.No. of IQAC meetings held during the year   **2**

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

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

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

- If yes, mention the amount

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

1) College has applied and got approval for new course MJMC for next Academic Year 2020-21.

2) Academic Audit and Administrative Audit was conducted in every department by departmental experts of respective departments and CA. Green Audit, Energy audit and Environmental Audit was also done.

3) College has successfully conducted National level Intellectual Property Rights (IPR) and webinar on: - Recent Trends in "Financial Management" - ADDIE Model and designing the content using online designing tools - "???????? ?????????? ??????????? ???? ?????????."

4) Social activities under NSS like: Blood donation camp, Tree plantation, Voter Awareness Program, Pulse Polio vaccination was conducted. For local community Quiz on Covid-19 and Program on "Ozone day" awareness was conducted.

5) Faculty Development Program on "Use of ICT Tools "was organized for teaching staff.

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

Plan of Action	Achievements/Outcomes
Planning to conduct webinar on IPR and FDP	National level Webinar on "Intellectual Property Rights (IPR)" on 31stOctober 2020 and Faculty Development Program on "Online Training on Use of ICT Tools" on 18thAugust 2020 for Teaching & administrative Staff was conducted successfully.
Planning to conduct workshops and seminars	Webinar on BBA department conducted webinar on "Recent Trends in Financial Management" on 28thJanuary 2021. BBA(CA) department conducted webinar on" ADDIE MODEL and Designing the contents using Online designing tools" on 16th January 2021. BA department conducted international webinar on "???????? ?????????? ??????????? ???? ?????????" on 08thNovember 2020.
Planning for Academic and Administrative Audit	The Academic Audit was conducted in every department by external experts and Administrative Audit conducted by Chartered Accountant. The Green Audit, Energy audit and Environmental Audit of college is carried out by nominated expert.
Planning to apply for new course from Academic Year 2021-22	The College has applied and got approval for new course, Master in Journalism and Mass Communication (MJMC) for next Academic Year 2020-21by SPPU, Pune.
Tie-ups and MoU's	MOU with "Global Talent Track" was done under which Add-on course on Python and Soft Skill development was successfully organized for students.

Planning to conduct more social activities under NSS and SDO	Social activities under NSS like: Blood donation camp, Tree plantation, Voter Awareness Program, Pulse Polio vaccination was conducted. For local community Quiz on Covid-19 and Program on "Ozone day" awareness was conducted.
Strategies to enhance the placement activity.	Guest lectures and skill development programs was conducted to enhance the skills and ability of the students. The interactive session on 'Communication Skills' conducted. Many students were benefited and placed in esteem companies.

13.Whether the AQAR was placed before statutory body?　　　　　No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL'S ARTS ,COMMERCE AND SCIENCE COLLEGE,BHOSARI,PUNE
• Name of the Head of the institution	DR. GAUTAM LAXMAN BHONG
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	020-27124910
• Mobile no	9011021423
• Registered e-mail	rjspmacs@gmail.com
• Alternate e-mail	sachinrjspm@gmail.com
• Address	Opp. Amphenol Company, Near Datta Mandir, Landewadi, Bhosari, Pune-411039
• City/Town	PUNE
• State/UT	Maharashtra
• Pin Code	411039
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	Self-financing
• Name of the Affiliating University	SAVITRIBAI PHULE PUNE

	UNIVERSITY, PUNE
• Name of the IQAC Coordinator	PROF. SACHIN CHAVAN
• Phone No.	9011021423
• Alternate phone No.	02027124910
• Mobile	8459059196
• IQAC e-mail address	iqac@rjspmcollege.ac.in
• Alternate Email address	sachinrjspm@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	http://rjspmcollege.ac.in/wp-content/uploads/2021/06/AQAR-2019.20-DATED-16.06.21.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	http://rjspmcollege.ac.in/wp-content/uploads/2021/02/acedmic-planner-2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.21	2018	03/07/2018	02/07/2023

6.Date of Establishment of IQAC	06/06/2015

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	0

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	2	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

1) College has applied and got approval for new course MJMC for next Academic Year 2020-21.

2) Academic Audit and Administrative Audit was conducted in every department by departmental experts of respective departments and CA. Green Audit, Energy audit and Environmental Audit was also done.

3) College has successfully conducted National level Intellectual Property Rights (IPR) and webinar on: - Recent Trends in "Financial Management" - ADDIE Model and designing the content using online designing tools - "???????? ?????????? ??????????? ???? ?????????."

4) Social activities under NSS like: Blood donation camp, Tree plantation, Voter Awareness Program, Pulse Polio vaccination was conducted. For local community Quiz on Covid-19 and Program on "Ozone day" awareness was conducted.

5) Faculty Development Program on "Use of ICT Tools "was organized for teaching staff.

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

Plan of Action	Achievements/Outcomes
Planning to conduct webinar on IPR and FDP	National level Webinar on "Intellectual Property Rights (IPR)" on 31stOctober 2020 and Faculty Development Program on "Online Training on Use of ICT Tools" on 18thAugust 2020 for Teaching & administrative Staff was conducted successfully.
Planning to conduct workshops and seminars	Webinar on BBA department conducted webinar on "Recent Trends in Financial Management" on 28thJanuary 2021. BBA(CA) department conducted webinar on" ADDIE MODEL and Designing the contents using Online designing tools" on 16th January 2021. BA department conducted international webinar on "???????? ?????????? ??????????? ???? ?????????" on 08thNovember 2020.
Planning for Academic and Administrative Audit	The Academic Audit was conducted in every department by external experts and Administrative Audit conducted by Chartered Accountant. The Green Audit, Energy audit and Environmental Audit of college is carried out by nominated expert.
Planning to apply for new course from Academic Year 2021-22	The College has applied and got approval for new course, Master in Journalism and Mass Communication (MJMC) for next Academic Year 2020-21by SPPU, Pune.
Tie-ups and MoU's	MOU with "Global Talent Track" was done under which Add-on course on Python and Soft Skill development was successfully organized for students.

Planning to conduct more social activities under NSS and SDO	Social activities under NSS like: Blood donation camp, Tree plantation, Voter Awareness Program, Pulse Polio vaccination was conducted. For local community Quiz on Covid-19 and Program on "Ozone day" awareness was conducted.
Strategies to enhance the placement activity.	Guest lectures and skill development programs was conducted to enhance the skills and ability of the students. The interactive session on 'Communication Skills' conducted. Many students were benefited and placed in esteem companies.

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	10/01/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

culture, using online course)

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**13**

File Description	Documents
Data Template	[View File]

2.Student

2.1 Number of students during the year	**2407**

File Description	Documents
Institutional Data in Prescribed Format	[View File]

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1878**

File Description	Documents
Data Template	[View File]

2.3 Number of outgoing/ final year students during the year	**792**

File Description	Documents
Data Template	[View File]

3.Academic

3.1 Number of full time teachers during the year	**47**

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	**61**

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	**24**

4.2 Total expenditure excluding salary during the year (INR in lakhs)	**10734579**

4.3 Total number of computers on campus for academic purposes	**206**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

We adopt the curriculum overview provided by the Savitribai Phule Pune University. The institution has developed a structured and effective implementation of the curriculum.We impart quality education with our resource potentiality, institutional goals and concern towards the students. Following are the various means through which it executes the curriculum.

Academic Planning and Monitoring Committee (APMC): To develop and implement curriculum, the college has APMC committee for proper

execution and check for curriculum. The APMC committee ensures well planned educational development under IQAC promotion for curricular and extra-curricular activities.

HOD's Meeting: HOD's Meetings are held every week. Head of the Department discuss their action plans to arrive an optimal and effective way.

Academic Calendar: Academic Calendar is prepared as per the Savitribai Phule Pune University academic schedule and the requirements at the department level as per the action plans formed.

Lesson Plan: A Lesson plan includes course outcomes, course objectives, content topics, reference books and the expected outcomes from the students by learning through the topics prepared by respective faculty members at the beginning of each semester. It gives an insight focus on how the lecture and class will be handled throughout the semester.

As per the requirement new books are ordered with the concern of subject teachers and students. For implementation of curriculum, teachers have included teaching methods such as Power point presentation, assignments, and seminars for effective teaching.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nothing to add

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

The College is abiding to follow guidelines set by SPPU regarding Examination and Evaluation procedures. At the beginning of the year the exam policy of internal evaluation is plannedand conveyed to the each faculty and students. F.Y,B.A, B.Com. B.Sc (CS), B.Sc Biotech, BBA, BCA follow the Choice Based Credit System from the academic year 2019-20, introduced by Savitribai Phule Pune University. The assessment includes a continuous internal evaluationof30 marks and a semester end examination of 70 marks. The end-semester examination is conducted by SPPU. The CBCS Pattern is implemented for S.Y. from the academic year 2020-21 and is going to be implemented for T.Y. from the year 2021-22. All the

course of third year follows 80:20 Patterns for the academic year 2020-21. The term end-exam of 60 marks reduced to 20 marks in final mark sheet. The final examination is of 80 marks, conducted by SPPU. B.Sc (CS) follows 35:15 pattern for FY, S.Y and for the third year B.Sc (CS) 40:10 and B.Sc. Biotech 35:15. Post graduate level follows CBCS. 50:50 Pattern, wherein 50 marks are for internal assessment. For Science 70:30, 30 marks are for internal assessment. Approximate two tests such aswritten tests, oral tests or class tests are conducted by the respective departments. Practicals, projects, home assignment, presentation, seminar, industrial visits and Historical field visits are also conducted for internal evaluation.

Due to Covid19 Pandemic for the academic year 2020-21, the college has conducted online written and oral tests. The Home Assignments and Projects are collected in Pdf form through Google Classroom for internal evaluation as per the university format. Remedial actions are taken for weak student's improvement. Academically, advanced learners are encouraged to visit the library to increase academic learning. The outstanding result achieved and set a new benchmark for students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nothing to add

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	D. Any 1 of the above

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

1.2 - Academic Flexibility

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

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

13

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

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

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

4

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

567

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

1.3 - Curriculum Enrichment

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

The cross –cutting issues like Gender, Environmental sustainability, Human Values and Professional Ethics etc., find an ample space when it comes to applying them positively into the curriculum. We believe in maintaining healthy environment for all its students. The curriculum is designed by the university itself does include many of these aspects such as the subjects namely Professional Ethics and Moral Values in the first year and Environmental Studies in second year. There are various committees which take care of the students such as:

i. Discipline Committee: This committee formed by Physical Directors and one faculty member from each department. This committee plays a vibrant role in the maintenance of discipline of the complete campus. In day to day functioning of the college as well as any special occasion or any programmes, these committees is formed.

ii. Anti- Ragging Committee: As per the guidelines of UGC, University, an Anti- Ragging Committee has been constituted to handle the issues pertaining to ragging. The names of the committee members along with their mobile numbers are displayed at different places in the institution. Any student can lodge a complaint without disclosing his/her identity in case of any inconvenient incident.

iii. Women Grievances Committee: It is formed only by female faculty members consisting of one coordinator and two members and also one student representative from each department. We are proud to state that in our college the incidents of sexual harassment of women student's cases are not registered because, the women grievance policy is strictly followed in college campus. Yet this cell interacts with women students at regular intervals to identify any sort of issues existing. The women cell is capable of dealing the cases very confidently with its team.

iv. Human Rights: The College conducts lectures and various programmes such as blood donation programmes, health awareness programmes, tree plantation and voter's day awareness.

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

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

3

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

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

70

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://rjspmcollege.ac.in/feedback-analysis-report/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2407

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

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

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

1046

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

2.2 - Catering to Student Diversity

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

The college is located in semi-urban area and the students enrolled are mostly first generation learners, hailing from remote villages. Extra attention was given for making their base cleared. College has conducted value added course to improve students skill, communication etc.

Bridge course: Bridge course is conducted for those students who are basically from non commerce stream like Arts, Science and vocational course. It is organised to bridge the gap between commerce and non commerce students for the subject Accountancy. Department of Commerce has arranged one month bridge course for non- commerce students to learn the basics of accounting..

Slow learners: Remedial measures are taken by conducting tutorial classes to clarify doubts and explaining the critical topics along with test. Students with learning difficulties is provided additional help to bring them back into the mainstream classes with proper remedial teaching help closer supervision, more individual attention and the use of stimulating teaching strategies.

Advanced learners: The institute regularly conducts, group discussions, seminars and guest lecture. Advanced learners are insisted on developing their writing skills and time management. Teachers provides PPT, online material, including youtube links, e-books, books downloading link.

File Description	Documents
Paste link for additional information	Nothing to add
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
2407	**47**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

RJSPM believes in the adoption of students centric methods to enhance student involvement as a part of participative learning and problem solving methodology. The institute focuses on student-centric methods of enhancing students' lifelong learning skills. The Students centric teaching methods are reflected in project work, Field Visits, Industrial visits & guest lectures. Major Projects are essential element of PG programme. The various departments organised the online Quizzes for UG and PG program. The Guest Lecture by eminent experts from industry and academics conducted by various departments. To organised and supplement the teaching process and provide experiential learning, the Faculty identifies and proposes academically significant Field visits and Surveys, Industrial Visits. To organise the industrial visits for students is to provide exposure to industrial work culture. Due to Covid -19 pandemic departments of college were not able to arrange the field and Industrial visits. The Com-Vardhan program organized by the Commerce department included poster competition, PPT presentation etc.The Programming Competitions, Animation, International Webinars, Workshops on Intellectual Property Rights were conducted successfully. For holistic development of students Add-on and Certificate programs have been organised for students. The ICT teaching methods have been made available in the institute. The teaching-learning process is supported by regular hands-on sessions, access to digital libraries, soft skills training programs, NPTEL, etc., The Students can use their

specialized technical or management skills by participating in various skill based activities based on seminars, group discussions, projects and courses.

Due to Covid-19 pandemic all student centric activities were conducted by online mode.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nothing to add

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

Our college follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom. In ICT enabled classroom, we can use various tools likeMicrosoft PPT, The Internet, Interactive Online lectures, Computer, eBooks, online videos etc. With the help of given tools we are conducting our ICT based class in effective and appropriate manner.

1. In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings , Audio system, online sources, to expose the students for advanced knowledge and practical learning.
2. Some classrooms are fully furnished with Smart board/ LCD/Computers/LAN/Audio-visual facilities.
3. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.
4. Specialized computer laboratory with an internet connection has been provided to promote independent learning. Wi-Fi facility for access of internet is provided on individual laptop and mobile devices.
5. Printers- These are installed at Labs, HOD Cabins and all prominent places.
6. Scanners- Multifunction printers are available at all

> prominent places.
> 7. One Seminar Hall is equipped with all digital facilities.
> 8. Online Classes conducted through Zoom/Google Meet/Google Classroom.

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

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

2.3.3.1 - Number of mentors

43

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

2.4 - Teacher Profile and Quality

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

47

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc.

/ D.Litt. during the year (consider only highest degree for count)

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

7

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

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

2.4.3.1 - Total experience of full-time teachers

384

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

2.5 - Evaluation Process and Reforms

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

The College is abiding to follow guidelines set by Savitribai Phule Pune University regarding Examination and Evaluation process. The continuous internal assessment evaluation of the students is an integral part of the teaching-learning process. The college has transparent evaluation process in terms of frequency and variety. The college has implemented various reforms in internal evaluation system. At the beginning of each semester, the students are instructed about the syllabus and evaluation process.

The Choice Based Credit System of examination has been introduced in academic year 2019-20 by SPPU for the faculty of Arts, Commerce

and Science at under graduate and post graduate level respectively. The formative approach to evaluate student's achievements includes various academic activities, such as written tests, oral tests, class tests, practical, projects, home assignments etc. As per SPPU guidelines various department of college conducted continuous assessments.

Due to Covid19 Pandemic for the academic year 2020-21, the college has conducted online written and oral tests. The Home Assignments, Practical and Projects are collected in Pdf form through Google Classroom and Email for internal evaluation as per the university format.

The students are asked to submit home assignments within proper time schedule. The Examination committee has planned internal assessment process to evaluate the student's performance prior to university examination. The proper care is taken for the maximum attendance of the students by each faculty.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nothing to add

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

The college has a well-organized mechanism for redressal of examination related grievances. The student can approach the Teachers, College Examination Officer (CEO) and Principal to redress the examination related grievance as per the requirement and jurisdiction of the grievance. At the college level, the evaluation work is done for the Internal examinations. If any student feels that the marks given to him in any paper are not just, he or she can apply revaluation by remitting the fees. If there is change in score, it is corrected by internal examination committee of the college. Internal examination committee itself looks after the complaints or grievances related to internal as well as external examination. The students have the freedom to use the suggestion box to put in the note of dissatisfaction with the internal examination mechanism.

During Covid-19 pandemic situation examination department made online provision to communicate the grievances raised by the students.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	[Nothing to add]()

2.6 - Student Performance and Learning Outcomes

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

Course Outcomes are framed for all courses in the program during the commencement of the semester which includes various levels like:Remember ,Understand , Apply , Analyze , Evaluate , Create . Head of Departments along with subject faculties and domain experts discuss and frame the Course Outcomes. Mechanism of Communication of all Learning Outcomes (PO &CO) among faculty, staff, and students : Students are educated with the outcomes of each course before the commencement of the subject. POs and COs are displayed at prominent places like Department Notice Boards and introduced during Induction Program. The PO and CO are included in Lesson Plans, Lab Manuals, Course files, Course End Survey, Alumni Survey etc. It is displayed on Institution Website .These points are discussed during Alumni meet and feedbacks are taken from alumni to ensure whether the outcomes are meet. During Parent Teacher Meeting the points were discussed and suggestions from parents are taken. The Head of Departments along with the faculty members provides information to students , raise awareness and stress the importance of achieving goals.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://rjspmcollege.ac.in/program-outcome/
Upload COs for all Programmes (exemplars from Glossary)	[View File]()

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

Our college is affiliated Savitribai Phule University ,Pune. We offered under graduate and post graduate courses under the faculty of Arts, Commerce & Science. For these courses, the institute followed the curriculum designed by SPPU.

The program outcomes (PO) & Course outcome (CO) are evaluated by institute & same is communicated to the way of discussion in classroom & departmental notice board.After measuring attainment of PO & CO it has been observed that the strength of students as well as passing percentage of students is increasing progressively. The ratio of student placement is also increasing. We took most care of measuring the level of attainment PO and CO and followed formal as well as informal mechanism for measurement of attainment of the outcome. The PO and CO are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and departmental notice board. Even we took feedback from all stakeholders in this respect & try to take necessary steps accordingly.

Attainment of Program Outcomes: 1.By Specific Outcomes Assessment Process 2.By Course Outcome Assessment Process .PO is attained by evaluating the students by Direct Method [70%] In their Internal and External Exam conducted by SPPU and Indirect Method [30%] by conducting 2 Assignments [10 marks each] in each semester and 2 class tests [10 marks each] in every semester by all the programs offered. The final PO attainment is calculated by Direct assessment [70%] + Indirect assessment [30%] and for the betterment of attainment of outcomes ,we take suggestions from the stakeholders through feedback and survey method.

Attainment of Course Outcome: The final CO attainment is calculated by Direct assessment [70%] + Indirect assessment [30%] as per Savitribai Phule Pune University norms and guidelines. If any student is found week in any particular subject he is recommend to attend remedial lectures. And if any student is found to be advanced learner he is recommended for higher competitive exams or higher education.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nothing to add

2.6.3 - Pass percentage of Students during the year

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

792

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://rjspmcollege.ac.in/wp-content/uploads/2022/02/Final-annual-report-2020-21-.pdf

2.7 - Student Satisfaction Survey

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

http://rjspmcollege.ac.in/student-satisfaction-survey/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nothing to add

3.2 - Innovation Ecosystem

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

The college have a well-defined research quality which shall act as a guideline for the scholar, teachers and all other concerned personnel. The college encourages original quality basic and applied research in the field of Science , Arts and commerce and their relevant research fields. The faculty members to undertake research in these areas. The college established linkages with industries and business organisation to identify potential areas and research. The institutes recruits dynamic and highly qualified faculty to mentor and channelize the young minds. The institute has taken an initiative to encourage the faculty members to pursue their Ph.D. work. Faculties are also encouraged to participate in various skill enhancement programs. The college is providing financial assistance to faculty to publish their research data in National and International peer review journals. The college organises to develop appropriate research skill among faculty members and students. College depute faculty members to attain and present the research data in various Seminars Conferences and

Workshops. The college has signed MoUs with organisation to promote real time project development. College established incubation centre of research and planning to apply research grants from various supporting agencies like DST ,DBT, CSIR , SERB.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	Nothing to add

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

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

4

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nothing to add
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

7

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

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

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

10

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

3.4 - Extension Activities

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

COVID-19 Awareness Program 2020: COVID-19 has become a global pandemic by infecting people of almost all over the world. Human civilizations are facing threat for their survival and livelihood. Due to movement constraints during a lockdown, it was impossible to approach a common man in the population.In view of this, department of computer science has conducted the online survey through google form to assess the awareness, threat, and its prevention among people of India about the COVID?19. A questionnaire was developed in straightforward, understandable English by using Google form. The questionnaire was disseminated to known through WhatsApp, emails and other social media platforms. The participants showed enough interest in giving their responses and forwarded it to their contacts, which resulted in

getting overwhelming responses from all over the country. A participant who has smartphones with internet connectivity have responded to questionnaire. Total, we received 1090 responses. The responses are usedto estimate awareness level of corona virus in society, perception about prevention from Coronavirus.

Ozone Day: Ozone layer or ozone shield is the protective layer of Earth's atmosphere, which prevents harmful rays such as UV rays from reaching the earth's surface. But the research suggests that the Ozone layer is depleting due to manmade activities. World Ozone Day is observed on September 16 , every year . This day is to create awareness about depletion of ozone layer and continuously rising of global warming. On this occasion a small step was taken by Department of Biotechnology, for creating awareness among the budding scientists in the field of biotechnology, who could solve the questionnaire related to ozone layer in the E-quiz form. For this activity we got overwhelming response from various colleges at state as well as national level. More than 280 students has participated in E-quiz and received certificates.

File Description	Documents
Paste link for additional information	Nothing to add
Upload any additional information	View File

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

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

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

6

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

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

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

213

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

3.5 - Collaboration

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

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

0

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

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

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The vision of college management is to continually improve the students learning condition. The college effectively attempting to improve the nature of learning. Our strategy enables us to be adaptable and adjust to help the present need of our students with the goal that we can bring the best out of them. The college has 23 classrooms is of adequate size and has enough lighting, air ventilation and good ambience. Two classrooms are accessible with all equipment's like smartboard, LCD to empower virtual education. The CCTV cameras are functioning in different areas to regulate the student's activities & also to have a ragging free campus. The smart classroom with LCD facilities is 02, Number of classrooms is 23. The seminar hall with ICT facilities is 01. The college has

adequate computer facilities with 239 computers. 206 computers used for academic purpose and 33 used for administrative purpose. All computers are associated with the web and are Wi-fi /LAN linked with 50 MBPS speed. The institution has many laboratories which are provided with sufficient equipment, machinery for the students to carry out Practical courses, project & research work. All laboratories are operational & updated periodically. There is a computerized library which offers adequate changes to the students to access E-resources. The library is completely mechanized & gives benefits through computers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://rjspmcollege.ac.in/infrastructure-ict-facilities/

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

The institution gives utmost importance to the overall development of the students and organizes various sports, games, and cultural activities in campus regularly. The college has established various facilities for sports. College has Indoor and Outdoor Games facilities in premises. Indoor Games like Carom, Chess is available for all. Outdoor Game like Kho-Kho Ground (with Light Facility) with 29X16 m area, Kabaddi Ground with 13X10 m area, Volley Ball Court with 19X18 m area are available. Various incentives are provides to Students Athletes like Sports dress (Kit) , Equipment Material , Expert Guidance. The College provides facilities to sport person who participate in the Inter Collegiate Competition like sportswear, DA and TA ,Medical Facility and also college provides Financial Aid are cash Incentives, concession in fees to outstanding Sports person. The cultural committee of college conducts functions and activities like Birth Anniversary Mahatma Gandhi and Lal Bahadur Shastri Jayanti, Mahatma Phule Jayanti, Dr.Babasaheb Ambedkar Jayanti to encourage students by giving emphasis on their significant contribution to develop nation. Every year on 21st June institution has celebrated the "International Yoga Day". National Independence Day and Republic Day are celebrated in the Institute by national flag hosting and unfurling. The institute have well-equipped seminar hall for organizing various functions and cultural events.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://rjspmcollege.ac.in/wp-content/uploads/2022/02/4.1.2.pdf

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

24

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nothing to add
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2093731

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The Library plays a crucial role in enhancing the quality of

academic and research environment in Educational institutions. The Institute library is a place in the Institute where huge collections of academic books, journals, magazines, research projects, rare books, other knowledgeable books and newspapers are kept. These books are made available to the students to increase their knowledge and understanding on various subjects. The college library is an important hub of student life. There, student can check out books, conduct their research; find a quiet place to study. The students can extend their search with use of internet, e-books, e-journals etc. made available in the digital library. The Institute library exhibits positive impact on the academic achievement of the student. Students can perform better during examination and placement as students are explored to the knowledge through various means. The institute library is fully automated with Vriddhi ILMS Software. The college has acquired Vriddhi Software for library automation. At present, the library automation process is completed with the help of this software. The library operations like cataloguing, book circulation, and book search are automated using VriddhiSoftware. In addition to this, the barcodes of books are generated. These barcodes are scanned with barcode scanner for book lending. The open access system in library enables the users to choose books for study. Having established a user-friendly and conducive environment in the library, the librarian along with team of professionals, semi-professional staff is managing the library effectively rendering online & offline library services to cater to the needs of students, teachers and other users. The online public access catalogue (OPAC) system is also available. OPAC which is used by students and faculty member for search of books by Title, Author and Subject name. The reading room is well furnished to accommodate 50 students at a time and provides conductive environment for study. RJSPM Central Library provide different types services to the student and Staff Members such as Students I-Card Issues, Books, Journals, e-Journals, Project & CD access, Reference Section with knowledgeable books, News Papers, OPAC facility and Digital Library.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nothing to add

4.2.2 - The institution has subscription for the following e-resources e-journals e- | A. Any 4 or more of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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

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

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

111722

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

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

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

0

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

4.3 - IT Infrastructure

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

Institution frequently updates its IT facilities including Wi-Fi. There are different digital technological facilities available in

the college. A well equipped computer lab is also functioning in the college. The students of the college are access to the computer lab. The college building and the library facilitated with the Wi-Fi connectivity. There is open access of Wi-Fi connectivity to all student and the staff members of the college. All the departments of the college are provided with computer and other related accessories. All teaching staff member use the ICT in the classrooms and laboratories, whenever needed. The different educational sites are shown to the students with the help of digital device. Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities. Following are some basic facilities for updating: Computer is formatted in regular basis. College itself formats the computer without no fees and by the help of computer operator. Anti-virus is regularly installed in computer. All computer has anti-virus Wi-Fi connectivity i.e., in Principal chamber, Office-room, IQAC room, various departments including, library and laboratories. CCTV is installed in every classroom. The IT resources are utilized for the smoother functioning of the Institution, regular maintenance and upgradation of the same is ensured. In the entire campus all the computers are connected by the LAN/Wi-Fi by 50 Mbps speed capacity broadband provided by Pune Teleinfra Private Ltd, Pune. Previously from years 2011 to 2016, the institute maintains its internet facility with 30 Mbps speed. Our college has 239 computers and all the departments have software packages as per the curriculum needs. The institute upgrades the software packages and also purchases software's currently being used in the industry to make the students; industry ready. A separate team with inhouse staff is informed to take care of the IT related needs of the campus such as hardware and networking, website designing and hosting etc. College has Ten LCD projector enabled classroom and two smart classrooms.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nothing to add

4.3.2 - Number of Computers

239

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

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

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

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

2126052

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The College has a well-defined policy and system in place for the maintenance and utilization of all its physical and academic facilities.

Classroom:

The Classroom being the most primary and important work space, it

is managed with proper systems and procedures as recommended by the Management and the University. It provides modern teaching learning environment. The classrooms are well equipped with all modern technology like the smart boards, mike systems, LCD and other technologies for better and effective teaching. CCTVs installed in each classroom and laboratory to make sure of the safety and the security of all students, teachers and equipments. Stock list of assets of Class room property, cleaning and maintenance are done on a regular basis, Annual Maintenance Contract (AMC) of all the modern teaching technology, proper reporting system about repairs and replacements are the basic attributes of classroom management.

Laboratory:

As the College has two Science departments, the Laboratory policy forms the core in the working of the institution. While the Laboratory has several instruments and equipment, the same is maintained through AMCs. Locations of laboratory safety showers, eyewash stations, and fire extinguishers help to assure protective measures to minimize the causalities. General Instructions to students regarding the safe and secure usage of laboratory are displayed.

Library:

Overall smooth functioning of the library, the library follows well defined standard procedures the library works effectively and serves its patrons for information requirements which includes Acquisition/ Processing Section, Circulation Section, Serial Section , Reference Section and ICT and Digital Section. The library of the college has its own mechanisms and system in place to identify the purchases based on the courses offered, check on the facilities to be provided for the students and the staff.

Sports:

The Sports committee looks after maintaining the sports ground and sports equipment. Committee organizes various indoor and outdoor sports competitions for students at intra and intercollegiate level. For holistic development, students are encouraged to participate in the competitions. Coaches for events where there is good student representation, are appointed with the permission of the Management and the Principal. The celebration of the International Yoga Day has become a regular affair and many students and staff participates in the same.

Computers:

The Maintenance of computers (Hardware and Software), updating software related to administrative and overall maintenance of campus infrastructure. Annual maintenance contracts for computers, copier machines, software, CCTV, Fire extinguisher, garden, security are in place. Policy is developed to maintain a balanced student and computer ratio, so that all students will be benefited for academic purposes.

The housekeeping service looks after cleanliness on the campus.

Website is maintained and updated with the help of external professionals.

The well-defined purchase policy developed by the Management Purchase Committee looks after all the purchases in the college.

Institution follows all safety and security norms as required for an educational institution and makes optimal use of all security mechanisms. Safety of girls is specially handled and appropriate measures are taken to make the campus safe for students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[Nothing to add](#)

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

177

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

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

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

18

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to Institutional website	http://rjspmcollege.ac.in/skill-enhancement-program/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

144

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

144

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

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

37

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

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

5.2.2.1 - Number of outgoing student progression to higher education

73

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

5

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

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

As per the guidelines of SPPU, Pune, our college has formed Student Council unit.All the recommendations and suggestions given by Student Council to the college are accepted /implemented considering the utility and benefit to the students. Students are backbone of any institute & our aim is to provide excellence to each student in their overall development.

The college has a dynamic student council and student representatives that serve on different committees of the college. The College Student Council in consultation with its faculty advisor organizes major events in the College. In 2020-21 our college had sent proposal regarding Earn &Learn Scheme, Nirbhay Kanya Abhiyan Yojana and Disaster management to Savitribai Phule Pune University but due to Covid-19 pandemic SPPU has not granted permission to any of these schemes so far.

Pandemic played a role in all walk of life educational sectoris not an exception. In this academic year due to on-going Covid condition student council had not been able to function as a whole provided the circumstance when situationturns normal. We will able to do it as soon as possible.

File Description	Documents
Paste link for additional information	Nothing to add
Upload any additional information	View File

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

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

0

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

5.4 - Alumni Engagement

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

The Alumni are the key brand ambassadors of the institution. The institution aims for striving to create and maintain a strong and positive relationship thereby fostering a lifelong bond between the institute and its alumni.

The alumni participate and contribute to the development of students in a variety of ways, including giving guest lectures to share their perspectives and industrial and field experience, motivating students to participate in skill development programmes, and guiding students in the organisation of various competitions and fests. Due to the COVID-19 pandemic situation, we were unable to hold any face-to-face meetings or any function with our alumni, but we organized online meetings and online guest lecture led by our alumni. In meetings, many alumni opined that

the key reason for their success is the platform the institute provided them and the amount of support provided by the management during their study period. Furthermore, Alumni after sharing their experiences assured all kinds of help and cooperation for the betterment of the students and institute as whole. In addition, as a kind gesture, our pride alumni have donated a Micropipette to the Biotechnology department.

Once the situation returns to normal, we will resume in-person interactions and organize fruitful programmes in collaboration with alumni.

File Description	Documents
Paste link for additional information	Nothing to add
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

College providing quality education through various support services that challenges students of every background to develop their intellect. We emphasis on women empowerment. Leadership endorses teamwork towards a common vision to direct individual accomplishment towards organizational objectives. Our policy is to link education with entire society so that rural and economically deprived students are benefited and could become self-sufficient and they live with respect and dignity. Governance of college is driven by well -written policy on admission, teaching, learning and evaluation systems and research. RJSPM management consists of President ,Vice-President, Secretary, Trustee members, Principal, Vice-Principal who are proficiently supported by all H.O.D, Teaching, Administrative -Staff of college. The administration of the college is decentralized to a greater extent by a delegation

of authorities with various officials to plan and organize and have a quality check over various activities of the college. College is providing eminence education to students of undergraduate and post graduate degrees which are essential qualifications for diverse carrier opportunities. We are offering a holistic development model to students by covering a variety of areas including Arts, Commerce, Computer science, Biotechnology and business administration. So that after completion of degree students is placed at their desired positions.

File Description	Documents
Paste link for additional information	http://rjspmcollege.ac.in/about/
Upload any additional information	No File Uploaded

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

College promotes and practices decentralization in all academic and administrative planning, it has various academic and administrative committees to monitor, plan and execute smooth functioning of the institute. College Governance board comprises of Management Representatives, Industry Experts, Representatives of statutory bodies, Principal and other Faculty are responsible for planning and policy development, institutional budget, academic and research growth of institute and other extension activities. College Development Committee is formed to deal with development plan of the college regarding academic, administrative and infrastructural growth and to enable college for addition of Curricular, Co-curricular and Extra-curricular activities.

Case study

Academic Planning and Monitoring Committee

Academics is of supreme priority of any educational institute. So APMC is established. APMC is responsible for enrolling, regulating and implementing different academic policies for smooth & uniform conduction of academics throughout college to excel in university results and to develop the students with a specific focus on accomplishing them in this competitive world.The college Principal, Vice- Principal, IQAC committee, HOD's provided guidelines for preparing plan, which is executed by Academic planning and monitoring committee members. Committee observes

academic planning as well as overall development of college and reports to principal and IQAC for necessary action.

File Description	Documents
Paste link for additional information	Nothing to add
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

College has prepared strategic plan for year 2019 -2021 to augment students success incomprehensive contest .Strategic plan has been prepared by consideration of quality indicators of seven criterions determined by NAAC. IQAC, HOD's, Principal, provided the guidelines for preparing plan. Feedback and suggestions received from students, faculty, staff, alumni are also considered for preparing plan .It was discussed thoroughly in the IQAC meetings. Inputs from all stakeholders, their expectations, management policies and goals and objectives of the college have been used as base in formulating the plan.

Examination and Evaluation

Examination committee has been formed by college and "CEO" has been appointed as per the norms of SPPU. Committee resolves exam related grievances as per SPPU norms. As per University rules, examination to be conducted in a semester by the institution which is centralized process managed by University. Continuous evaluation is done through class tests, assignments; viva and presentations. Internal marks are allotted based on continuous evaluation through different methods like internal assessment test, assignments, presentations, projects etc. Theory and practical examination consists of two components Namely, External and internal evaluation. The internal and external examiner is appointed. ICT based exams and evaluation has been conducted by the concerned department.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://rjspmcollege.ac.in/wp-content/uploads/2022/01/Stratergic-plan.pdf
Upload any additional information	No File Uploaded

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

Organogram structure

College has governing council. Chairman Secretary Treasurer Members Tenure of governing council is 10 years . As per new university rule effective from March 2016 Local Management Committee (LMC) is reconstituted as College Development Committee (CDC) which additionally include Student Representative and Alumni Representative. College has Registrar as Chief Administrative Officer and is supported by finance and accounts officer and Office Superintendent to look after various administrative activities.Service Rules are framed by governing council. The activity and behavior of employees are governed by service rules. The college has established various systematic policies I) Increment to staff ii) Promotions iii) Punishment and Discipline iv) Registration Of grievance v) Recruitment .The College has also established Standard Grievance Redressal Mechanism as any person whether teaching or nonteaching employee who has grievance can submit the complain on plain paper to Principal. Principal acts as counseling officer Grievance of employee is placed before Grievance Redressal Committee. If Employee or argued person is not satisfied with award given then he can apply to governing council for settlement. The governing council may appoint council to enquire into the matter and offer settlement, on receipt of report of committee the decision is taken by management.

File Description	Documents
Paste link for additional information	Nothing to add
Link to Organogram of the institution webpage	http://rjspmcollege.ac.in/wp-content/uploads/2022/01/organogram.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Effective welfare measures for teaching staff is Accidental Insurance, Guarantor for Home Loan,Reimbursement for Conference, Workshops and Seminars ,Faculty Development Programs Participation by faculty in FDPs, Advance to staff,Provident Fund(PF),Canteen facility to staff in low rate, Concession in fees for children of staff members,Felicitation of Employee for best performance,Hosting lunch for the staff on Special Occasion,Providing Festival Advance for staff.

Effective welfare measures for teaching and non- teaching staff is Accidental Insurance,Guarantor for Home Loan,Advance to staff,Provident Fund(PF),Canteen facility to staff in low rate,Concession in fees for children of staff members,Hosting lunch for the staff on Special Occasion,Providing Festival Advance for staff,Uniform allowance for non-teaching employees.

File Description	Documents
Paste link for additional information	Nothing to add
Upload any additional information	No File Uploaded

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

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

1

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

1

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

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

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

2

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

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

Institution has Performance Appraisal System for teaching and non-teaching staff.

1. Performance is assessed and monitored by institute. It is

compulsory for the faculty members to fill and submit performance appraisal report according to standards of University Grants Commission and in accordance with plan given by SPPU.

It is a three-part report whereby the teacher has to fill up the form containing the information of (1) Teaching-Learning and evaluation (2) Curricular and extra-curricular activities, and (3) Research.This form has to be filled at end of each academic year which is then submitted to HOD's with essential documents. After evaluating the form, HOD forwards it to Principal . Principal of the college assesses and validates the report submitted by the faculty and validates the scores.

2.Confidential Report: The management collects confidential report with comments from HOD's and Principal at end of every academic year. This report is evaluated at management level.

3.Confidential Report for Administrative Staff: Every member of Administrative staff has to fill this form and hand it over to Registrar of the college. Registrar adds his own observations and comments and forwards it to the Principal for final remark. After Principal's remark .Action is taken accordingly.

File Description	Documents
Paste link for additional information	Nothing to add
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly .The Institution has adopted a practice of doing Internal Audit from F.Y. 2016-17. The internal auditor appointed for that purpose. The internal audit is done by auditor and the name of auditor is Pratiksingh Pawar Co.(FRN No.-149235W, M.NO.156216), whereas External Audit has been adopted from F.Y. 2008-09 and done every year. For F.Y. 2008-09 to F.Y. 2016-17, the external auditor name is Mr.Vijay Sheth, KVMD Associates F.C.A. (Reg. No. FRN No.121347WPUNE, M.No.037634). From F.Y.2017-18,the external audit is done by Shah Associates and the name of external auditor is Mr.Ketan H.Shah Associates F.C.A.(Reg. No.FRN

No.-137854W, M.NO.139148)

File Description	Documents
Paste link for additional information	Nothing to add
Upload any additional information	View File

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

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

1700000

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

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

The College does its Accounts Audit from professional Chartered Accountants who are appointed as statutory auditors by the governing council. The balance sheets are analyzed and position of surplus and funds availability is examined. At present the college doesn't have formal and defined strategy for mobilization of funds. However, it has laid down following criteria for optimal utilization of funds: 1. Maximum attention to be given to utilize available assets and equipment's effectively. 2. No assets should remain under utilize 3.Appropriates the balance to be maintained between the no of facility/assets users and no of assets / facilities available 4. Review is taken before considering any capital expenditure 5. Proposal of capital expenditure or asset to be procured is prepared by the principal along with justification 6. It is placed before CDC and finally CDC considering the availability of funds accords approval. 7. Finally the proposal duly approved by the CDC is placed before governing council for

sanction.

File Description	Documents
Paste link for additional information	Nothing to add
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

College has constituted IQAC in year 2015-16 the IQAC has identified certain areas for enhancement of academic standards and improving the academic culture of the institution. The IQAC made following significant contribution in last 2 years. 1. Establishment of academic planning and monitoring committee 2. Organization of various workshops 3. Periodical Review of Academic Performance 4. Organization of Training Program 5. Developing Feedback Forms

1st Practice: Paperless documentation by IQAC

IQAC developed a paperless system using Google drive .Google forms are used to collect feedback on the subject wise curriculum from students, teachers and alumni. Annual reports of all departments, committee reports, Individual achievements, Reports of all Activities, Result Analysis are all saved on Google drive. Individual College webmail accounts are created for each teacher to felicitate the authentic and paperless communication.

2ndPractice: Focusing on skill based interdisciplinary courses

The IQAC focused on need to initiate short term/ add-on, and vocational courses which will be helpful to boost skills of the students, thus empowering them for better employment opportunities. Soft skills programs as well as Career guidance seminar were also organized. Pre-placement guidance was also provided to students through the counseling.

File Description	Documents
Paste link for additional information	http://rjspmcollege.ac.in/iqac/
Upload any additional information	No File Uploaded

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

The mechanisms that review the teaching-learning process include:

1.Departmental meetings convened by the Head of Department to review teaching portions completed / to be completed.

Description: Departmental meetings to review teaching portions: All Heads of Departments convey at least two meetings during the semester to review the quantum of teaching. Portions are discussed, and if found necessary, other teachers of the department lend their assistance in completion of courses. Annual reviews are also taken, especially where new teachers are involved, to help them handle the topics better in the coming academic year and classroom management.

2.Changes in syllabus or curriculum systems (Credit and Semester System for PG students)are discussed at length with teachers before implementation.

Description: Changes in syllabus or curriculum systems (Credit and Semester System for PG students) are discussed at length with teachers before implementation: Periodical changes in teaching syllabus by the University necessitate discussions regarding implementation at the college level. A radical change in curriculum was made by the University in 2013. The Credit System for all PG courses was initiated in 2013. Implementation of the system in affiliated colleges required a lot discussion and planning.

File Description	Documents
Paste link for additional information	Nothing to add
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://rjspmcollege.ac.in/wp-content/uploads/2022/02/Final-annual-report-2020-21-.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equality is one of the key challenges facing society today. RJSPM has a strong ethical work culture that is based on inclusivity. It observes highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, colour, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. Safety, security and well-being, along with gender equity and friendly working atmosphere are the issues of prime concern to RJSPM. For the Safety and Security the college has appointed well-trained and vigilant male security guards stationed across the campus and Security checkpoints at all campus entries and exits. There is an Extensive surveillance network with 24x7 monitored control room. The Proctorial Committee includes male and female proctors at institute as well as faculty level. The institute emphasizes strict implementation of Anti-Ragging, Anti-Smoking Campus. Formal and informal avenues for

counseling male and female students for academic and other issues/problems are implemented on the college premises. The Proctorial Committees are available for counseling of both male and female students. There is a Grievance Redressal Committee for the students. The Common rooms have been allocated for women, which also facilitate meetings and discussions. Other Measures are appointment of 65% women staff. The college has been successful in caring for its diverse students and staff population harmoniously in its efforts to steadily achieve its vision and mission. Additional initiatives ensure active participation of students in Extra-curricular activities.

File Description	Documents
Annual gender sensitization action plan	http://rjspmcollege.ac.in/wp-content/uploads/2022/02/7.1.1-A.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://rjspmcollege.ac.in/wp-content/uploads/2022/02/7.1.1-B.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

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

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

Each and every department of college as well as administrative offices create some waste and that is dumped in small waste bin located in the departments. In each building several dust bins are placed from where housekeeping staffs take the wastes. From the small bin wastes are dumped in big bin by the housekeeping staffs

regularly. From the big waste bins Municipal Corporation took the solid wastes. College discourages uses of plastic; particularly single use plastics in campus. Liquid wastes generated by the college are : Sewage waste, Laboratory, residential washing and canteen waste. The liquid wastes are mainly drained to improve the ground level of water. E-wastes are generated from computer laboratories, electronic labs, Biotech Labs, Academic and Administrative Offices. The E-waste includes not repairable equipment or items like lab instruments, circuits, desktops, laptops and accessories, printer, charging and network cables, Wi-Fi devices, cartridges, sound systems, display units, UPS, Biometric Machine, scientific instruments etc. All such equipment's which cannot be reused or recycled is being disposed off through vendors. Most of the departments do not generate hazardous waste. Biotech dept. uses some chemicals and following proper SOP to discard hazardous chemicals. The contagious disease pathogen, patient blood, and radioactive substances are not used in college.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles	B. Any 3 of the above

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

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information :	**D. Any 1 of the above**

Human assistance, reader, scribe, soft copies of reading material, screen reading	

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

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

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal, Socio- economic and other diversities. Different sports and cultural activities organized inside the college to promote harmony towards each other. Commemorative days like birth anniversaries and death anniversaries of great personalities, Women's Day, AIDS Day, establishes positive interaction among the people of different racial and cultural backgrounds. To create interest among the students towards national language, an International Webinar was organized by Department of Arts on 'Translation in Indian and Foreign Languages 'on the occasion of 'Hindi Divas'. There are different grievance redressal cells in the institute like Students Grievance Redressal Cell, Women Grievance Redressal Cell which deals with grievances without considering social or cultural background. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which have to be followed by each one of them irrespective of their cultural, regional, linguistic, communal, socioeconomic and other diversities.

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

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

Online education system has been started in the college due to Corona-19 outbreak in 2020-21. The College has celebrated Constitution Day of India in college by online mode in the happy atmosphere. The Purpose of the celebration of the constitution day in the college is to know about the Indian Constitution and to aware the students the importance of the Indian Constitution.

Prof. Sudhakar Baisane from Pritam Prakash College of ACS, Pune was the resource person for online program. He explained to the students that many people do not know their fundamental duties and rights. He guided about their duties and rights. The Indian constitution has 395 articles and divided into 22 parts. The current constitution of India has 448 articles in 25 parts.

There are special preventions in constitution, if injustice happened with any of us we do not have to tolerate it instead of that we should take the help of law and seek for justice.

The above program was hosted and introduced by Prof. Sudam Godge. The vote of thanks was given by Prof. Savita Veer. The Principal Dr. Gautam Bhong, Vice- Principal, Prof. Kiran Chaudhary and all the teaching staff of various departments and students from all streams were attended the program.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://rjspmcollege.ac.in/wp-content/uploads/2022/02/7.1.9.pdf
Any other relevant information	Nothing to add

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for	C. Any 2 of the above

students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

RJSPM's ACS College has conducted and celebrated 'various National commemorative Days every year. The following programs were conducted in the college for the academic year 2020-21. The Republic Day: The College has organized a program on the occasion of The Republic Day. On 26th January 1950 the Constitution of India came into force and our country, India became a rep ublic. During the Covid-19 pandemic only staff and few student representatives were presented. International Women's Day: It was celebrated on 8th March 2021 in the seminar hall of the college following with all the rules of social distances. The College has encouraged everyone to take care to avoid corona by distributing masks.

Lal Bahadur Shastri and Mahatma Gandhi Jayanti: The College has organized a program to celebrate the birth anniversary of Prime Minister LalBahadur Shastri and Mahatma Gandhi on 2nd October 2021 to give them tribute respectively. Sardar Vallabhbhai Patel Jayanti: The College has organized a program to celebrate the birth anniversary of Sardar Vallabhai Patel on 31st October 2020. He wasthe firstDeputy Prime Minister of India from 1947 to 1950.

Savitribai Phule Jayanti: It was celebrated on 3rd January 2021.

Hindi Divas: Celebrated on 14th September 2020.

Marathi RajbhashaDivas: Celebrated on 27th February 2021.

National Voter's Day: On 25th January 2021 National voters day was celebrated by online mode.

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

7.2 - Best Practices

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

Best Practice 1:

1. Title of the practice: Guidance on Women Health

2. Objectives :

Currently women are facing numerous health issues, which ultimately affect their daily routine, their performance and many more things. Generally women ignore their health issues. The objectives of this guidance lecture are to empower women to take responsibility for their health, to understand their health problems and to identify the health services, resources and products that best help them prevent and reduce poor health.

3. The Context:

Women's health is increasingly recognized as a global health priority. The leading causes of death in women aged between 15 to 44 years include infections diseases such as HIV/AIDS, tuberculosis, maternal health conditions and injuries. Guidance on Women Health is very important for all the women, working as well as house makers. Such lectures can aware the girls as well as women staff regarding their health issues. During the pandemic situation of COVID -19 it was difficult to organize such lecture on women's health. There were some issues in organizing the

lecture such as, availability of guest to deliver the lecture, technical, network and login issue.

4. The Practice:

To aware the women staff and girl students, the problems regarding their health the guest lecture on " Guidance on Women Health" was organized on online mode on 2nd February 2021 under the Jijau Women Empowerment Committee (Best Practice). It was delivered by Dr. Sunita Pote, MBBS (Gynec), Shirur, Pune. Dr. Pote explained by presenting PPT to the students in detail about how to care about their health, how to maintain proper diet, proper exercises, eating proper and nutritious food and maintaining hygiene during menstrual cycle. Though there was a pandemic situation of COVID-19, the lecture was highly attended and appreciated by women staff and girl students.The girl students also discussed many problems about their health with the speaker and also received satisfactory response of all their problems with solutions. The lecture contributed towards a great awareness in girls about maintaining proper health and hygiene which is very necessary in day to day life.

5. Evidence of success:

We got overwhelming response for this program. 153 number of girl students attended the program. The girl students discussed many problems about their health with the speaker and also received satisfactory response of all their problems with solutions. The program was carried out successfully and got a positive feedback through the Google form.

6. Problems Encountered and Resources Required:

The girls and women were hesitating to tell their problems. It was difficult to convince them to tell their problems. Also, the lecture was arranged on online mode, there were some technical issues, network problem and login issue.Due to login issue, some students join the lecture late. So it was difficult to explain again and again. Also it is little bit difficult to engage students during the session. But the problems were solved accordingly. More expertise will required to solve the various health related problems of women. So more sessions will be required to aware about women's health. Also health checkup of girl students and women staff should be done every year.

Best Practice 2:

1. Title of the practice:

Face Mask Making Activity in Covid -19 pandemic

2. Objectives:

Wearing a face mask is recommended as a part of personal protective equipment and as a public health measure to prevent the spread of corona virus disease 2019 pandemic. The objective of this face mask making activity for students is, to make a mask by themselves and prevent them and the society from spreading of corona virus disease, to aware the society about the importance of using a mask, to inculcate the features of entrepreneurship among the students.

3. The Context:

For covering limit the volume and travel distance of expiratory droplets dispersed when talking, breathing and coughing, A face mask covering without vents and holes will also filter out particles containing the virus from inhaled and exhaled air, reducing the chances of infection. The World Health Organization (WHO) advises the use of masks as part of a comprehensive package of prevention and control measures to limit the spread of COVID-19. Wearing face masks is recommended as part of personal protective equipment and as a public health measure to prevent the spread of corona virus disease 2019 (COVID-19).To aware the students about the importance of using mask and to inculcate the creativity and the features of entrepreneurship among the students, the college decided to conduct the activity, "How to make a mask in an easy way".

4. The Practice:

This activity was undertaken by the "Jijau Women Empowerment" committee because we all are facing difficult times in this Covid-19 situation. Wearing a mask is now compulsory for each and every person to keep us safe and protected from spreading Corona disease. To aware students from this situation, a practical demonstration lecture on "How to make a mask in an easy way in covid-19 pandemic" was arranged on online mode on17th March 2021. The speaker demonstrated different types of making the masks.

5. Evidence of success:

The mask making activity was carried out successfully with the

enthusiastic participation of students. We got overwhelming response for this program. 67 girl students attended the program. They curiously asked many questions during the demonstration and discussion. The program was carried out successfully and got a positive feedback through the Google form.

6. Problems Encountered and Resources Required:

As the lecture was arranged in online mode, there were some technical issues, network problem and login issue. Due to login issue, some students join the lecture late. So it was difficult to explain again and again. Also it is little bit difficult to engage students during the session. But the problems were solved accordingly.

File Description	Documents
Best practices in the Institutional website	http://rjspmcollege.ac.in/wp-content/uploads/2022/02/Best-practice.pdf
Any other relevant information	Nothing to add

7.3 - Institutional Distinctiveness

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

In this pandemic of COVID-19, RJSPM college has organised online guest lecture for students and their parents to assess awareness and preparedness to fight against COVID-19. This lecture was on Topic "Awareness of Citizens: Need of the Hour in Covid-19 pandemic". The resource person was Mr. Mauli Darwatkar. Also Quiz was organised on COVID-19 awareness and prevention. COVID-19 has become a global pandemic by infecting people of almost all world. It is important to create awareness among the public to be able to take timely preventive measures, also to be away from misinformation and myths which results in severe damages. Lack of awareness can result in serious problems in relation to COVID-19. Effective awareness campaigns including relevant information from reliable source can improve the knowledge of people. It may be effective in developing positive attitudes among the public towards adapting preventive measures. Also creating public awareness about infectious disease is one of the effective approaches for controlling spread of disease.Outbreak of COVID-19 imposed lockdown in the country. Therefore an online Guest Lecture

and a quiz were arranged by the institute. The guest gave information about COVID-19, its preventive measures, symptoms and treatment etc. He also emphasized on the importance of precautionary method such as social distancing and wearing mask. This was the crucial platform for health information. Both these activities brought public awareness about COVID-19, myths surrounding it, its symptoms, treatment, transmission etc. In online "Covid-19 quiz awareness" we got overwhelming responses from participants. Total 1090 responses were recorded in quiz. The 800 the passing candidates were awarded with e-certificates.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- To arrange more healthy practices for holistic development of students.
- Planning to conduct more social activities and best practice activities.
- Planning to arrange more sessions on gender sensitization and human values and ethics.
- Planning to start students club to inculcate more soft skilled based activities.
- Planning to conduct more environmental awareness program.
- More initiatives of green campus development.
- To make college more eco friendly by conducting several environment based program.