YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution ANJUMAN KHAIRUL ISLAM'S POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

- Name of the Head of the institution Prof.(Dr.) Aftab Anwar Shaikh

- Designation Principal

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 02026454240/02026453707

- Mobile no 9822621579

- Registered e-mail dranwarshaikh@gmail.com

- Alternate e-mail principal@poonacollege.edu.in

- Address Poona College of Arts, Science and Commerce,1647, New Modikhana, Camp

- City/Town Pune

- State/UT Maharashtra

- Pin Code 411048

2.Institutional status

- Affiliated /Constituent Affiliated

- Type of Institution Co-education

- Location Urban

- Financial Status   **Grants-in aid**

- Name of the Affiliating University   **Savitribai Phule Pune University**

- Name of the IQAC Coordinator   **Dr. Iqbal N. Shaikh**

- Phone No.   **02026454240**

- Alternate phone No.   **02026453707**

- Mobile   **9850602350**

- IQAC e-mail address   **iqac@poonacollege.edu.in**

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

3.Website address (Web link of the AQAR (Previous Academic Year)   https://poonacollege.edu.in/iqac-annual-reports/

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

- if yes, whether it is uploaded in the Institutional website Web link: https://poonacollege.edu.in/wp-content/uploads/2023/07/ACADEMIC-CALENDAR_2021_2122.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	86.25	2004	03/05/2004	02/05/2009
Cycle 2	B+	2.79	2015	14/09/2015	13/09/2020
Cycle 3	A+	3.27	2022	15/11/2022	14/11/2027

6.Date of Establishment of IQAC   **11/07/2003**

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

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

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

NAAC guidelines

- Upload latest notification of formation of IQAC

  <u>View File</u>

9.No. of IQAC meetings held during the year   **4**

- 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. Facilitating the accreditation process and ensuring compliance with quality standards set by accrediting bodies. 2. Focused efforts for improving association with industry for internships, training and placements. 3. Maintaining comprehensive documentation of all quality assurance activities and achievements. 4. Overseeing the integration of technology into teaching methods and administrative processes. 5. Conducted Seminars, Expert Talks, Industry Academic Interface Programmes, FDP and Workshops.

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

Plan of Action	Achievements/Outcomes
To obtain autonomous Status from UGC	Proposal submitted successfully to UGC
Feedback from all stakeholders	IQAC collects feedback from stakeholders and submits an analysis to the Heads and Principal to act on.
To support various Staff Benefit and Welfare measures.	Higher participation rates in training and development programs were observed.
To refine Outcome Based Education dynamics in the college	overall quality enhancement of education at the college.
College website updated	Stakeholders are made aware of all information about all academic activities
Maintenance of quality as per NAAC Parameters	All the related activities done in context to AQAR submission

13.Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee(CDC)	10/10/2022

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	ANJUMAN KHAIRUL ISLAM'S POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE
• Name of the Head of the institution	Prof.(Dr.) Aftab Anwar Shaikh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02026454240/02026453707
• Mobile no	9822621579
• Registered e-mail	dranwarshaikh@gmail.com
• Alternate e-mail	principal@poonacollege.edu.in
• Address	Poona College of Arts, Science and Commerce,1647, New Modikhana, Camp
• City/Town	Pune
• State/UT	Maharashtra
• Pin Code	411048
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• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid
• Name of the Affiliating University	Savitribai Phule Pune University

• Name of the IQAC Coordinator	**Dr. Iqbal N. Shaikh**
• Phone No.	**02026454240**
• Alternate phone No.	**02026453707**
• Mobile	**9850602350**
• IQAC e-mail address	**iqac@poonacollege.edu.in**
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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• Upload latest notification of formation of IQAC	View File

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

- Name of the statutory body

Name	Date of meeting(s)
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14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	18/01/2024

15.Multidisciplinary / interdisciplinary

The college is well-equipped to incorporate the guidelines outlined in the National Education Policy (NEP) into its educational framework. Its pedagogical approach ensures a comprehensive development of students, encompassing intellectual,

scientific, emotional, social, and cultural dimensions. In the pursuit of a multidisciplinary approach, the college provides students with the opportunity to engage in courses and projects that draw on knowledge from multiple fields. This approach emphasizes the interconnectedness of different academic disciplines, allowing students to explore the intersections and relationships between various areas of study.

In addition to the regular credit-based courses, all graduating students must complete a 4-credit course on cyber security/information security, along with 2-credit courses in environmental studies, democracy, election, governance, human rights, and duties. To further broaden their knowledge, students have the flexibility to choose elective courses from any discipline during their final year. Additionally, the college provides a variety of value-added courses to enhance students' learning experiences. The institution aims to deliver a flexible and interdisciplinary curriculum, allowing students to enter and exit the program at different stages based on their preferences. Active pursuit of collaborative research projects, involving students, staff, government agencies, NGOs, and different departments, addresses real-world challenges faced by society.

16.Academic bank of credits (ABC):

Poona College embraces the potential of the Academic Bank of Credits, a key initiative of the National Education Policy 2020. Students can activate their accounts and experience the freedom of flexible learning pathways. This innovative system promotes accessibility by allowing students to enter or leave their studies as needed, significantly reducing dropout rates and paving the way for personalized academic journeys.

The Academic Bank of Credits at Poona College serves as a repository for students' earned credits, allowing for a more personalized and adaptable academic journey. The college has established a robust infrastructure to efficiently manage and track these credits, ensuring transparency and accuracy in the credit accumulation process. ABC resonates deeply with our core values providing flexible learning pathways and fostering diverse talents. By embracing personal growth and nurturing well-rounded individuals, we strive to graduate not just professionals, but well-equipped citizens poised to shape the future.

Furthermore, the college has implemented clear guidelines and support systems to facilitate the smooth functioning of the ABC

system. Academic advisors are available to guide students in making informed decisions about their credit choices, ensuring that their academic pursuits align with their goals and the broader objectives of the institution.

17. Skill development:

Poona College, nestled in the heart of Pune, India, recognizes the crucial role of skill development in shaping students' future careers. The college takes a proactive approach, ensuring its curriculum and syllabus are meticulously crafted based on Outcome-Based Education (OBE) principles. This means a laser focus on equipping students with practical skills and measurable learning outcomes, preparing them to hit the ground running after graduation.

The college prioritizes soft skills development through workshops and seminars on communication, teamwork, problem-solving, and personality development. College regularly invites industry professionals and renowned academics to deliver talks and share their expertise with students. College's Innovation and Entrepreneurship Development Cell (IEDC) supports student entrepreneurship endeavors by providing incubation facilities and mentorship.

College empowers its undergraduate students not just with academic knowledge, but also with a diverse spectrum of valuable skills through its rich offerings of value-added courses and specialized vocational programs. Recognizing that academic knowledge alone isn't enough, the institution goes the extra mile with its robust capacity building programs and skill inculcation training, specifically designed for final year undergraduate and postgraduate students. For those seeking focused expertise, Poona College offers four comprehensive vocational programs.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Poona College is not just an institution of academic excellence; it's a pioneer in integrating the wisdom of Indian Knowledge Systems (IKS) into its curriculum, language, and culture. Poona College attracts students from diverse backgrounds. Integrating IKS creates a platform for cultural exchange, encouraging students to appreciate and learn from each other's traditions, fostering global understanding and respect.

To promote successful learning, we encourage our faculty members to conduct classroom sessions in a bilingual format, incorporating both English and regional languages like Urdu and Marathi. This strategy has demonstrated advantages, as students tend to comprehend concepts more effectively when instructed in their native languages. The bilingual approach at College isn't just pragmatic, it's also a celebration of cultural diversity. Additionally, during their undergraduate programs, our students have the option to select from languages such as Hindi, Urdu, Arabic, or Persian for advanced study. College organizes workshops, festivals, and guest lectures led by IKS experts and practitioners.

Poona College's preparedness in IKS integration goes beyond academics. It's a conscious effort to equip students with the tools and knowledge to be responsible citizens, innovators, and custodians of India's invaluable heritage.

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

Poona College isn't just focused on imparting knowledge; it's passionate about empowering its students to achieve tangible outcomes after graduation. This unwavering commitment is reflected in its dedication to Outcome-Based Education (OBE), a dynamic approach that ensures students develop the skills and competencies needed to thrive in their chosen fields.

Poona College's journey towards empowering graduates begins right at the start. During the student induction program, a dedicated session unfolds: an orientation to the transformative world of Outcome-Based Education (OBE). Here, students are introduced to the significance of Program Outcomes (POs), which define the skills and knowledge they will attain by graduation.

Poona College's commitment to OBE positions it as a leader in preparing students for success in the 21st century. By focusing on measurable outcomes and equipping its graduates with the skills and knowledge they need to excel, Poona College empowers its students to not just earn a degree, but build fulfilling careers and make a positive impact on the world.

20.Distance education/online education:

At Poona College, we recognize the limitations of traditional learning schedules and the diverse needs of our students. That's why online education has become an integral part of our approach. Leveraging powerful Information and Communication

Technology (ICT), we empower students to learn anytime, anywhere, at their own pace. We understand that today's learners are digital natives, comfortable navigating the online world. By seamlessly integrating ICT into our curriculum, we bridge the gap between traditional education and the way modern students learn best.

Our faculty and students are digital pioneers, adept at utilizing diverse tools like OBS, G-suite, Online Whiteboards, and YouTube. This skillset fuels the creation of dynamic e-content, captivating short videos, interactive presentations, and online experiences that bring learning to life. We are an active NPTEL Local Chapter, fostering a vibrant community of learners. Students and faculty alike engage in NPTEL courses, immersing themselves in a culture of continuous learning and academic growth.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**1026**

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

2.Student

2.1 Number of students during the year	**4636**

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	**1515**

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

2.3	**1267**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<u>View File</u>

3.Academic

3.1	**109**
Number of full time teachers during the year	

File Description	Documents
Data Template	<u>View File</u>

3.2	**109**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1	**36**
Total number of Classrooms and Seminar halls	
4.2	**643.89**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**288**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution maintains an efficient curriculum delivery process

that is carefully planned and well-documented. Poona College of Arts, Science & Commerce, an institution with a minority status and affiliation to Savitribai Phule Pune University, adheres to the curriculum prescribed by the University. The annual academic calendar is prepared by the Institutional Quality Assurance Cell (IQAC) and made available to both teachers and students on the college's website and notice boards.

At the onset of each academic year, departmental meetings are convened to discuss the distribution of courses. These discussions lead to the allocation of courses based on the teachers' expertise and experience. Prior to commencing classes, teachers submit their teaching plans. The timetable committee is responsible for creating a faculty-wise timetable as well as department-specific practical and theory schedules to ensure smooth lecture and practical session management.

Several senior faculty members actively participate in shaping the curriculum, serving as members of academic councils, chairpersons, and members of the Board of Studies. Our educators embrace modern teaching methods and utilize a variety of ICT tools. In addition to classroom teaching, we enhance the learning experience through seminars, workshops, guest lectures, group discussions, group assignments, educational tours, industrial visits, and project work.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	[Nil](#)

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

The college follows the annual academic calendar set by Savitribai Phule Pune University for scheduling both annual and semester examinations, taking into account specified holidays and vacations. This calendar outlines the start and end dates of each semester, including various activities, internal evaluation schedules, and tentative external evaluation dates. It serves as an essential source of information and planning for students, faculty, staff, and other stakeholders within the institution. It encompasses all aspects of the institute, including administrative, academic, co-curricular, and extracurricular

activities. The academic calendar is designed with a clear understanding of the Program Outcomes (POs) and Course Outcomes (COs) to ensure that activities are aligned accordingly, forming a solid foundation for academic delivery.

The process of creating the academic calendar begins well in advance of the academic year. It is made accessible to all stakeholders through the college website and notice boards, ensuring transparency in its functioning. As part of the educational strategy, the institution employs a Continuous Internal Evaluation (CIE) system to assess various aspects of a student's development throughout the year. The examination department takes the lead in conducting ongoing internal evaluations, allowing individual subject teachers to schedule their internal assessments.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

A. All 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

28

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

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

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

8

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

1679

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

1.3 - Curriculum Enrichment

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

Each teacher thoroughly examines their respective curricula to

interconnect themes encompassing gender, the environment, sustainability, human values, and professional ethics with the syllabus. They dedicate time to raise awareness about these cross-cutting issues. Furthermore, a range of co-curricular and extracurricular activities is arranged to reinforce these themes. The integration of these topics into the curriculum fosters students' awareness of critical matters such as gender equality, social justice, human rights, environmental consciousness, and professional ethics.

Gender Issues: The college hosts multiple activities and programs as supplements to the university curriculum, all aimed at enriching students' understanding of gender-related topics. These activities include group discussions, debate competitions, paper presentations on gender roles and feminism, discussions on sexual harassment, street performances addressing domestic violence and violence against women, poster competitions focusing on saving the girl child and combating female foeticide, and discussions on cybercrime against women and safety measures. Additionally, events like Women's Health and Hygiene, the Nirbhaya Kanya Abhiyan, and Personality Development and self-protection programs are organized to empower women.Human Values and Professional Ethics: As part of its social initiatives, the college regularly arranges visits to orphanages, old-age homes andhospitals to sensitize students about human values and their responsibilities.

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

100

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
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	<u>View File</u>

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

2109

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<u>https://poonacollege.edu.in/feedbacks/</u>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<u>View File</u>
Any additional information	**No File Uploaded**

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

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

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://poonacollege.edu.in/feedbacks/

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

1800

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

1302

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

First-year students at [college name] embark on a smooth transition with a comprehensive orientation program.This program unveils the exciting world of academic opportunities,engaging co-

curricular activities,and modern facilities. We prioritize individual needs right from the start.Before classes even begin,a structured system identifies and addresses each student's unique requirements,ensuring everyone feels prepared and supported.To bridge the gap between high school and college,[college name] offers a dedicated first-year bridge course,giving students a solid foundation for further academic success.

We believe in nurturing every mind,from advanced learners to those needing extra support.Our personalized approach includes targeted programs,additional practical sessions,revision classes,and subject-specific tutorials.Problem-solving sessions and engaging tutorials in various subjects equip students with essential skills and deepen their understanding of key concepts.To spark intellectual curiosity and broaden knowledge, Poona college regularly organizes Academic Guidance Talks and Guest Lectures delivered by renowned experts. We encourage active participation in Quiz Competitions,Debate Competitions,and other thought-provoking exercises,honing decision-making skills and fostering a spirit of healthy competition.

We prioritize student success.Our comprehensive program for first-year students ensures a smooth transition,academic support,and opportunities for intellectual growth and engagement.

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

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

Number of Students	Number of Teachers
4636	109

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

The college prioritizes a student-centric approach to teaching and learning, aiming to foster well-rounded individuals with the skills and knowledge needed to thrive in the global workforce. This approach emphasizes:

- Industrial visits: Immerse students in real-world work environments through visits to diverse industries.

- Guest lectures: Inspire and expose students to new perspectives from industry experts and renowned academics.
- Interdepartmental and intercollegiate competitions: Provide platforms for students to showcase their talents, build confidence, and learn from healthy competition.

- Discussion methods: Encourage critical thinking and active participation by facilitating student-led discussions and debates.

- Participative methodologies: Hands-on workshops, laboratory experiments, group projects, flipped classrooms, MOOCs, and webinars create engaging learning experiences that go beyond traditional lectures.

- High-order thinking questions, case studies, and problem-solving sessions: Challenge students to think critically, analyze information, and develop creative solutions.

- Certificate and add-on courses:Offer opportunities to gain additional knowledge,skills,and experiences that enhance employability and cater to diverse interests.
- Hands-on workshops and laboratory experiments:Plunge into practical application,solidifying theoretical knowledge in real-world scenarios.

By providing diverse learning opportunities, we not only impart knowledge but also empower students to become confident, collaborative, and critical thinkers, ready to make a difference in the world.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

At Poona college, Information and Communication Technology (ICT) is woven into the very fabric of the educational experience, enriching learning and opening doors to endless possibilities.Our dedicated faculty members go beyond textbooks and lectures. They leverage the power of ICT-enabled materials like:

- Engaging Presentations:Captivating presentations with dynamic PPTs,animations,and videos bring concepts to life,enhancing understanding and sparking interest.
    - Interactive Sessions:Google Classroom,Google Sites,and other tools foster interaction during video lectures and online webinars,promoting collaboration and real-time engagement.
- E-Content Hub:The Knowledge Resource Centre provides students with easy access to valuable e-content,including faculty-made PPTs,video lectures,and e-books.

We boast a robust ICT infrastructure that empowers our faculty to seamlessly integrate the latest technology into their teaching.A blazing-fast 100 Mbps leased line ensures smooth internet access for all computers,laptops,and tablets connected through LAN and Wi-Fi.Every classroom and laboratory is equipped with LCD projectors,audio systems,computer facilities,laptop connectivity options,and uninterrupted power supply (UPS),creating a conducive environment for tech-driven learning.Teachers are empowered to develop e-notes,e-books,PPTs,and videos,enriching the learning resources available to students.

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

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

2.3.3.1 - Number of mentors

109

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	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

109

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

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

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

46

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

1188

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 implements a continuous internal assessment system to enhance student engagement and learning throughout the semester.This system promotes understanding and reduces pressure compared to traditional final exams.Through regular class tests,assignments,presentations,and projects,Teachers gain valuable insights into students' strengths and weaknesses,allowing them to provide personalized support and tailor their teaching methods.This guidance helps students improve their performance and build confidence.

An examination committee ensures smooth coordination of internal and external assessments,keeping students,teachers,and staff informed.Exams are conducted on a predefined schedule under the supervision of experienced faculty.This collaborative approach fosters transparency and communication.The system combines formativeand summative assessments.Formative assessments like quizzes and projects provide continuous feedback,while summative exams like term-end and university exams measure overall learning.Periodic term-end exams and university examinations serve as checkpoints to gauge overall comprehension and mastery of the subject matter.

This continuous evaluation system enhances student interest in their studies by making learning a dynamic process.Regular feedback empowers them to take ownership of their learning and improve their performance.

24-02-2024 10:43:35

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Our commitment to fair and transparent educational practices extends to the university examination process, governed by affiliating University Ordinances and Statutes. Led by the Principal, the College Examination Committee (CEC) and Officer In-charge of the Examination collaborate to:

- **Implement evaluation reforms efficiently:The CEC actively monitors and implements updates in university examination regulations,ensuring their timely and effective execution.**
- **Conduct examinations with integrity:Rigorous procedures are in place to guarantee the transparency and fairness of both university examinations and internal assessments.**
- **Address student concerns promptly:The CEC meets regularly to resolve student grievances related to evaluation within a set timeframe.**

Students are informed well in advance about the format and structure of university examinations,fostering confidence and preparedness.Maintaining uniformity in question patterns and exam schedules ensures fairness and eliminates any potential for bias.To ensure transparency,students have the right to request and review photocopies of their answer sheets within a specified timeframe following result declaration.This allows them to independently assess their performance and understand their marks.A dedicated system addresses student concerns promptly,covering issues such as online exam forms,incorrect mark entries,subject code/program errors,name or hall ticket mistakes,and absenteeism.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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.

At our college, program outcomes, program-specific outcomes, and course outcomes for all undergraduate and postgraduate courses are readily accessible for both teachers and students. We leverage multiple channels to achieve this:

- **Prominent web presence:All outcome details are clearly displayed on the college website,serving as a readily accessible reference point.**
- **Hard copies at hand:Syllabi containing these outcomes are available in every department for quick and easy reference.**
- **Teacher commitment:College committee meetings regularly highlight the importance of program and course outcomes for faculty members.**
- **Student engagement:Right from the start of each teaching session,teachers emphasize the significance of learning outcomes and encourage students to strive for them.**
- **Faculty development:The Internal Quality Assurance Cell (IQAC) organizes training and orientation programs to strengthen faculty understanding of outcomes-based education (OBE) and align their expectations with institutional goals.**
- **Centralized curriculum:For each course,the University provides a detailed syllabus outlining course objectives and outcomes,which the college faithfully adheres to.**
- **Student clarity:During college-level orientation programs,students are introduced to the OBE process,with clear explanations of program outcomes (POs),program-specific outcomes (PSOs),and course outcomes (COs) also readily available on the website.**
  -

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	[Nil](#)
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 institution employs a robust and comprehensive system to assess the effectiveness of our outcomes-based education (OBE)

approach. This system utilizes both direct and indirect methods to evaluate the attainment of program and course outcomes.

Direct Assessment (50% Weightage):

- **Continuous Internal Tests:**Regular quizzes and assignments throughout the semester provide ongoing feedback and gauge student understanding.
- **End Semester Examinations:**University-conducted exams act as a summative assessment of student learning across the entire program.
- **Other Methods:**Project work,presentations,and practical labs add further dimensions to the evaluation,capturing diverse skills and knowledge acquisition.

Indirect Assessment (50% Weightage):

- **Exit Survey:**Final year students participate in a carefully designed questionnaire that delves into various aspects of the curriculum,including the effectiveness of courses,teaching methods,and overall satisfaction.

Calculating Attainment:

- Program outcomes are evaluated for a randomly selected 20% of final year students from each program.
- University exam marks for these students are analyzed in a specific format to assess program outcome attainment.
- Exit survey responses on knowledge,skills,and aptitude acquisition contribute the remaining 50% of the program outcome evaluation.

By combining direct and indirect assessments, we gain a holistic understanding of how well our programs are equipping students with the desired skills and knowledge.

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

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

1017

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	Nil

2.7 - Student Satisfaction Survey

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

https://poonacollege.edu.in/wp-content/uploads/2024/01/SSS_AQAR_2022-23_C.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

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

30

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	[Nil](#)

3.2 - Innovation Ecosystem

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

Our goal is to equip our students and staff with the skills and mindset needed to thrive in the ever-evolving global marketplace. This means fostering a culture of creative thinking, critical inquiry, and research excellence.We actively encourage faculty participation in research through dedicated resources and support.This has resulted in astrong publication record,with several articles boasting high impact factors.A growing number of our students are pursuingPh.D. programs,demonstrating their commitment to research and knowledge creation.

We actively collaborate with other organizations throughtwo Memoranda of Understanding (MOUs),providing our staff and students with access to valuable resources and opportunities for knowledge exchange.We boastthree recognized Ph.D. centerswith46 active Ph.D. students.The number of research guides continues to grow,thanks to

the dedicated efforts of ourInternal Quality Assurance Cell (IQAC)in supporting faculty members through the Ph.D.recognition process.We are currently engaged in aDST-SERB-funded research project,further showcasing our commitment to cutting-edge research.

OurInnovation & Entrepreneurship Development Cellactively cultivates an entrepreneurial mindset among students,providing them with the skills and resources to turn their ideas into reality.This cell plays a crucial role in entrepreneurial skills development.

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

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

49

File Description	Documents
URL to the research page on HEI website	Nil
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

73

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

30

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

Poona College actively conducts extension programs aimed at raising awareness among students about social issues and equipping them to effectively respond to challenges beyond the classroom.

Through various initiatives, the college engages students to cultivate empathy and promote holistic development. College-managed committees such as NCC, NSS, and BSD play a significant role in organizing activities.

In response to the prevailing pandemic, the NSS unit of the college strategically focused on activities that sensitized students to social causes. These initiatives were carried out both in the vicinity of the college and at the college gate. The extension activities encompassed diverse schemes, including the Celebration of Doctor's Day and Blood Donation Drive, Swachata Pakhwada with an oath-taking ceremony, Nirmal Wari and Harit Wari (conducted online), Vaccination Drive in collaboration with PMC, World AIDS Day Celebration featuring a Blood Donation Drive, installation of E-Waste Bins, and E-Waste Donation Drive. Moreover, awareness programs on health and hygiene were organized.

As part of outreach efforts, lectures were delivered to the local community to educate them on the significance of social values and good hygiene, especially during pandemics. The overall aim is to instill in students a profound understanding of social justice, values, accountability, and sustainability.

File Description	Documents
Paste link for additional information	Nil
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

14

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	View File

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

12

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

809

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

527

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

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

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

6

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.

Situated across a sprawling expanse of 2 acres, the college campus is characterized by a total built-up area spanning 66,235.83 sq. ft. Within this academic haven, 36 generously proportioned classrooms provide a conducive learning environment, replete with contemporary amenities and ergonomically designed seating arrangements. The institution boasts of 25 laboratories across various departments, each outfitted with state-of-the-art furnishings, equipment, modern gadgets, instruments and operational chemicals.

Further enhancing the academic milieu are four capacious seminar halls, distinguished by opulent daises and commodious seating

aligned with cutting-edge technological standards. The college is unwavering in its commitment to advanced pedagogy, ensuring access to contemporary electronic teaching-learning aids. The Knowledge Resource Centre, featuring a well-appointed reading room accommodating both students and staff, incorporates ten dedicated computers, printers, scanners and complimentary internet access. Concurrently, staff and students are enrolled in prominent educational platforms such as NLIST, NDLI, SWAYAM and NPTEL.

Augmenting the academic infrastructure is an Audio-Visual Studio, equipped with advanced technical apparatus for the production of lectures. A sprawling open-air auditorium serves as a venue for entertainment and celebratory events. Notably, the college houses three distinct research centres specializing in Commerce, Economics and Chemistry, further solidifying its dedication to academic excellence and research endeavours.

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

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

Serving as a vibrant hub for a myriad of activities encompassing cultural, sports, gymnasium and yoga, the college is well-equipped to host these events year-round. The versatile open-air auditorium and conference hall stand as excellent venues for cultural activities, offering a multifunctional space for diverse events. Notably, college students actively engage in intercollege, State, National and Inter-university competitions, showcasing their talents and skills on various platforms.

In the realm of physical fitness, the college extends support to athletes by providing Diet scholarships and T.A/D.A for those participating in tournaments. The gymnasium facilities cater to a range of sports including Power Lifting, Weightlifting, Boxing and Kickboxing, with specialized coaches guiding students in their training. Additionally, the college embraces the practice of yoga, utilizing its grounds for sessions and commemorating International Yoga Day annually to foster awareness among staff and students.

Cultural activities thrive within the institution, utilizing the

open-air auditorium and conference hall for events like street plays and Payam-e Rehmat. A dedicated committee oversees infrastructure needs. Events such as Traditional days and Inter-college cultural competitions are organized to instil cultural and traditional values. Furthermore, students are encouraged to develop organizational skills by arranging various events, including cultural programs.

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

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

22

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

134.02

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)

At the core of our college, the Knowledge Resource Centre (Library) stands as a beacon of pride, housing a rich collection of approximately one lakh books, including rare editions. Serving as the academic heart, the Centre extends a Book Bank resource to students. The college's affiliation with the NLIST database, secured with a password-based subscription, enables access to over 7 lakh e-Books and 6000 e-Journals, both internally and remotely.

Efficiently managed by VIRRIDHI software, the library undergoes automation, with partial bibliographic information of all collections uploaded to the database. Employing barcode technology, library processes such as issue/return and reading room attendance are streamlined. Aided by ten web terminals for OPAC searches and student use, the library ensures accessibility and convenience.

The reading room, operational day and night, proves invaluable to students, especially during examination periods. The library offers a user-friendly system with open access and various support facilities, including Internet browsing, computerized lending, stock verification, reprography and inter-library book loan.

An annual 'Know your Library' orientation program, conducted through open information sessions, guides students in utilizing library resources effectively, reinforcing the Knowledge Resource Centre's pivotal role in fostering academic excellence.

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

4.2.2 - The institution has subscription for the `A. Any 4 or more of the above` **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

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

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

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

`0.099`

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

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

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

`755`

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

The college ensures seamless internet connectivity through broadband connections, strategically placed across the campus for the benefit of both staff and students. The availability of computer and internet access at various locations facilitates the constant updating of teaching and learning resources. Each department is equipped with a Local Area Network (LAN) featuring internet connectivity and computer labs are outfitted with LCD projectors to align with the students' curriculum needs.

Adhering to a preference for branded equipment, instruments and accessories in response to departmental requirements and curriculum changes, the college regularly undertakes hardware upgrades. This includes the replacement of systems with advanced configurations to stay abreast of technological advancements.

A licensed antivirus software is procured by the college, deployed through a centralized server and updated annually. LAN facilities extend to both students and teachers, with internet browsing available on computers in specific areas such as the Department of Computer Science, Knowledge Resource Centre, administrative office and the account section. The entire college campus is enveloped in a Wi-Fi network provided by TATA (100 MBPS) and BSNL (8 MBPS). Notably, the Knowledge Resource Centre, equipped with ten computers, serves as a dedicated space for students and staff.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[Nil](#)

4.3.2 - Number of Computers

288

File Description	Documents
Upload any additional information	View File
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)

303.09

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 meticulously established protocols for the management and utilization of its on-campus resources, encompassing computers, classrooms, laboratories, the Knowledge Resource Centre, and sports facilities. Rigorous efforts are undertaken to ensure the optimal allocation of financial resources for the consistent maintenance and improvement of the college's infrastructure. This is facilitated through regular committee

meetings dedicated to overseeing these matters.

A thorough examination of physical facilities, including computers, seminar halls, smart classrooms, and laboratories, is conducted routinely to ensure prompt maintenance and repairs, thereby preserving performance and accuracy. Infrastructure upgrades are implemented as needed and in accordance with permissions granted by the cantonment board. The college strategically plans infrastructure development, aligning it with program requirements, academic needs, and support facilities. Proposals for infrastructure development are carefully formulated by the IQAC and the College Development Council, then submitted to the Planning Committee chaired by the Principal. The Planning Committee subsequently presents these proposals to the Board of Trustees for approval, with the Board making the final decisions. Consequently, new infrastructure is established or existing facilities are upgraded, contributing significantly to elevated academic standards and increased operational efficiency.

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

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

351

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	[View File](#)
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

86

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

A. All of the above

File Description	Documents
Link to Institutional website	[Nil](#)
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

807

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

807

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

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
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

20

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

201

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

71

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.

84

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)

The student council actively engages in a range of activities with the following goals: fostering friendly relations among students, teachers, the principal, and non-teaching staff; enhancing the functioning of different committees; participating in institutional events at both intra and university levels; serving as a catalyst for the noble cause of nation-building through collaborative efforts; and promoting a sense of brotherhood. Additionally, the institute ensures student representation on various administrative and academic bodies.

Students play active roles in committees such as the College Development Committee (CDC), Internal Quality Assurance Cell (IQAC), International Student Cell, Academic Calendar Committee, Examination Committee, National Service Scheme (NSS), NCC, Prevention of Sexual Harassment Committee, Anti-ragging Committee, Cultural Committee, Student Welfare Committee, Magazine Publication Committee, Gymkhana Committee, and Library Advisory Committee. This student representation in diverse committees facilitates the regular gathering of suggestions and feedback from the student body.

The suggestions and feedback provided play a crucial role in enhancing the quality of academics, administration, and support facilities. Additionally, they play an essential role in the process of policy-making.

File Description	Documents
Paste link for additional information	Nil
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

31

File Description	Documents
Report of the event	View File
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 association has engaged in diverse cultural, educational, and social activities within the college. Comprising a nine-member Executive Committee that includes all registered members, the association welcomes individuals who have completed their UG/PG/M.Phil./Ph.D. studies at the college to become members. Serving as a platform for alumni to establish and strengthen their connections with the institute, the Alumni Association organizes periodic 'Alumni Meets' to facilitate networking and collaboration among alumni.

These events contribute to the improvement of the institute's functioning and services by incorporating valuable feedback from alumni. The Alumni Association plays a pivotal role in bridging the gap between industry and academics, fulfilling various functions such as organizing regular alumni meets, offering feedback on the curriculum to align with industry needs, creating placement opportunities through on-campus and off-campus drives, conducting workshops, hands-on training sessions, and expert talks. Additionally, the association represents the alumni's interests in apex college committees such as the College Development Committee (CDC) and Internal Quality Assurance Cell (IQAC). Furthermore, the Alumni Association extends financial support for various student-related activities, including sponsoring cash prizes for winners of different competitions.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)   D. 1 Lakhs - 3Lakhs

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 Vision: Pursuit of Knowledge in the Service of Humanity

College Mission: To serve as a light house amidst all shortcomings and setbacks by defying complacency.

Our college stands for inclusive education: open to all, regardless of background, identity, or belief. We strive to uplift the disadvantaged and empower the academically weaker by providing them with the knowledge and tools to excel. Beyond academics, we cultivate moral compass, ethical principles, social responsibility, and an appreciation for beauty. We equip our

students with the resilience and adaptability to navigate the ever-changing currents of the world.

Instilling respect for humanity is at the heart of our mission. We nurture perseverance, dedication, a commitment to quality, and a pursuit of excellence. We aim to shape individuals who will become competent and impactful contributors to society through their chosen professions. A trusted and experienced charitable organization steers the college, with the College Development Committee at the helm, guiding crucial decisions with a long-term vision and strategic plans. Our dedicated faculty, the foundation of our institution, are actively involved in shaping the college's direction.

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

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

The college employs a participatory, decentralized, and inclusive approach to foster its growth and progress. This is exemplified through a case study titled 'Over to the Virtual Platform,' which unfolded during the ongoing Covid pandemic. Despite the pandemic persisting, the college's prolonged disruption in academic and administrative routines prompted the urgent need to restore normalcy. Confronting this challenge, a well-planned approach was adopted and executed in distinct stages:

1. Extensive Utilization of Online Meeting Platforms: Embracing frequent online communication transformed all college stakeholders into a 'virtual home,' expediting routine work. The use of online meetings facilitated the acceleration of activities to meet deadlines, effectively compensating for lost time.

2. Time-saving Compensation: The college identified pending events on its calendar, and potential completion dates were determined during deliberations in top decision-making authorities' online meetings. This strategy ensured efficient time management and recovery from delays.

3. Decentralization of Routine Issues for Timely Completion:

Committees were established at different levels, and competent staff were delegated responsibilities, with their suitability for assigned tasks carefully assessed. This decentralized approach aimed to expedite the resolution of routine issues and ensure timely completion of essential tasks.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

A dedicated committee was formed, comprising members from the Managing Trust, Principal, IQAC Coordinator, Vice-Principals, and representatives from all faculties and units such as sports and the library.

The strategic plan for the year 2022-2023 adopted a multipronged approach, encompassing the following key areas:

1. Activation of the Institutional Social Responsibility (ISR) cell to extend the college's outreach to all sections of society.
2. Promotion of fundraising initiatives to sponsor ISR outreach activities.
3. Identification of vulnerable pockets in society susceptible to the extreme dangers of the Covid pandemic.
4. Provision of resources and gadgets for effective online teaching and learning.
5. Training of both staff and students to proficiently utilize online platforms.
6. Dissemination of accurate information about government policies and ensuring compliance by all college stakeholders.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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.

The college's organizational structure encompasses all human resources essential for its operational functionality.

Institutional Organogram:

The Governing Council/Board of Trust serves as the overall head, governing the college. The College Development Committee (CDC) acts as an intermediary between the college and the managing board.

The Governing Council:

This body, led by the College managing trust, proposes strategic plans for adoption in matters of interest.

College Development Committee (CDC):

As the apex body, CDC establishes a connection between the Governing Council and the constituents of the college.

Principal:

As the executive head, the Principal is entrusted with managing the day-to-day affairs of the institution. The Principal is supported by three wings: Academic Wing, Internal Quality Assurance Cell (IQAC), and Administrative Wing.

Academic Wing:

This wing, led by the Vice-Principals, HODs, Library Advisory Committee (LAC), Examination Committee, and Gymkhana Department, collaborates with the Principal on academic matters.

Internal Quality Assurance Cell (IQAC):

Functioning as a pivotal entity, IQAC undertakes critical planning, monitoring, and execution of quality assurance measures.

Administrative Wing:

The Registrar, assisted by the Office Superintendent, Accountants, clerks, and support staff, aids the Principal in administrative functions.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://poonacollege.edu.in/wp-content/uploads/2021/09/Organogram.pdf
Upload any additional information	View File

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	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Numerous welfare measures are provided for the staff to cultivate an environment conducive to progress:

Best Performance Awards:Offered to stimulate healthy competition

among staff members.

Recognition and Felicitation:Acknowledgment of staff members for their outstanding achievements.

Routine Duty Adjustments: Provided to facilitate the pursuit of academic interests.

Contributory Provident Fund Schemes (EPF):Extended to eligible unaided staff members.

Group Accident Insurance Scheme:Covered by the Maharashtra Government to protect the staff.

Fee Concessions (90% and 75% Fee Waiver):Offered to the children/wards of staff.

No Objection Certificate:Provided to staff members seeking loan facilities.

Medical Leave:Extended to unwell staff members with short intimation.

Maternity Leave:Provided to female staff members in accordance with government norms.

Reimbursement of Medical Expenses:Incurred by aided staff members is reimbursed through State Government bodies.

Duty Leave and Financial Assistance: Offered to teaching staff attending professional development programs.

Interest-free Loan:Extended to needy staff members repayable through salary deductions.

Advance Salary:Released on the first of every month without waiting for funds from the government treasury.

Cultural Get-Togethers:Organized to promote strong bonding among staff.

Impressive Farewell Events:Organized for those superannuating from their roles.

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

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

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

2

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

9

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

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

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

28

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

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

The college employs an effective Staff Performance Appraisal System that adheres to the rules, regulations, and guidelines set forth by the UGC, State Government, and the affiliating university.

Performance Based Assessment System (PBAS): The college conducts a meticulous review of the PBAS, evaluating duly filled-in performance appraisal reports. These reports encompass three essential aspects: Teaching-Learning and evaluation, Curricular and extra-curricular activities, and Research. At the conclusion of each academic year, staff members complete the form, submitting it to the Head of the Department (HOD) for evaluation before it is forwarded to the Internal Quality Assurance Cell (IQAC). The IQAC assesses and validates the report before submitting it to the Principal.

Confidential Report :This report provides information on Teaching-Learning and evaluation, Curricular and extra-curricular activities, and Research. The CRs, along with comments from the HOD and Principal, are submitted to the college management at the end of the academic year.

Annual Performance Index:Teachers' API forms undergo scrutiny before being forwarded to the affiliating university/competent authority for final evaluation and certification.

Students feedback: The college collects feedback from students to assess the performance of teachers. The feedback is thoroughly analyzed, and necessary actions are taken if required.

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

6.4 - Financial Management and Resource Mobilization

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

The college routinely conducts both Internal and External audits to ensure financial transparency.

In the case of Internal Audit, this is an ongoing process that occurs after each financial transaction, managed by an appointed Internal Auditor. The audit operates at two levels: receipts and payments. The relevant official documents undergo meticulous scrutiny. At the payment level, accounts are entered into the system, and vouchers are generated under various ledgers. Prior to

issuing cheques to the concerned parties, payment vouchers undergo verification. Additionally, salary, deductions, and Tax deducted at Source (TDS) are thoroughly examined.

External Audit is performed by an external auditor (Chartered Accountant) after the conclusion of the financial year, typically taking 15 to 30 days. Payments are categorized into Revenue Expenditure and Capital Expenditure. All pertinent documents related to revenue expenditure are scrutinized, as well as those associated with capital expenditure. The audited statements and accounts are then presented to the Governing Body/Board of Trustees for consolidation with those of sister concerns before submission to government authorities. Income Tax Returns, along with filings related to PF, Prof. Tax, etc., are diligently processed.

Furthermore, Government authorities periodically conduct statutory external audits and assess the Income-Expenditure and Receipt-Payment records.

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

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

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

0

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

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

The college has a well-established system for fundraising and efficient utilization of resources. The Internal Quality Assurance Cell (IQAC) is responsible for evaluating, planning, implementing, and overseeing fund mobilization activities based on guidance from the CDC.

The primary sources of funds include grants from the State Government, significant contributions from the Managing Trust, student fees, financial grants/assistance from schemes offered by UGC, DST, and the affiliating University. Additionally, financial support is garnered from banks, industries, individuals, examination grants from SPPU, and assistance received under SC/ST/OBC and EBC scholarships from the government. The college also receives funds for organizing local and national level examinations from various agencies, contributions from alumni, and sponsorships from the general public, well-wishers, and philanthropic institutions on humanitarian grounds.

To ensure optimal resource utilization, the implementation of financial and infrastructural policies follows a systematic approach. Every expenditure within the college constituent undergoes a systematic approval, release, and auditing process. The annual college budget is prepared and approved, and departments are informed of their budgetary allocations. The College Accountant meticulously manages all financial accounts.

Financial grants and assistance received from various agencies are utilized in accordance with applicable guidelines. Audited utilizations are submitted, and necessary NOCsare obtained.

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

6.5 - Internal Quality Assurance System

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

IQAC has enhanced the quality standards within the institution, contributing to improved academic and administrative support and functionality. The implementation of a dedicated ERP system facilitated the seamless execution of academic activities,

including admissions, fee payments, timetable management, attendance tracking, internal assessment examinations, assignment submissions, study material sharing, and the provision of a mobile app for students and faculty. This comprehensive system also incorporated feedback mechanisms, ensuring greater transparency and accountability.

Key initiatives undertaken by IQAC include organizing a workshop on the Preparation for Annual Quality Assurance Report (AQAR) for all teaching and non-teaching employees of the college. Multiple meetings, workshops, and training sessions were scheduled throughout the academic year to raise awareness about IQAC and NAAC. Feedback from various stakeholders was systematically collected, analyzed, and presented to the competent authority. An online process for collecting students' feedback and conducting a satisfaction survey was implemented.

Furthermore, IQAC conducted academic and administrative audits of departments, consolidated various formats of forms related to quality processes, and initiated the subsequent processes for the Peer Team Visit after the approval of the Self-Study Report (SSR).

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

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

The contemporary educational landscape necessitates a focus on fostering students' soft skills, a pivotal component in the modern teaching and learning paradigm. The principal objective is to equip students with the requisite skills for employability, ensuring they are industry-ready and capable of enhancing their overall abilities. As part of an innovative teaching and learning strategy spearheaded by the IQAC, workshops and lecture series featuring industry experts were organized. These sessions delved into various facets such as understanding corporate expectations, cultivating preparedness, honing skills, fostering technological awareness, adapting to the volatile industry environment, and gaining insights into real-time industry operations. The expertise shared by industry professionals significantly augmented the

students' knowledge, providing an added dimension to their learning experience.

At the commencement of the academic year, the teaching process initiates with the formulation of a central timetable for both faculties. Each department then prepares its specific teaching schedule encompassing both theoretical and practical lab courses. Additionally, departments strategize for the integration of skill enhancement courses and related academic activities, such as expert lectures, fieldwork, and demonstrations tailored to each course. Review meetings of the Forum of Arts, Science and Commerce Heads facilitate an understanding of the curriculum's progression.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
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

The college upholds a positive work culture that promotes gender equity and sensitivity. All students, regardless of gender, culture, or region, are afforded equal opportunities and rights within the institute. To facilitate a supportive environment for female students, the institute has established a dedicated cell known as the Vidyarthini Manch and Women's Forum. This platform serves as a space for girl students to openly discuss their concerns, aspirations, and thoughts with one another. Additionally, the institute has instituted both an Anti-Sexual Harassment Cell and an Anti-Ragging Cell, aimed at safeguarding and supporting students of all genders from any form of harassment on the campus.

Female students receive awareness about the Anti-Sexual Harassment Act through guest lectures, followed by an interactive question-and-answer session allowing them to openly discuss concerns or queries. To enhance convenience, a dedicated common room is provided for girls.Enthusiastic celebrations were conducted to observe International Women's Day and International Girl Child Day, underscoring the significance of empowering and fostering the growth of young girls.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://poonacollege.edu.in/wp-content/uploads/2024/02/7.1.1_Merged.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

D. Any 1 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

Management of hazardous chemicals and radioactive waste is a top priority for the College, emphasizing the reduction of waste generation and implementing effective garbage disposal and recycling practices. The College Management collaborates with NCC and NSS to successfully decrease trash output on campus. The institution employs various methods to handle solid, liquid, and e-waste. Recyclable materials like degradable waste paper are processed through external agencies, while non-biodegradable wastes are handed over to external agencies for segregation and disposal based on their nature.

To facilitate proper waste disposal, the college has designated separate dustbins for wet and dry waste. Additionally, E-waste Donation Drives are organized to collect electronic waste for donation. Efforts are made to extend the lifespan of existing electronic items through timely maintenance and updates, and outdated computers at the college level are donated to orphanages or schools where they can still be utilized.

Chemical waste is managed using the principles of Liquid waste management to control pollution. A vermicomposting pit has been established for systematic decomposition, with the processed material serving as manure for the institute's garden. This comprehensive approach reflects the College's commitment to environmentally responsible waste management practices.

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

C. Any 2 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: C. Any 2 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	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   A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	<u>View File</u>
Certificates of the awards received	<u>View File</u>
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 : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

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

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).

Poona College celebrates its diverse student community with pride, offering a variety of activities to foster an inclusive atmosphere.Gandhi Jayanti: Commemorating Mahatma Gandhi's birth anniversary, this event advocates for non-violence, tolerance, and inclusivity. National Unity Day: Observing Sardar Vallabhbhai

Patel's birthday promotes national unity and respect for all communities. Constitution Day and Voter Registration: This occasion raises awareness about the constitution, democracy, and civic engagement, urging individuals to register, vote, and actively participate in the democratic process.

Swach Wari, Swasth Wari, Nirmal Wari, Harit Wari: This initiative advocates for cleanliness, well-being, and environmental consciousness during religious pilgrimages and cultural gatherings, bringing together individuals from diverse backgrounds.On the 13th of April 2023, the Department of Political Science and Economics conducted a National Symposium titled "Revisiting Dr. B.R. Ambedkar in Contemporary India: Reflections on Socio-Economic & Political Sphere."

These endeavors showcase our institutions' dedication to creating an inclusive and harmonious environment that acknowledges and respects the diverse identities and opinions within society. Such initiatives promote understanding, empathy, and acceptance, contributing to a more peaceful nation.

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

Poona College educates students and staff on the significance of civic values, rights, duties, and responsibilities through a variety of programs and activities.To accomplish this objective, it is crucial to raise awareness among both students and college employees about the importance and relevance of the Constitution, along with its implications in their lives. Various programs such as the Celebration of India's Constitution Day, National Unity Day, Doctors' Day, Blood Donation Drive, World AIDS Day, Awareness Rally on Saaf Suthri Baqr Eid, Swachata Pakhwada, Gandhi Jayanti, Swach Wari, Swasth Wari, Nirmal Wari, Harit Wari, etc., were conducted.

Sensitizing students and employees of Poona College to constitutional obligations, values, rights, duties, and

responsibilities goes beyond being an educational initiative; it represents a dedication to fostering responsible, informed, and engaged citizens. Through the promotion of constitutional awareness and the encouragement of active participation in civic life, Poona College endeavors to contribute to the creation of a harmonious and democratic society that upholds the principles enshrined in the Constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://poonacollege.edu.in/wp-content/uploads/2024/02/7.1.9_2022-23.pdf
Any other relevant information	Nil

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

B. Any 3 of the above

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

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

The College actively engages in commemorating a diverse array of

national and international historic days, events, and festivals. This is achieved through the consistent organization of programs, wherein the institution plays an integral role in celebrating an extensive range of significant occasions. These events encompass activities such as lectures, guidance talks, quizzes, discussions, visits, and speech competitions.

Some notable events include National Reading Day, World Heritage Day, Blood Donor Day, World Down Syndrome Day, World Environment Day, World Veterinary Day, Doctor's Day, International Women's Day, World AIDS Day, Youth Week, Swachata Abhiyan, Constitution Day & Voter Registration, International Day of Parliamentarism, International Day for the Total Elimination of Nuclear Weapons, World Day of Social Justice, World Peace & Understanding Day, International Women's Day, National Panchayati Raj Day, and International Day of Democracy.

The diversity of these events is remarkable, covering a wide range of topics relevant to society, the environment, politics, and academics. Participation in these activities undoubtedly contributes to the development of a well-rounded and well-informed campus community, fostering a positive impact on the campus as a whole.

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

Title: Digital Transformation for Enhanced Educational Delivery

Objective:To leverage digital technologies to enhance the delivery of education, ensuring accessibility, engagement, and flexibility for students and faculty.

Context:Embracing digital tools and platforms can enhance the learning experience, promote inclusivity, and prepare students for a technology-driven future.

Practice: College has integrated a comprehensive Learning Management System (LMS) (MasterSoft) that supports online classes, collaborative projects, and multimedia content.

Evidence of Success:Increased student engagement in online platforms, accessibility for diverse learners has improved, and faculty utilization of digital tools in teaching is enhanced.

Problems encountered and Resources required: Potential challenges faced includes, resistance to change, technological barriers, and concerns about the effectiveness of online learning. Financial resources for providing devices,or creating on-campus computer labs are required.

BEST PRACTICE 2

Title: Enhancing Student Engagement through Interactive Learning

Objectives: ToIncrease student participation and active learning in classroom sessions.

Context:Traditional lecture-based teaching methods can sometimes lead to passive learning and decreased student engagement.

Practice: Teachershave implemented interactive learning methodsthat incorporate activities,discussions andproblem-solving tasks.Provided opportunities for students to reflect on their learning and share their insights with the class.

Evidence of Success: Improved student engagement,academic performance,and critical thinking skills.

Problems Encountered andResources Required:Some students haveinitially resisted changes to traditional teaching methods. Implementing interactive learning methodsistime-consuming for faculty.Educational technology resources and support staff are required.

File Description	Documents
Best practices in the Institutional website	https://poonacollege.edu.in/e-resources-in-teaching-learning-process/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The Poona College of Arts, Science, and Commerce showcases its commitment to fostering a vibrant and inclusive community through the organization of the Poona College Cricket League (PCCL). This unique initiative exemplifies the institution's dedication to promoting not only academic excellence but also a holistic and collaborative approach to personal development.

The PCCL serves as a platform for both teaching and non-teaching staff to engage in friendly competition, promoting camaraderie and team spirit. This distinctive priority aligns with Poona College's ethos of nurturing a balanced and supportive environment for its community members.

By organizing events like the PCCL, the college emphasizes the importance of extracurricular activities in fostering physical fitness, mental well-being, and a sense of belonging among staff members. The tournament not only provides a recreational outlet but also strengthens the bond within the college community, contributing to a positive work culture.

Poona College of Arts, Science, and Commerce stands out for its commitment to holistic development, as evident in initiatives like the PCCL, which goes beyond academics to cultivate a sense of community, teamwork, and well-being among its staff members.

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

The institution maintains an efficient curriculum delivery process that is carefully planned and well-documented. Poona College of Arts, Science & Commerce, an institution with a minority status and affiliation to Savitribai Phule Pune University, adheres to the curriculum prescribed by the University. The annual academic calendar is prepared by the Institutional Quality Assurance Cell (IQAC) and made available to both teachers and students on the college's website and notice boards.

At the onset of each academic year, departmental meetings are convened to discuss the distribution of courses. These discussions lead to the allocation of courses based on the teachers' expertise and experience. Prior to commencing classes, teachers submit their teaching plans. The timetable committee is responsible for creating a faculty-wise timetable as well as department-specific practical and theory schedules to ensure smooth lecture and practical session management.

Several senior faculty members actively participate in shaping the curriculum, serving as members of academic councils, chairpersons, and members of the Board of Studies. Our educators embrace modern teaching methods and utilize a variety of ICT tools. In addition to classroom teaching, we enhance the learning experience through seminars, workshops, guest lectures, group discussions, group assignments, educational tours, industrial visits, and project work.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	[Nil]()

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

The college follows the annual academic calendar set by Savitribai Phule Pune University for scheduling both annual and semester examinations, taking into account specified holidays and vacations. This calendar outlines the start and end dates of each semester, including various activities, internal evaluation schedules, and tentative external evaluation dates. It serves as an essential source of information and planning for students, faculty, staff, and other stakeholders within the institution. It encompasses all aspects of the institute, including administrative, academic, co-curricular, and extracurricular activities. The academic calendar is designed with a clear understanding of the Program Outcomes (POs) and Course Outcomes (COs) to ensure that activities are aligned accordingly, forming a solid foundation for academic delivery.

The process of creating the academic calendar begins well in advance of the academic year. It is made accessible to all stakeholders through the college website and notice boards, ensuring transparency in its functioning. As part of the educational strategy, the institution employs a Continuous Internal Evaluation (CIE) system to assess various aspects of a student's development throughout the year. The examination department takes the lead in conducting ongoing internal evaluations, allowing individual subject teachers to schedule their internal assessments.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	[Nil](#)

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	A. All 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

28

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

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

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

8

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

1679

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

1.3 - Curriculum Enrichment

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

Each teacher thoroughly examines their respective curricula to interconnect themes encompassing gender, the environment, sustainability, human values, and professional ethics with the syllabus. They dedicate time to raise awareness about these cross-cutting issues. Furthermore, a range of co-curricular and extracurricular activities is arranged to reinforce these themes. The integration of these topics into the curriculum fosters students' awareness of critical matters such as gender equality, social justice, human rights, environmental consciousness, and professional ethics.

Gender Issues: The college hosts multiple activities and programs as supplements to the university curriculum, all aimed at enriching students' understanding of gender-related topics. These activities include group discussions, debate competitions, paper presentations on gender roles and feminism, discussions on sexual harassment, street performances addressing domestic violence and violence against women, poster competitions focusing on saving the girl child and combating female foeticide, and discussions on cybercrime against women and safety measures. Additionally, events like Women's Health and Hygiene, the Nirbhaya Kanya Abhiyan, and Personality Development and self-protection programs are organized to empower women.Human Values and Professional Ethics: As part of its social initiatives, the college regularly arranges visits to orphanages, old-age homes andhospitals to sensitize students about human values and their responsibilities.

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.	<u>View File</u>

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

100

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
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	<u>View File</u>

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

2109

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	**A. All of the above**

institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://poonacollege.edu.in/feedbacks/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://poonacollege.edu.in/feedbacks/

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

1800

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

1302

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

First-year students at [college name] embark on a smooth transition with a comprehensive orientation program.This program unveils the exciting world of academic opportunities,engaging co-curricular activities,and modern facilities. We prioritize individual needs right from the start.Before classes even begin,a structured system identifies and addresses each student's unique requirements,ensuring everyone feels prepared and supported.To bridge the gap between high school and college,[college name] offers a dedicated first-year bridge course,giving students a solid foundation for further academic success.

We believe in nurturing every mind,from advanced learners to those needing extra support.Our personalized approach includes targeted programs,additional practical sessions,revision classes,and subject-specific tutorials.Problem-solving sessions and engaging tutorials in various subjects equip students with essential skills and deepen their understanding of key concepts.To spark intellectual curiosity and broaden knowledge, Poona college regularly organizes Academic Guidance Talks and Guest Lectures delivered by renowned experts. We encourage active participation in Quiz Competitions,Debate Competitions,and other thought-provoking exercises,honing decision-making skills and fostering a spirit of healthy competition.

We prioritize student success.Our comprehensive program for first-year students ensures a smooth transition,academic support,and opportunities for intellectual growth and engagement.

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

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

Number of Students	Number of Teachers
4636	109

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

The college prioritizes a student-centric approach to teaching and learning, aiming to foster well-rounded individuals with the skills and knowledge needed to thrive in the global workforce. This approach emphasizes:

- **Industrial visits: Immerse students in real-world work environments through visits to diverse industries.**

- **Guest lectures: Inspire and expose students to new perspectives from industry experts and renowned academics.**
- **Interdepartmental and intercollegiate competitions: Provide platforms for students to showcase their talents, build confidence, and learn from healthy competition.**

- **Discussion methods: Encourage critical thinking and active participation by facilitating student-led discussions and debates.**

- **Participative methodologies: Hands-on workshops, laboratory experiments, group projects, flipped classrooms, MOOCs, and webinars create engaging learning experiences that go beyond traditional lectures.**

- **High-order thinking questions, case studies, and problem-solving sessions: Challenge students to think critically, analyze information, and develop creative solutions.**

- **Certificate and add-on courses:Offer opportunities to gain additional knowledge,skills,and experiences that enhance employability and cater to diverse interests.**
- **Hands-on workshops and laboratory experiments:Plunge into practical application,solidifying theoretical knowledge in real-world scenarios.**

By providing diverse learning opportunities, we not only impart knowledge but also empower students to become confident, collaborative, and critical thinkers, ready to make a difference in the world.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	[Nil](#)

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

At Poona college, Information and Communication Technology (ICT) is woven into the very fabric of the educational experience, enriching learning and opening doors to endless possibilities.Our dedicated faculty members go beyond textbooks and lectures. They leverage the power of ICT-enabled materials like:

- **Engaging Presentations:Captivating presentations with dynamic PPTs,animations,and videos bring concepts to life,enhancing understanding and sparking interest.**
  - **Interactive Sessions:Google Classroom,Google Sites,and other tools foster interaction during video lectures and online webinars,promoting collaboration and real-time engagement.**
- **E-Content Hub:The Knowledge Resource Centre provides students with easy access to valuable e-content,including faculty-made PPTs,video lectures,and e-books.**

We boast a robust ICT infrastructure that empowers our faculty to seamlessly integrate the latest technology into their

teaching.A blazing-fast 100 Mbps leased line ensures smooth internet access for all computers,laptops,and tablets connected through LAN and Wi-Fi.Every classroom and laboratory is equipped with LCD projectors,audio systems,computer facilities,laptop connectivity options,and uninterrupted power supply (UPS),creating a conducive environment for tech-driven learning.Teachers are empowered to develop e-notes,e-books,PPTs,and videos,enriching the learning resources available to students.

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

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

2.3.3.1 - Number of mentors

109

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	No File Uploaded

2.4 - Teacher Profile and Quality

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

109

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

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

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

46

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

1188

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 implements a continuous internal assessment system to enhance student engagement and learning throughout the semester.This system promotes understanding and reduces pressure compared to traditional final exams.Through regular class tests,assignments,presentations,and projects,Teachers gain valuable insights into students' strengths and weaknesses,allowing them to provide personalized support and tailor their teaching methods.This guidance helps students improve their performance and build confidence.

An examination committee ensures smooth coordination of internal and external assessments,keeping students,teachers,and staff informed.Exams are conducted on a predefined schedule under the supervision of experienced faculty.This collaborative approach fosters transparency and communication.The system combines formativeand summative assessments.Formative assessments like quizzes and projects provide continuous feedback,while summative exams like term-end and university exams measure overall learning.Periodic term-end exams and university examinations serve as checkpoints to gauge overall comprehension and mastery of the subject matter.

This continuous evaluation system enhances student interest in their studies by making learning a dynamic process.Regular feedback empowers them to take ownership of their learning and improve their performance.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	[Nil](#)

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

Our commitment to fair and transparent educational practices extends to the university examination process, governed by affiliating University Ordinances and Statutes. Led by the Principal, the College Examination Committee (CEC) and Officer In-charge of the Examination collaborate to:

- Implement evaluation reforms efficiently:The CEC actively monitors and implements updates in university examination regulations,ensuring their timely and effective execution.

- Conduct examinations with integrity:Rigorous procedures are in place to guarantee the transparency and fairness of both university examinations and internal assessments.
- Address student concerns promptly:The CEC meets regularly to resolve student grievances related to evaluation within a set timeframe.

Students are informed well in advance about the format and structure of university examinations,fostering confidence and preparedness.Maintaining uniformity in question patterns and exam schedules ensures fairness and eliminates any potential for bias.To ensure transparency,students have the right to request and review photocopies of their answer sheets within a specified timeframe following result declaration.This allows them to independently assess their performance and understand their marks.A dedicated system addresses student concerns promptly,covering issues such as online exam forms,incorrect mark entries,subject code/program errors,name or hall ticket mistakes,and absenteeism.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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.

At our college, program outcomes, program-specific outcomes, and course outcomes for all undergraduate and postgraduate courses are readily accessible for both teachers and students. We leverage multiple channels to achieve this:

- Prominent web presence:All outcome details are clearly displayed on the college website,serving as a readily accessible reference point.
- Hard copies at hand:Syllabi containing these outcomes are available in every department for quick and easy reference.
- Teacher commitment:College committee meetings regularly highlight the importance of program and course outcomes for faculty members.
- Student engagement:Right from the start of each teaching

- session,teachers emphasize the significance of learning outcomes and encourage students to strive for them.
- **Faculty development:**The Internal Quality Assurance Cell (IQAC) organizes training and orientation programs to strengthen faculty understanding of outcomes-based education (OBE) and align their expectations with institutional goals.
- **Centralized curriculum:**For each course,the University provides a detailed syllabus outlining course objectives and outcomes,which the college faithfully adheres to.
- **Student clarity:**During college-level orientation programs,students are introduced to the OBE process,with clear explanations of program outcomes (POs),program-specific outcomes (PSOs),and course outcomes (COs) also readily available on the website.
  - o

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
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 institution employs a robust and comprehensive system to assess the effectiveness of our outcomes-based education (OBE) approach. This system utilizes both direct and indirect methods to evaluate the attainment of program and course outcomes.

Direct Assessment (50% Weightage):

- **Continuous Internal Tests:**Regular quizzes and assignments throughout the semester provide ongoing feedback and gauge student understanding.
- **End Semester Examinations:**University-conducted exams act as a summative assessment of student learning across the entire program.
- **Other Methods:**Project work,presentations,and practical labs add further dimensions to the evaluation,capturing diverse skills and knowledge acquisition.

Indirect Assessment (50% Weightage):

- **Exit Survey:Final year students participate in a carefully designed questionnaire that delves into various aspects of the curriculum,including the effectiveness of courses,teaching methods,and overall satisfaction.**

Calculating Attainment:

- **Program outcomes are evaluated for a randomly selected 20% of final year students from each program.**
- **University exam marks for these students are analyzed in a specific format to assess program outcome attainment.**
- **Exit survey responses on knowledge,skills,and aptitude acquisition contribute the remaining 50% of the program outcome evaluation.**

By combining direct and indirect assessments, we gain a holistic understanding of how well our programs are equipping students with the desired skills and knowledge.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	[Nil](#)

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

1017

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	[Nil](#)

2.7 - Student Satisfaction Survey

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

https://poonacollege.edu.in/wp-content/uploads/2024/01/SSS_AQAR_2022-23_C.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

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

30

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	[Nil](#)

3.2 - Innovation Ecosystem

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

Our goal is to equip our students and staff with the skills and mindset needed to thrive in the ever-evolving global marketplace. This means fostering a culture of creative thinking, critical inquiry, and research excellence.We actively encourage faculty participation in research through dedicated resources and support.This has resulted in astrong publication record,with several articles boasting high impact factors.A growing number of our students are pursuingPh.D. programs,demonstrating their commitment to research and knowledge creation.

We actively collaborate with other organizations throughtwo Memoranda of Understanding (MOUs),providing our staff and students with access to valuable resources and opportunities for knowledge exchange.We boastthree recognized Ph.D. centerswith46 active Ph.D. students.The number of research guides continues to grow,thanks to the dedicated efforts of ourInternal Quality Assurance Cell (IQAC)in supporting faculty members through the Ph.D.recognition process.We are currently engaged in aDST-SERB-funded research project,further showcasing our commitment to cutting-edge research.

OurInnovation & Entrepreneurship Development Cellactively cultivates an entrepreneurial mindset among students,providing them with the skills and resources to turn their ideas into reality.This cell plays a crucial role in entrepreneurial skills development.

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

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

49

File Description	Documents
URL to the research page on HEI website	Nil
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

73

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

30

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

Poona College actively conducts extension programs aimed at raising awareness among students about social issues and equipping them to effectively respond to challenges beyond the classroom. Through various initiatives, the college engages students to cultivate empathy and promote holistic development. College-managed committees such as NCC, NSS, and BSD play a significant role in organizing activities.

In response to the prevailing pandemic, the NSS unit of the college strategically focused on activities that sensitized students to social causes. These initiatives were carried out both in the vicinity of the college and at the college gate. The extension activities encompassed diverse schemes, including the Celebration of Doctor's Day and Blood Donation Drive, Swachata Pakhwada with an oath-taking ceremony, Nirmal Wari and Harit Wari (conducted online), Vaccination Drive in collaboration with PMC, World AIDS Day Celebration featuring a Blood Donation Drive, installation of E-Waste Bins, and E-Waste Donation Drive. Moreover, awareness programs on health and

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hygiene were organized.

As part of outreach efforts, lectures were delivered to the
local community to educate them on the significance of social
values and good hygiene, especially during pandemics. The
overall aim is to instill in students a profound understanding
of social justice, values, accountability, and sustainability.
```

File Description	Documents
Paste link for additional information	Nil
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

```
14
```

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	View File

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

```
12
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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

809

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

527

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries,

corporate houses etc. during the year

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

6

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.

Situated across a sprawling expanse of 2 acres, the college campus is characterized by a total built-up area spanning 66,235.83 sq. ft. Within this academic haven, 36 generously proportioned classrooms provide a conducive learning environment, replete with contemporary amenities and ergonomically designed seating arrangements. The institution boasts of 25 laboratories across various departments, each outfitted with state-of-the-art furnishings, equipment, modern gadgets, instruments and operational chemicals.

Further enhancing the academic milieu are four capacious seminar halls, distinguished by opulent daises and commodious seating aligned with cutting-edge technological standards. The college is unwavering in its commitment to advanced pedagogy, ensuring access to contemporary electronic teaching-learning aids. The Knowledge Resource Centre, featuring a well-appointed reading room accommodating both students and staff, incorporates ten dedicated computers, printers, scanners and complimentary internet access. Concurrently, staff and students are enrolled in prominent educational platforms such as NLIST, NDLI, SWAYAM and NPTEL.

Augmenting the academic infrastructure is an Audio-Visual

Studio, equipped with advanced technical apparatus for the production of lectures. A sprawling open-air auditorium serves as a venue for entertainment and celebratory events. Notably, the college houses three distinct research centres specializing in Commerce, Economics and Chemistry, further solidifying its dedication to academic excellence and research endeavours.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[Nil](#)

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

Serving as a vibrant hub for a myriad of activities encompassing cultural, sports, gymnasium and yoga, the college is well-equipped to host these events year-round. The versatile open-air auditorium and conference hall stand as excellent venues for cultural activities, offering a multifunctional space for diverse events. Notably, college students actively engage in intercollege, State, National and Inter-university competitions, showcasing their talents and skills on various platforms.

In the realm of physical fitness, the college extends support to athletes by providing Diet scholarships and T.A/D.A for those participating in tournaments. The gymnasium facilities cater to a range of sports including Power Lifting, Weightlifting, Boxing and Kickboxing, with specialized coaches guiding students in their training. Additionally, the college embraces the practice of yoga, utilizing its grounds for sessions and commemorating International Yoga Day annually to foster awareness among staff and students.

Cultural activities thrive within the institution, utilizing the open-air auditorium and conference hall for events like street plays and Payam-e Rehmat. A dedicated committee oversees infrastructure needs. Events such as Traditional days and Inter-college cultural competitions are organized to instil cultural and traditional values. Furthermore, students are encouraged to develop organizational skills by arranging various events, including cultural programs.

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

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

22

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

134.02

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)

At the core of our college, the Knowledge Resource Centre (Library) stands as a beacon of pride, housing a rich

collection of approximately one lakh books, including rare editions. Serving as the academic heart, the Centre extends a Book Bank resource to students. The college's affiliation with the NLIST database, secured with a password-based subscription, enables access to over 7 lakh e-Books and 6000 e-Journals, both internally and remotely.

Efficiently managed by VIRRIDHI software, the library undergoes automation, with partial bibliographic information of all collections uploaded to the database. Employing barcode technology, library processes such as issue/return and reading room attendance are streamlined. Aided by ten web terminals for OPAC searches and student use, the library ensures accessibility and convenience.

The reading room, operational day and night, proves invaluable to students, especially during examination periods. The library offers a user-friendly system with open access and various support facilities, including Internet browsing, computerized lending, stock verification, reprography and inter-library book loan.

An annual 'Know your Library' orientation program, conducted through open information sessions, guides students in utilizing library resources effectively, reinforcing the Knowledge Resource Centre's pivotal role in fostering academic excellence.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	[Nil](#)

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	A. Any 4 or more of the above

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

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

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

0.099

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

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

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

755

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

4.3 - IT Infrastructure

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

The college ensures seamless internet connectivity through broadband connections, strategically placed across the campus for the benefit of both staff and students. The availability of computer and internet access at various locations facilitates the constant updating of teaching and learning resources. Each

department is equipped with a Local Area Network (LAN)
featuring internet connectivity and computer labs are outfitted
with LCD projectors to align with the students' curriculum
needs.

Adhering to a preference for branded equipment, instruments and
accessories in response to departmental requirements and
curriculum changes, the college regularly undertakes hardware
upgrades. This includes the replacement of systems with
advanced configurations to stay abreast of technological
advancements.

A licensed antivirus software is procured by the college,
deployed through a centralized server and updated annually. LAN
facilities extend to both students and teachers, with internet
browsing available on computers in specific areas such as the
Department of Computer Science, Knowledge Resource Centre,
administrative office and the account section. The entire
college campus is enveloped in a Wi-Fi network provided by TATA
(100 MBPS) and BSNL (8 MBPS). Notably, the Knowledge Resource
Centre, equipped with ten computers, serves as a dedicated
space for students and staff.

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

4.3.2 - Number of Computers

288

File Description	Documents
Upload any additional information	View File
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)

303.09

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 meticulously established protocols for the management and utilization of its on-campus resources, encompassing computers, classrooms, laboratories, the Knowledge Resource Centre, and sports facilities. Rigorous efforts are undertaken to ensure the optimal allocation of financial resources for the consistent maintenance and improvement of the college's infrastructure. This is facilitated through regular committee meetings dedicated to overseeing these matters.

A thorough examination of physical facilities, including computers, seminar halls, smart classrooms, and laboratories, is conducted routinely to ensure prompt maintenance and repairs, thereby preserving performance and accuracy. Infrastructure upgrades are implemented as needed and in accordance with permissions granted by the cantonment board.

The college strategically plans infrastructure development, aligning it with program requirements, academic needs, and support facilities. Proposals for infrastructure development are carefully formulated by the IQAC and the College Development Council, then submitted to the Planning Committee chaired by the Principal. The Planning Committee subsequently presents these proposals to the Board of Trustees for approval, with the Board making the final decisions. Consequently, new infrastructure is established or existing facilities are upgraded, contributing significantly to elevated academic standards and increased operational efficiency.

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

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

351

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
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

86

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
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

807

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

807

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	C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
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

20

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

201

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

71

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.

84

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 uni versity/state/national/internatio nal 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)

The student council actively engages in a range of activities with the following goals: fostering friendly relations among students, teachers, the principal, and non-teaching staff; enhancing the functioning of different committees; participating in institutional events at both intra and university levels; serving as a catalyst for the noble cause of nation-building through collaborative efforts; and promoting a sense of brotherhood. Additionally, the institute ensures student representation on various administrative and academic bodies.

Students play active roles in committees such as the College Development Committee (CDC), Internal Quality Assurance Cell (IQAC), International Student Cell, Academic Calendar Committee, Examination Committee, National Service Scheme (NSS), NCC, Prevention of Sexual Harassment Committee, Anti-ragging Committee, Cultural Committee, Student Welfare Committee, Magazine Publication Committee, Gymkhana Committee, and Library Advisory Committee. This student representation in diverse committees facilitates the regular gathering of suggestions and feedback from the student body.

The suggestions and feedback provided play a crucial role in enhancing the quality of academics, administration, and support facilities. Additionally, they play an essential role in the process of policy-making.

File Description	Documents
Paste link for additional information	Nil
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

31

File Description	Documents
Report of the event	View File
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 association has engaged in diverse cultural, educational, and social activities within the college. Comprising a nine-member Executive Committee that includes all registered members, the association welcomes individuals who have completed their UG/PG/M.Phil./Ph.D. studies at the college to become members. Serving as a platform for alumni to establish and strengthen their connections with the institute, the Alumni Association organizes periodic 'Alumni Meets' to facilitate networking and collaboration among alumni.

These events contribute to the improvement of the institute's functioning and services by incorporating valuable feedback from alumni. The Alumni Association plays a pivotal role in bridging the gap between industry and academics, fulfilling

various functions such as organizing regular alumni meets, offering feedback on the curriculum to align with industry needs, creating placement opportunities through on-campus and off-campus drives, conducting workshops, hands-on training sessions, and expert talks. Additionally, the association represents the alumni's interests in apex college committees such as the College Development Committee (CDC) and Internal Quality Assurance Cell (IQAC). Furthermore, the Alumni Association extends financial support for various student-related activities, including sponsoring cash prizes for winners of different competitions.

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

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

D. 1 Lakhs - 3Lakhs

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 Vision: Pursuit of Knowledge in the Service of Humanity

College Mission: To serve as a light house amidst all shortcomings and setbacks by defying complacency.

Our college stands for inclusive education: open to all, regardless of background, identity, or belief. We strive to uplift the disadvantaged and empower the academically weaker by providing them with the knowledge and tools to excel. Beyond academics, we cultivate moral compass, ethical principles, social responsibility, and an appreciation for beauty. We equip our students with the resilience and adaptability to navigate the ever-changing currents of the world.

Instilling respect for humanity is at the heart of our mission. We nurture perseverance, dedication, a commitment to quality, and a pursuit of excellence. We aim to shape individuals who will become competent and impactful contributors to society through their chosen professions. A trusted and experienced charitable organization steers the college, with the College Development Committee at the helm, guiding crucial decisions with a long-term vision and strategic plans. Our dedicated faculty, the foundation of our institution, are actively involved in shaping the college's direction.

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

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

The college employs a participatory, decentralized, and inclusive approach to foster its growth and progress. This is exemplified through a case study titled 'Over to the Virtual Platform,' which unfolded during the ongoing Covid pandemic. Despite the pandemic persisting, the college's prolonged disruption in academic and administrative routines prompted the urgent need to restore normalcy. Confronting this challenge, a well-planned approach was adopted and executed in distinct stages:

1. Extensive Utilization of Online Meeting Platforms: Embracing frequent online communication transformed all college stakeholders into a 'virtual home,' expediting routine work. The use of online meetings facilitated the acceleration of activities to meet deadlines, effectively compensating for lost time.

2. Time-saving Compensation: The college identified pending events on its calendar, and potential completion dates were determined during deliberations in top decision-making authorities' online meetings. This strategy ensured efficient time management and recovery from delays.

3. Decentralization of Routine Issues for Timely Completion: Committees were established at different levels, and competent

staff were delegated responsibilities, with their suitability for assigned tasks carefully assessed. This decentralized approach aimed to expedite the resolution of routine issues and ensure timely completion of essential tasks.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

A dedicated committee was formed, comprising members from the Managing Trust, Principal, IQAC Coordinator, Vice-Principals, and representatives from all faculties and units such as sports and the library.

The strategic plan for the year 2022-2023 adopted a multipronged approach, encompassing the following key areas:

1. Activation of the Institutional Social Responsibility (ISR) cell to extend the college's outreach to all sections of society.
2. Promotion of fundraising initiatives to sponsor ISR outreach activities.
3. Identification of vulnerable pockets in society susceptible to the extreme dangers of the Covid pandemic.
4. Provision of resources and gadgets for effective online teaching and learning.
5. Training of both staff and students to proficiently utilize online platforms.
6. Dissemination of accurate information about government policies and ensuring compliance by all college stakeholders.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	[Nil](#)
Upload any additional information	[View File](#)

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.

The college's organizational structure encompasses all human resources essential for its operational functionality.

Institutional Organogram:

The Governing Council/Board of Trust serves as the overall head, governing the college. The College Development Committee (CDC) acts as an intermediary between the college and the managing board.

The Governing Council:

This body, led by the College managing trust, proposes strategic plans for adoption in matters of interest.

College Development Committee (CDC):

As the apex body, CDC establishes a connection between the Governing Council and the constituents of the college.

Principal:

As the executive head, the Principal is entrusted with managing the day-to-day affairs of the institution. The Principal is supported by three wings: Academic Wing, Internal Quality Assurance Cell (IQAC), and Administrative Wing.

Academic Wing:

This wing, led by the Vice-Principals, HODs, Library Advisory Committee (LAC), Examination Committee, and Gymkhana Department, collaborates with the Principal on academic matters.

Internal Quality Assurance Cell (IQAC):

Functioning as a pivotal entity, IQAC undertakes critical planning, monitoring, and execution of quality assurance measures.

Administrative Wing:

The Registrar, assisted by the Office Superintendent, Accountants, clerks, and support staff, aids the Principal in administrative functions.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://poonacollege.edu.in/wp-content/uploads/2021/09/Organogram.pdf
Upload any additional information	View File

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	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Numerous welfare measures are provided for the staff to cultivate an environment conducive to progress:

Best Performance Awards: Offered to stimulate healthy competition among staff members.

Recognition and Felicitation: Acknowledgment of staff members for their outstanding achievements.

Routine Duty Adjustments: Provided to facilitate the pursuit of academic interests.

Contributory Provident Fund Schemes (EPF): Extended to eligible unaided staff members.

Group Accident Insurance Scheme: Covered by the Maharashtra Government to protect the staff.

Fee Concessions (90% and 75% Fee Waiver): Offered to the children/wards of staff.

No Objection Certificate: Provided to staff members seeking loan facilities.

Medical Leave: Extended to unwell staff members with short intimation.

Maternity Leave: Provided to female staff members in accordance with government norms.

Reimbursement of Medical Expenses: Incurred by aided staff members is reimbursed through State Government bodies.

Duty Leave and Financial Assistance: Offered to teaching staff attending professional development programs.

Interest-free Loan: Extended to needy staff members repayable through salary deductions.

Advance Salary: Released on the first of every month without waiting for funds from the government treasury.

Cultural Get-Togethers: Organized to promote strong bonding among staff.

Impressive Farewell Events: Organized for those superannuating from their roles.

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

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

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

2

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

9

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

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

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

28

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

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

The college employs an effective Staff Performance Appraisal System that adheres to the rules, regulations, and guidelines set forth by the UGC, State Government, and the affiliating

university.

Performance Based Assessment System (PBAS): The college conducts a meticulous review of the PBAS, evaluating duly filled-in performance appraisal reports. These reports encompass three essential aspects: Teaching-Learning and evaluation, Curricular and extra-curricular activities, and Research. At the conclusion of each academic year, staff members complete the form, submitting it to the Head of the Department (HOD) for evaluation before it is forwarded to the Internal Quality Assurance Cell (IQAC). The IQAC assesses and validates the report before submitting it to the Principal.

Confidential Report : This report provides information on Teaching-Learning and evaluation, Curricular and extra-curricular activities, and Research. The CRs, along with comments from the HOD and Principal, are submitted to the college management at the end of the academic year.

Annual Performance Index: Teachers' API forms undergo scrutiny before being forwarded to the affiliating university/competent authority for final evaluation and certification.

Students feedback: The college collects feedback from students to assess the performance of teachers. The feedback is thoroughly analyzed, and necessary actions are taken if required.

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

6.4 - Financial Management and Resource Mobilization

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

The college routinely conducts both Internal and External audits to ensure financial transparency.

In the case of Internal Audit, this is an ongoing process that occurs after each financial transaction, managed by an appointed Internal Auditor. The audit operates at two levels:

receipts and payments. The relevant official documents undergo meticulous scrutiny. At the payment level, accounts are entered into the system, and vouchers are generated under various ledgers. Prior to issuing cheques to the concerned parties, payment vouchers undergo verification. Additionally, salary, deductions, and Tax deducted at Source (TDS) are thoroughly examined.

External Audit is performed by an external auditor (Chartered Accountant) after the conclusion of the financial year, typically taking 15 to 30 days. Payments are categorized into Revenue Expenditure and Capital Expenditure. All pertinent documents related to revenue expenditure are scrutinized, as well as those associated with capital expenditure. The audited statements and accounts are then presented to the Governing Body/Board of Trustees for consolidation with those of sister concerns before submission to government authorities. Income Tax Returns, along with filings related to PF, Prof. Tax, etc., are diligently processed.

Furthermore, Government authorities periodically conduct statutory external audits and assess the Income-Expenditure and Receipt-Payment records.

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

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

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

0

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

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

The college has a well-established system for fundraising and efficient utilization of resources. The Internal Quality Assurance Cell (IQAC) is responsible for evaluating, planning, implementing, and overseeing fund mobilization activities based on guidance from the CDC.

The primary sources of funds include grants from the State Government, significant contributions from the Managing Trust, student fees, financial grants/assistance from schemes offered by UGC, DST, and the affiliating University. Additionally, financial support is garnered from banks, industries, individuals, examination grants from SPPU, and assistance received under SC/ST/OBC and EBC scholarships from the government. The college also receives funds for organizing local and national level examinations from various agencies, contributions from alumni, and sponsorships from the general public, well-wishers, and philanthropic institutions on humanitarian grounds.

To ensure optimal resource utilization, the implementation of financial and infrastructural policies follows a systematic approach. Every expenditure within the college constituent undergoes a systematic approval, release, and auditing process. The annual college budget is prepared and approved, and departments are informed of their budgetary allocations. The College Accountant meticulously manages all financial accounts.

Financial grants and assistance received from various agencies are utilized in accordance with applicable guidelines. Audited utilizations are submitted, and necessary NOCsare obtained.

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

6.5 - Internal Quality Assurance System

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

IQAC has enhanced the quality standards within the institution, contributing to improved academic and administrative support and functionality. The implementation of a dedicated ERP system facilitated the seamless execution of academic activities, including admissions, fee payments, timetable management, attendance tracking, internal assessment examinations, assignment submissions, study material sharing, and the provision of a mobile app for students and faculty. This comprehensive system also incorporated feedback mechanisms, ensuring greater transparency and accountability.

Key initiatives undertaken by IQAC include organizing a workshop on the Preparation for Annual Quality Assurance Report (AQAR) for all teaching and non-teaching employees of the college. Multiple meetings, workshops, and training sessions were scheduled throughout the academic year to raise awareness about IQAC and NAAC. Feedback from various stakeholders was systematically collected, analyzed, and presented to the competent authority. An online process for collecting students' feedback and conducting a satisfaction survey was implemented.

Furthermore, IQAC conducted academic and administrative audits of departments, consolidated various formats of forms related to quality processes, and initiated the subsequent processes for the Peer Team Visit after the approval of the Self-Study Report (SSR).

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

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

The contemporary educational landscape necessitates a focus on fostering students' soft skills, a pivotal component in the modern teaching and learning paradigm. The principal objective is to equip students with the requisite skills for employability, ensuring they are industry-ready and capable of enhancing their overall abilities. As part of an innovative teaching and learning strategy spearheaded by the IQAC, workshops and lecture series featuring industry experts were organized. These sessions delved into various facets such as understanding corporate expectations, cultivating preparedness, honing skills, fostering technological awareness, adapting to the volatile industry environment, and gaining insights into real-time industry operations. The expertise shared by industry professionals significantly augmented the students' knowledge, providing an added dimension to their learning experience.

At the commencement of the academic year, the teaching process initiates with the formulation of a central timetable for both faculties. Each department then prepares its specific teaching schedule encompassing both theoretical and practical lab courses. Additionally, departments strategize for the integration of skill enhancement courses and related academic activities, such as expert lectures, fieldwork, and demonstrations tailored to each course. Review meetings of the Forum of Arts, Science and Commerce Heads facilitate an understanding of the curriculum's progression.

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

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

A. All of the above

international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	<u>Nil</u>
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

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

The college upholds a positive work culture that promotes gender equity and sensitivity. All students, regardless of gender, culture, or region, are afforded equal opportunities and rights within the institute. To facilitate a supportive environment for female students, the institute has established a dedicated cell known as the Vidyarthini Manch and Women's Forum. This platform serves as a space for girl students to openly discuss their concerns, aspirations, and thoughts with one another. Additionally, the institute has instituted both an Anti-Sexual Harassment Cell and an Anti-Ragging Cell, aimed at safeguarding and supporting students of all genders from any form of harassment on the campus.

Female students receive awareness about the Anti-Sexual Harassment Act through guest lectures, followed by an interactive question-and-answer session allowing them to openly discuss concerns or queries. To enhance convenience, a dedicated common room is provided for girls.Enthusiastic celebrations were conducted to observe International Women's Day and International Girl Child Day, underscoring the significance of empowering and fostering the growth of young girls.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://poonacollege.edu.in/wp-content/uploads/2024/02/7.1.1_Merged.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	**D. Any 1 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

Management of hazardous chemicals and radioactive waste is a top priority for the College, emphasizing the reduction of waste generation and implementing effective garbage disposal and recycling practices. The College Management collaborates with NCC and NSS to successfully decrease trash output on campus. The institution employs various methods to handle solid, liquid, and e-waste. Recyclable materials like degradable waste paper are processed through external agencies, while non-biodegradable wastes are handed over to external agencies for segregation and disposal based on their nature.

To facilitate proper waste disposal, the college has designated separate dustbins for wet and dry waste. Additionally, E-waste Donation Drives are organized to collect electronic waste for donation. Efforts are made to extend the lifespan of existing electronic items through timely maintenance and updates, and outdated computers at the college level are donated to

orphanages or schools where they can still be utilized.

Chemical waste is managed using the principles of Liquid waste management to control pollution. A vermicomposting pit has been established for systematic decomposition, with the processed material serving as manure for the institute's garden. This comprehensive approach reflects the College's commitment to environmentally responsible waste management practices.

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 | C. Any 2 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: | C. Any 2 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	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	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	View File
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 : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

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

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

Poona College celebrates its diverse student community with pride, offering a variety of activities to foster an inclusive atmosphere.Gandhi Jayanti: Commemorating Mahatma Gandhi's birth anniversary, this event advocates for non-violence, tolerance, and inclusivity. National Unity Day: Observing Sardar Vallabhbhai Patel's birthday promotes national unity and respect for all communities. Constitution Day and Voter Registration: This occasion raises awareness about the constitution, democracy, and civic engagement, urging individuals to register, vote, and actively participate in the democratic process.

Swach Wari, Swasth Wari, Nirmal Wari, Harit Wari: This initiative advocates for cleanliness, well-being, and environmental consciousness during religious pilgrimages and cultural gatherings, bringing together individuals from diverse backgrounds.On the 13th of April 2023, the Department of Political Science and Economics conducted a National Symposium titled "Revisiting Dr. B.R. Ambedkar in Contemporary India: Reflections on Socio-Economic & Political Sphere."

These endeavors showcase our institutions' dedication to creating an inclusive and harmonious environment that acknowledges and respects the diverse identities and opinions within society. Such initiatives promote understanding, empathy, and acceptance, contributing to a more peaceful nation.

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

Poona College educates students and staff on the significance of civic values, rights, duties, and responsibilities through a variety of programs and activities.To accomplish this objective, it is crucial to raise awareness among both students and college employees about the importance and relevance of the Constitution, along with its implications in their lives. Various programs such as the Celebration of India's Constitution Day, National Unity Day, Doctors' Day, Blood Donation Drive, World AIDS Day, Awareness Rally on Saaf Suthri Baqr Eid, Swachata Pakhwada, Gandhi Jayanti, Swach Wari, Swasth Wari, Nirmal Wari, Harit Wari, etc., were conducted.

Sensitizing students and employees of Poona College to constitutional obligations, values, rights, duties, and responsibilities goes beyond being an educational initiative; it represents a dedication to fostering responsible, informed, and engaged citizens. Through the promotion of constitutional awareness and the encouragement of active participation in civic life, Poona College endeavors to contribute to the creation of a harmonious and democratic society that upholds the principles enshrined in the Constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://poonacollege.edu.in/wp-content/uploads/2024/02/7.1.9_2022-23.pdf
Any other relevant information	Nil

| 7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and | B. Any 3 of the above |

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

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

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

The College actively engages in commemorating a diverse array of national and international historic days, events, and festivals. This is achieved through the consistent organization of programs, wherein the institution plays an integral role in celebrating an extensive range of significant occasions. These events encompass activities such as lectures, guidance talks, quizzes, discussions, visits, and speech competitions.

Some notable events include National Reading Day, World Heritage Day, Blood Donor Day, World Down Syndrome Day, World Environment Day, World Veterinary Day, Doctor's Day, International Women's Day, World AIDS Day, Youth Week, Swachata Abhiyan, Constitution Day & Voter Registration, International Day of Parliamentarism, International Day for the Total Elimination of Nuclear Weapons, World Day of Social Justice, World Peace & Understanding Day, International Women's Day, National Panchayati Raj Day, and International Day of Democracy.

The diversity of these events is remarkable, covering a wide

range of topics relevant to society, the environment, politics, and academics. Participation in these activities undoubtedly contributes to the development of a well-rounded and well-informed campus community, fostering a positive impact on the campus as a whole.

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

Title: Digital Transformation for Enhanced Educational Delivery

Objective:To leverage digital technologies to enhance the delivery of education, ensuring accessibility, engagement, and flexibility for students and faculty.

Context:Embracing digital tools and platforms can enhance the learning experience, promote inclusivity, and prepare students for a technology-driven future.

Practice: College has integrated a comprehensive Learning Management System (LMS) (MasterSoft) that supports online classes, collaborative projects, and multimedia content.

Evidence of Success:Increased student engagement in online platforms, accessibility for diverse learners has improved, and faculty utilization of digital tools in teaching is enhanced.

Problems encountered and Resources required: Potential challenges faced includes, resistance to change, technological barriers, and concerns about the effectiveness of online learning. Financial resources for providing devices,or creating on-campus computer labs are required.

BEST PRACTICE 2

Title: Enhancing Student Engagement through Interactive Learning

Objectives: ToIncrease student participation and active learning in classroom sessions.

Context:Traditional lecture-based teaching methods can sometimes lead to passive learning and decreased student engagement.

Practice: Teachershave implemented interactive learning methodsthat incorporate activities,discussions andproblem-solving tasks.Provided opportunities for students to reflect on their learning and share their insights with the class.

Evidence of Success: Improved student engagement,academic performance,and critical thinking skills.

Problems Encountered andResources Required:Some students haveinitially resisted changes to traditional teaching methods. Implementing interactive learning methodsistime-consuming for faculty.Educational technology resources and support staff are required.

File Description	Documents
Best practices in the Institutional website	https://poonacollege.edu.in/e-resources-in-teaching-learning-process/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The Poona College of Arts, Science, and Commerce showcases its commitment to fostering a vibrant and inclusive community through the organization of the Poona College Cricket League (PCCL). This unique initiative exemplifies the institution's dedication to promoting not only academic excellence but also a holistic and collaborative approach to personal development.

The PCCL serves as a platform for both teaching and non-teaching staff to engage in friendly competition, promoting camaraderie and team spirit. This distinctive priority aligns with Poona College's ethos of nurturing a balanced and supportive environment for its community members.

By organizing events like the PCCL, the college emphasizes the importance of extracurricular activities in fostering physical fitness, mental well-being, and a sense of belonging among staff members. The tournament not only provides a recreational outlet but also strengthens the bond within the college community, contributing to a positive work culture.

Poona College of Arts, Science, and Commerce stands out for its commitment to holistic development, as evident in initiatives like the PCCL, which goes beyond academics to cultivate a sense of community, teamwork, and well-being among its staff members.

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

1.Implement modern teaching methodologies, incorporating technology for an interactive learning experience.

2.Strengthen the existing research centers and encourage faculty members to engage in high-impact research projects.

3.Facilitate collaboration with industries and other research institutions for joint ventures and knowledge exchange.

4.Expand career counseling services to assist students in making informed decisions about their academic and professional paths.

5.Organize workshops, seminars, and guest lectures by industry experts to provide practical insights and exposure.

6.Promote internships, industry visits, and experiential learning opportunities for students.

7.Assess and upgrade existing infrastructure, including

classrooms, laboratories, and library facilities.

8.Conduct periodic reviews of academic programs and administrative processes to ensure compliance with accreditation standards.

9.Seek feedback from students, faculty, and other stakeholders to identify areas of improvement.

10.Strengthen ties with the local community through outreach programs, social initiatives, and collaborative projects.

11.Encourage faculty to integrate technology into their teaching methods and explore innovative pedagogical approaches.

12.Regularly communicate with stakeholders, including students, parents, alumni, and the wider community, to keep them informed about the college's achievements and initiatives.