YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	THE POONA GUJARATI KELVANI MANDAL'S HARIBHAI. V. DESAI COLLEGE OF COMMERCE, ARTS & SCIENCE
• Name of the Head of the institution	Dr. Ganesh D. Raut
• Designation	Principal(in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02024450373
• Mobile no	8459772018
• Registered e-mail	principal.hvdc@gmail.com
• Alternate e-mail	principal@hvdesaicollege.org
• Address	596, Budhwar Peth, Pune-411002, Maharashtra
• City/Town	Pune
• State/UT	Maharashtra
• Pin Code	411002
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, Pune**
• Name of the IQAC Coordinator	**Dr. Sagar S. Jagtap**
• Phone No.	**02024450373**
• Alternate phone No.	**02024455423**
• Mobile	**9637742328**
• IQAC e-mail address	**iqac@hvdesaicollege.org**
• Alternate Email address	**sagar.jagtap@hvdesaicollege.org**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://hvdesaicollege.org/HVDesai/sites/default/files/inline-files/IQAC/AQAR_2019_20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://hvdesaicollege.org/HVDesai/sites/default/files/inline-files/IQAC/IQAC_Calendar_2020_21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**Nil**	**2004**	**08/01/2004**	**07/01/2009**
Cycle 2	**A**	**3.13**	**2012**	**15/09/2012**	**14/09/2017**
Cycle 3	**B+**	**2.75**	**2018**	**26/09/2018**	**25/09/2023**

6.Date of Establishment of IQAC	**01/01/2004**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	[View File](#)	
9.No. of IQAC meetings held during the year	3	
• 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. Training to all teachers on SPPU LMS 2. Online documentation of AQAR and Streamlined process of documentations 3. National workshop webinar on 'Feedback, SSS, Best and Distinctive Practices' 4. Workshop on Outcome Based Education 5. Webinar on IPR by Dr. Ashish Puranik for final year students and all teaching staff.

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

Plan of Action	Achievements/Outcomes
Online documentation submission	All the documents related to AQAR 2020-21 are collected in softcopy form. Green initiative:- A step toward paper less administration.
Academic audit for all teachers	Effective curriculum planning, delivery and documentation process.
Workshop on Outcome based education	Smooth curriculum delivery, flexible assessment models, measurable learning outcomes.
Webinar on IPR by Dr. Ashish Puranik for final year students and all teaching staff	Created awareness in students, research students and teachers about IPR and patent filing process.
Committee Presentations and guidelines to all teachers	Smooth execution of college committee work
Training to all teachers on SPPU LMS	Created more than 200 video lectures.
Online training for all teachers by Dr. Y. M. Mithare	Teachers learned various online platforms for teaching –learning and evaluation process.
National workshop webinar on 'Feedback, SSS, Best and Distinctive Practices' organized by Haribhai. V. Desai Arts, Science and Commerce College & IQAC Cluster in Collaboration with White Code	Created better understanding about the process of 'Feedback, SSS, Best and Distinctive Practices' amongst staff as per the new AQAR guidelines
Hands on training on Fire safety for nonteaching staff	Created awareness amongst the nonteaching staff about fire situation and lab safety.
Short term course on gender sensitization	Created awareness among the students and staff on gender issues.

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC Core Commiittee	28/03/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	02/02/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1   565

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

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

2.Student

2.1   **3860**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2   **2228**

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

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

2.3   **1251**

Number of outgoing/ final year students during the year

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

3.Academic

3.1   **64**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2   **0**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	565

File Description	Documents
Data Template	[View File]()

2.Student

2.1 Number of students during the year	3860

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	2228

File Description	Documents
Data Template	[View File]()

2.3 Number of outgoing/ final year students during the year	1251

File Description	Documents
Data Template	[View File]()

3.Academic

3.1 Number of full time teachers during the year	64

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	0

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	35
4.2 Total expenditure excluding salary during the year (INR in lakhs)	5676125
4.3 Total number of computers on campus for academic purposes	303

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

Being an affiliated college; the college follows the curriculum prescribed by the university. Foreffective delivery of the curriculum, the college has set up certain norms, procedures and practices. The Institution has an effective mechanism for well-planned curriculum and documentation. It implements the process of completion of curriculum within the stipulated time to attain the programme outcomes effectively. To execute the curriculum completion in time, at the beginning of each academic session the college prepares an academic calendar. The proposed academic calendar is prepared according to the notices and circulars received from the affiliating university. Accordingly, an effective time table is prepared. Students are informed about the academic calendar of the college notifying the probable teaching days, dates of internal examinations, curricular, extension related and co-curricular activities. Based on this, departments conduct meetings for allotment of classes and syllabus distribution among the teachers. Students are given details of

teaching assignment of each teacher at the beginning of a session by the department Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" according to the number of lectures allotted in the university syllabus for each topic. The list of holidays as per university and state circulars is put on the notice boards for the planning of the academic sessions.

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 examinations are conducted by the college on behalf of Savitribai Phule Pune University. In view of this, the college adheres to its academic calendar every year and is displayed on the notice board and on the website throughout the year. The academic calendar focuses on: 1. Term beginning and term end dates given by Savitribai Phule Pune University (SPPU). 2.Internal examination dates and events dates finalized by the meeting of the faculty heads, CEO and the Principal.3. The previous year Academic Calendar, Suggestions from the stakeholders and University declared holidays are considered by the committee. 4.The Academic calendar is discussed in departmental meetings and various suggestions received from the stakeholders are incorporated and the academic calendar is finalized. The finalized academic calendar is kept on the notice board and website throughout the year. A copy of the academic calendar is kept in every department and the working is adhered as per the guidelines for conduct of examination and related matters. All curricular, co-curricular and extra –curricular activities are planned by the various faculties as per academic calendar. The college declares the dates of the college examinations well in advance and the examinations dates received from the university are notified immediately so that students get ample time to prepare for examinations and the teachers complete the curriculum in time.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	https://hvdesaicollege.org/HVDesai/sites/default/files/inline-files/IQAC/IQAC_Calendar_2020_21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**C. Any 2 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	**No File Uploaded**

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

18

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

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

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

02

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

174

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

1.3 - Curriculum Enrichment

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

The university decides the syllabus and college has to follow it. However, various activities are organized throughout the year that help in effectively integrates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students. The internal complaint committee organizes programs on Woman Empowerment, Laws for Woman, Women's Day. An Environmental Science Department organizes various environment related programs to create awareness about nature, biodiversity, environment and sustainability. Guest lecture on value education have been organized for students to create scientific approach and social awareness among the students Voter's awareness program, Road safety Campaign, Blood donation camps, etc. have been organized for students. Thus, the college

integrates cross cutting issues associated with community and needs to be specifically addressed. It helps learners support their daily life, strengthen their social life and know their duties towards community. Discussing these issues with students by correlating the syllabus, helps develop strong relationship between community and nature. It makes students to know how to live as being a part of the ecosystem without disturbing it.

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.	No File Uploaded

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

04

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

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

93

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**D. Any 1 of the above**

File Description	Documents
URL for stakeholder feedback report	https://hvdesaicollege.org/HVDesai/sites/default/files/inline-files/IQAC/AQAR%202020-21%20_Stud_Feedback%20Analysis.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://hvdesaicollege.org/HVDesai/sites/default/files/inline-files/IQAC/AQAR%202020-21%20_Stud_Feedback%20Analysis.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3860

File Description	Documents
Any additional information	**No File Uploaded**
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

1355

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The students admitted to the college are from varied academic, cultural and social background. Their performance level is different from each other. The students are categorized as slow learners and advanced learners. The performance of the students in Internal Assessment is used for by faculties to identify slow and advanced learners in their respective subjects. Slow learners need extra attention and additional guidance to keep pace with teaching process. Hence, slow learners are encouraged to improve their performance in future by counselling and conducting remedial course for them. The remedial coaching helps the slow learners to do better in their examinations by making the conceptual clarity for students. Bridge courses are designed to meet the gap between the expectations of the course and academic standing of the students. Every teacher enjoys the freedom to follow any innovative idea of teaching they wish. If needed, teachers also take extra lectures to complete the syllabus. Advanced learners are encouraged to ask their concern freely and frequently with the teachers, in a formal way. Students are encouraged to refer advanced textbooks, journals and for their advanced studies. They are motivated to participate in seminar presentation, Poster

presentation, quiz competition, debates, etc.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
3850	**64**

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

College provides an effective platform for students to develop skills, knowledge, attitude and values to shape their behaviour in the correct manner. All departments conduct innovative programs which includes Question Answer sessions, Brainstorming activities. Quiz competition, Presentation competition and Poster presentation. Students' participation in regular virtual laboratory sessions. participating in seminars, community service. soft skill development training workshop enhances creativity, stimulate the creative ability of students by providing them a platform to nurture their problem-solving skills and ensure participative learning. Along with the traditional chalk and talk method, Faculty members make efforts in making the learning activity more interactive by Classroom discussion, home assignments, regular and surprise test. Teachers often use power-point projections during the lectures to demonstrate topics. Students' seminars are held after completion of a section of the syllabus and periodic review of performance of students is undertaken.Post-graduate students are specially trained to handle assignments, open-house seminars and dissertation to prepare themselves for academic research in future. Implementation of teaching plan is strictly monitored by the head of department.

File Description	Documents
Upload any additional information	**No File Uploaded**
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

Seminar and Conference room are digitally equipped with LCD's and projectors where guest lectures, expert talks and various competitions are regularly organized for students. Due to pandemic this year we rarely used offline resources.. Instead, faculties have used online platforms such as Zoom, Google-Meet, Microsoft Teams along with various ICT tools like CircuitMod, Online Compiler, Pentab etc in their teaching. Faculty have access to digital library, online search engines and websites to prepare effective presentations. Faculties prepare online quiz for students with the help of Google-Forms, MS-Team, Testmoz etc. Recording of more than 200 video lectures is made available to students for long term learning and future referencing. Various technical events and management events such as Poster making, Ad-mad show, project presentations, business quiz, debates, paper presentations etc. are being organized with the help of various Information Communication Tools.

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

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

64

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
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

64

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

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

31

File Description	Documents
Any additional information	**No File Uploaded**
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)	<u>View File</u>

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

886

File Description	Documents
Any additional information	**No File Uploaded**
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.

Continuous Internal Evaluation is carried out for all classes by all faculties for which university norms are strictly adhered. The schedules of internal assessments are communicated to students and faculty in the beginning of the semester through college academic calendar which is prepared based on the university academic calendar.

The college has reformed the continuous internal evaluation system from faculty centric to student centric. Examination section conducts examinations smoothly. The Exam cell framed guidelines for conducting the CIE in line with calendar of the Affiliated University and the Institution. As per the guidelines, the reforms initiated for Continuous Internal Examinations by examination section are as follows:

1. Scheduling of Internal Examination, 2. Preparing the question paper for the internal examination in the prescribed manner, 3. Scrutiny of the prepared question paper is carried out by HoD/ Subject expert to ensure quality of the question paper, 4. Monitoring the attendance of the students for the Examination, 5. Internal Assessment has to be carried out within the stipulated time. 6. After completion of the internal examination, the faculty evaluate the answer script and marks are displayed on the notice board, 7. Result review meetings are conducted with result analysis and the remedial actions for further improvements are arrived after discussion with faculty, HoD and Principal. Secrecy, Security and Sanctity in the examinations and evaluation system is adopted and followed.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The institute follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations. If students have grievances related to evaluation of answer scripts, it is intimated to the concern subject teacher and head of the department, if necessary, for further action. A College Examination Officer, senior teacher with more than 10 years of experience, takes lead in setting up the system to solve various types of grievances in a time bound manner. This year due to pandemic situation, all exams were conducted online through Microsoft Team and Google forms.

File Description	Documents
Any additional information	No File Uploaded
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.

The Learning Outcome based Curriculum Framework approach is envisioned to provide a focused, outcome-based syllabus. The institution has prepared Programme Outcomes for all the Programmes, Programme Specific outcomes, and course outcomes under them. They have been finalised as per inputs from NAAC Affiliated University and deliberation by various HODs and uploaded on the institutional website. The college proactively engages with the formulation and circulation of Learning outcomes, beginning with departmental holding meetings to draw up teaching plans to optimally achieve POs, PSOs and COs. With changes/revisions in existing syllabi, HODs and teachers chalk out teaching strategies and evaluation methods in alignment with these outcomes. The IQAC apprises staff of the learning outcomes and placed the POs, PSOs and COs of the UGC and University model curriculum for discussion and incorporation in the institution's transaction of curriculum. Teachers spell out the learning outcomes in the classroom at the

beginning of each semester and session. Thus, students are made aware of course/programme expectations at the very commencement of the teaching-learning process. The Student Satisfaction Survey (SSS) and result analysis is also another instrument by way of which the college takes feedback on the extent of student attainment of learning outcomes. Thus college employs multiple channels to make students and teachers aware of learning outcomes of courses and programmes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://hvdesaicollege.org/HVDesai/sites/default/files/inline-files/IQAC/2.6.2%20PO_PSO_CO%2020-21.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The POs and PSO'sare assessed and analysed with the help of course outcomes of the relevant courses. the assessment is based on direct examinations or observations of student knowledge or skills against measurable course outcomes. Regular internal examinations,home assignments,projects, case studies, problem solving methods, group discussions are conducted in addition to university examinations for mapping of the knowledge and skills expected under the course outcomes. At the end of each semester, university conducts examinations and based on the results published by university, the course outcomes are measured.

File Description	Documents
Upload any additional information	No File Uploaded
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

1215

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	**No File Uploaded**
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://hvdesaicollege.org/HVDesai/sites/default/files/inline-files/IQAC/Student%20Satisfaction%20Survey(SSS)_2020_21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

2

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

6

File Description	Documents
Any additional information	**No File Uploaded**
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

2

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

3.2 - Innovation Ecosystem

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

The College recognizes the importance of providing proper exposure to students through an ecosystem for innovation which includes incubation centre and similar initiatives for creation and transfer of knowledge. Students get experience by arranging distinct activities. They learn various dimensions of a business by simulation of business activities. In addition to this, students develop an insight about entrepreneurship as a career option. It includes acquisition of knowledge of economic aspects and financial literacy. In order to achieve these objectives, the college link the academics with industrial sector the institute facilitates interactions with industry by way of industry visit and Guest lectures by eminent industry personnel. Industrialist and professionals are invited to interact with learners thereby facilitating learning. The faculty& students are encouraged to take up research & developmental activities by utilizing the existing resources. The college invites entrepreneur alumni to share their success stories which motivate students.

File Description	Documents
Upload any additional information	**No File Uploaded**
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

14

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

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

1

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)	<u>View File</u>
Any additional information	**No File Uploaded**

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

54

File Description	Documents
Any additional information	**No File Uploaded**
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

25

File Description	Documents
Any additional information	**No File Uploaded**
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

The neighbourhood community belongs to middle- and lower-income group. They have less awareness towards health, safety, pollution etc. Area around the college is densely populated. To foster sensitivity about social issues among the students, the college organises various programmes through the National Service Scheme (NSS) along with a team of faculty members and students' community. The college conducts extension activities for the neighbourhood community as a part of its responsibility through the help of NGOs. Some of the following activities are regularly conducted.

1. **Environmental Awareness: Students came to know about various issues associated with environment and how these problems can be effectively addressed.**

2. **Covid Vaccination Drive.**

3. **Blood Donation Camp.**

4. Vaccine awareness guest lecture (microbiology)

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

01

File Description	Documents
Any additional information	View File
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

10

File Description	Documents
Reports of the event organized	**No File Uploaded**
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

444

File Description	Documents
Report of the event	**No File Uploaded**
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

1

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has adequate physical and academic facilities required as per University Grant Commission guidelines to run the different programs. The various departments in Arts, Commerce and Science streams are located in the separate blocks. The Classrooms, Laboratories and Seminar Halls are well equipped along with computing system and Internet facility. The college is well-equipped with the physical and technology-enabled infrastructure that supports to run smoothly the existing academic programmes and administration.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://hvdesaicollege.org/HVDesai/Infrastructure

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

The institution gives utmost importance to the overall development of the students and organizes various sports, games, and cultural activities. The college has a well-equipped gymnasium with necessary accessories and provides facilities for indoor games like table tennis, boxing, chess, carrom. As cultural activities are an integral part of the study, the students are permitted to participate in various cultural activities inside and outside the campus. It provides personal growth by learning skills, to meet

new people and to pass on the cultural traditions.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://hvdesaicollege.org/HVDesai/sportgallery

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

35

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://drive.google.com/file/d/1pteXKa_NJsy9bEUeq6LGlwuPBZ_hH21D/view?usp=sharing
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)

56.76

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
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)

College library is fully automated using ILMS since year 2017, details are as below

Name of ILMS Software: Vriddhi

Nature of Automation: Fully

Version : 2.0 build : 261.4

Year of Automation : 2017

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 toe-resources	**A. Any 4 or more of the above**

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

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

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

1.46

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

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

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

1

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

Internet facility is provided to all departments through wired connections. Wi-fi facility is available in the principal's office, all departments, NSS, Sports, Audio Visual Hall and Conference Room through college networks. Apart from this, the college has configured wi-fi routers to provide Wi-Fi facility at various places.

As per the requirement college regularly updates IT facilities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

303

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

4.3.3 - Bandwidth of internet connection in the Institution	**C.10 - 30MBPS**

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

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)

56.76

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

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 ensures optimal allocation and utilization of the available financial recourses for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students.

Laboratory: Record of maintenance is prepared and maintained by laboratory technicians, laboratory in charge and supervised by HODs of the concerned departments. The calibration, repairing and maintenance of sophisticated lab equipment's are done by the technicians.

Library: The requirement and list of books is obtained from the concerned departments and HOD's are involved in the process. The finalized list of required books is duly approved and signed by the principal. The library also obtains user's feedback. Their continuous feedback helps in introducing new ideas regarding library enrichment. To ensure return of books, 'no dues' from the library is mandatory for students before appearing for the examinations. The maintenance of the reading room and stock verification of library books is done regularly by library staff. Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked out and resolved by the library committee.

Sports: Maintenance of sports equipment the college sports are taken care of by the Director, Sports and Physical Education. The college provides necessary financial support for maintenance of the sports equipment's.

Computers: The maintenance of computers is done by external agencies as well as the system administrator as the case may be. ERP software is used for maintaining faculty and students' details. The campus is Internet and WIFI Enabled. Regular Updation is done by the agency.

Classrooms: The college has various committees for maintenance and upkeep of infrastructure. At the departmental level, HODs submit their requirements to the principal regarding classroom furniture and other equipment.

Additionally, laboratory assistant maintains the stock register by physically verifying the items round the year. Concerned Head of the Department performs department wise annual stock verification. Laboratory Assistant does regular maintenance of Computer Laboratory and equipment along with Laboratory attendant and the faculty In charge heads them. Concerned employees do regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns. College campus maintenance is monitored through regular inspection. Outsourcing is done for the maintenance of wooden, furniture, electrification, and plumbing. Maintenance of the water cooler and water purifier is

done on timely basis.

File Description	Documents
Upload any additional information	**No File Uploaded**
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

418

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

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

7

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	https://hvdesaicollege.org/HVDesai/ActivitiesList2020skillenhancementinitiatives
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

408

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

408

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

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

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

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

5

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	View File
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

48

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

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

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

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
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.

1

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)

There is no such student council in our college. But our students represent various committees which are formed in our college to conduct various activities. Students are nominated to each extension activities such as N.S.S., Cultural, Sports, Seminars and Conferences. Student's representation helps to get their views, opinions and suggestions. The Earn and Learn Scheme of the College is actively run for the students. They work in various departments, Office, Library and Laboratories of the college. They carry out various jobs like watering the plants in botanical garden, maintaining records in the library, maintaining the record of breakage and equipment list of the laboratories, data entry work in the office etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

2

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

Yes, there is a registered Alumni Association with following objectives:

- **To incorporate their interactions with the present students through lectures and events.**
- **To provide the channel for their feedback.**
- **To share their experiences and expertise with the present students.**
- **To act as a resource of academic and career guidance**

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)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

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

The Vision Statement:

To create a centre of academic excellence in the field of higher education and for development of the right skills oriented towards self-improvement, self-employment and life.

The Mission Statement:

- To advance the cause of higher education among the middle and lower income groups and among students coming from traditional business sections
- To provide an environment which fosters continuous improvement and innovation with technical support and facility to enhance student and faculty effectiveness.
- To inculcate among students the need for self-employment and the value of dignity of labour.
- To provide a sound academic base for an overall personality development for a successful career.
- To have community orientation and civic responsibilities in their outlook.
- To develop an orientation towards national and global needs as responsible citizen.

1. The institution practises a decentralised and participatory model of governance and all the stakeholders participate actively in the administration. The management governing body assigns authority to the Secretary and Principal and they share it with the functionaries at various levels in the college. The college has a hierarchy of authorities which includes, Principal at the top, next is the Vice Principals / In charges of each faculties, then the Heads of all the departments and finally the staff members.

2. The participation of the teachers and other stakeholders in the decision making is witnessed through the College Development Committee (CDC); a decision making body which plays a crucial role in determining and execution of the policies of the institution.

3. The participation of the teachers is also important in implementing the vision and mission of the college and thus they play a proactive role in the decision making process. Teachers are the conveners and members of the various committees that are important for the day-to-day functioning

of the college. Some of these , committees are, Student Welfare Committee, Admission Committee, Examination Committee, research Committee, Placement Cell, Entrepreneurship Cell, etc

4. The Examination Officer is appointed amongst the teachers for the smooth execution of college examination work.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The college strongly believes that decentralization and participative management brings desired results in academic, administrative and other activities.

Case Study:-

On the background of the pandemic, there was an urgent need for the common online platform for engaging online lectures. Many of the teaching staff members made a demand for such common online platform to their respective Heads of the departments. All the Heads then submitted an application to the Principal demanding the said facility through the Vice-Principals of their respective faculties. The Principal then approached the apex governing body for their consent and support in acquiring the online platform facility for the college. The management finally approved the demand of the teaching staff members and thus, the licenced copy of online platform Microsoft Teams was purchased and made available for the staff members for engaging online lectures. It proved to be very convenient for the teachers and the students both.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Institutional strategic plan is effectively deployed can be witnessed in the areas such as,

- **Successful Registration of Alumni Association**
- **Common online platform - MS Teams (digital infrastructure for teaching and learning)**
- **New Certificate and Value Added courses initiated**
- **FDP's for in-house staff**
- **LMS in collaboration with Savitribai Phule Pune University**
- **E-content development by staff**
- **MOUs and linkages**
- **Research Paper publication in reputed journals(CARE listed and peer reviewed)**
- **IPR activity**
- **Placement Drives (off campus)**
- **Extension of Library resources**
- **Faculty exchange programs**

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://docs.google.com/spreadsheets/d/19QR4fzJ5z2QJPup9sn7Hy2QEt4KSvWaTC9wXEc3CdZs/edit?usp=sharing
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 Governing Body of the college is 'The Poona Gujarati Kelawani Mandal" which is the apex body.

1. CDC (College Development Committee) is appointed to take various decisions regarding the developmental pans.

2. Principal – ensure effective and efficient co-ordination & control between the academic and administrative functions and regular follow-up is maintained.

3. Vice-Principals - assists the Principal in discharging

administrative duties smoothly & monitoring day to day college & office activity.

4. Head of Departments – ensure academic & administrative plans communicated to them by the Principal are implemented in a systematic manner.

5. Office superintendent – ensure the smooth function of office activity. The Head Clerk, Senior Clerk and junior clerks, assists him.

6. Committees – The college has following academic and administrative committees:-

   1. Admission Committee
   2. Magazine Committee
   3. Sports Committee
   4. NSS Committee.
   5. Science Association
   6. Commerce Association
   7. Soft Skills Development Cell
   8. Grievance redressal Cell
   9. Professional Skills Development
  10. Examination Committee
  11. Purchase Committee
  12. Discipline Committee
  13. Anti-ragging Committee
  14. Earn & Learn Committee
  15. Women empowerment Cell
  16. Students Council

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	**No File Uploaded**
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

The College initiates various measures for the welfare of teaching and non-teaching staff members.

These measures have proved to of immense use as they encourage the teaching and non-teaching staff to perform their best. Some of the staff welfare measures are as below:-

Teaching Staff:-

1. Soft Skill Development Committee conducts training classes for teachers which help in improving the teaching methods and overall communication skills.

2. The College has an active and efficient UGC Cell which assists the faculty members to apply for research projects, seminars, workshop etc.

3. The college regularly deputes teachers to participate in refresher and orientation courses to keep themselves updated.

4. The Management provides financial assistance for the conduct of Seminars, Workshop etc.

5. The management provides financial assistance for travelling to teachers who wish to go abroad to participate in seminars / conferences.

6. Financial assistance is also given to teachers for presenting

papers in seminars and workshops.

7. The department of microbiology regularly carries out health check-up for teaching and non-teaching staff.

8. The College promotes participation of the faculty members in the Faculty Development Programme organized by the Academic Staff College, Savitribai Phule Pune University.

9. Various leaves are granted as per policy.

Non- Teaching Staff:-

1. Rebate in college fees is provided to the wards of non-teaching staff members.

2. Training is given to non-teaching staff about the use of ICT Infrastructure.

3. Staff members pursuing higher education can use library facility and computers.

4. Interest free festival advance is granted on request.

5. Annual increments are given as per policy.

6. Preference is given to the wards of non-teaching staff members if they found suitable for a post while new recruitment.

7. Casual leaves are given as per policy.

8. If a staff takes leaves due to examinations, necessary alternate arrangements are made accordingly.

9. In case of accident or any other similar incidence, the college provides financial assistance to such employees.

10. Catering orders for the college events are provided to the non-teaching staff which improves their financial condition.

11. Uniform allowance and washing allowance are paid to the non-teaching staff.

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

0

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

3

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	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

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

82

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

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

The college has an effective performance appraisal system that ensures delivery of optimum performance by the members of teaching and non-teaching staff. The system functions as below:-

- Teachers need to submit self-appraisal reports at the end of the academic year. The reports are scrutinized by the Principal and necessary suggestions are made to the concerned teachers for improvements.
- Students also evaluate performance of teachers through feedback forms. The responses are analysed by the committee. A detailed report is forwarded to the Principal and necessary suggestions are made to the concerned teacher.
- IQAC monitors performance of teachers through the academic audit which is carried out at the end of every month. Teachers need to submit their academic contributions through a report at the time of academic audit.
- Teachers are issued diaries to record the activities carried out by them on daily basis. The heads of the department regularly check the diaries and make necessary suggestions for improvement in performance.
- Diaries are also issued to the members of non-teaching staff. The Office Superintendent regularly checks the diaries and makes appropriate suggestions for betterment of performance.
- The college has maintained a 'Suggestion Box', where students can register their complaints and suggestions. This box is opened every week and the suggestions of the students are taken into account.
- Feedback is also obtained from parents at the time of parent's meet. The feedback and suggestions are communicated to the teachers and non- teaching staff members for improvement.
- The college has maintained a 'Visitors Book' wherein the feedback of external resource persons, experts etc. is obtained for quality enhancement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The college regularly conducts internal and external audits. This ensures optimum utilization of financial resources. The college

has a well-established system for incurring expenditure under various heads. The system functions as below:-

- Teachers / Non-teaching staff members submit their requirement to the concerned Heads of the department.
- Head of the departments approves the same and forward it to the vice principals.
- Vice principals' makes specific recommendations and forward the requisition to the principal.
- The requisition is sanctioned and forwarded to the purchase committee by the Principal.
- Standard procedure is adopted by Purchase Committee at college level. The procedure consists of following steps:-

1. Invitation of tenders / quotations from various suppliers.
2. Evaluation of quotations on predefined parameters.
3. Preparation of Comparative statement.
4. Each supplier is called for discussion regarding terms & conditions.
5. Placing of order.
6. Ensuring that the purchases are made at the most competitive price.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 strives for optimized resource mobilization as the aided section of the college receives only salary grants from the state government.

The college has to incur many expenses over and above the salary expenditure. The college mobilizes funds in the following ways:-

- **Conduct of competitive examinations of state and central government like MPSC, UPSC, NET, SET etc.**
- **Letting out of college auditorium on holidays for various social programs.**
- **Charging moderate amount of fees for issue of various certificates to the students such as bonafide certificate, verification of student's credentials by the placement agencies etc.**
- **Outside students, on payment of moderate charges can use equipment in the science laboratories.**
- **Microbiology department carries out water testing for outside institutions on paid basis.**
- **Local Area Development Grants from Members of Parliament/ Legislative Assembly**
- **Jointly sponsored academic activities/exchanges**
- **Grants/donations/funds/memorial prizes/endowments from staff / management members/ alumni/ parents**

Optimum utilisation of resources :-

- **Use of college terrace/rooftop for developing Botanical garden.**
- **Instalment of Solar system on terrace**
- **Running of various faculties in different shifts to make better utilisation of infrastructure/classrooms**
- **Running of additional courses in the evening or on Sundays**
- **Creative use of unused storage space into different**

- cabins/cubical for staff, creating IQAC room, Conference room, Office front desk, Computer labs
- Use of parking space in front of the auditorium for organising exhibitions, lunch during seminars/ conferences
- Efficient use of college porch for organising competitions like rangoli, street play, etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

IQAC ensures quality assurance strategies through differentactivities. Variouscommittees have been formed towork in coordination with IQAC. Through such committees IQAC ensures smooth and efficient implementation of action plans and procedures. IQAC continouslymonitors the execution of work and provides suggestions for impovement.

Significant contributions made by IQAC during the current year

1. Training to all teachers on Learning Managment System in collboration with Savitribai Phule Pune University.

2. Training and orientation of staff for Online documentation of AQAR through tools like Google Forms,Google Sheetsand Google Drive

3. Organized National webinar on 'Feedback, SSS, Best and Distinctive Practices'

4. Organized Workshop on Outcome Based Education and Program Outcome (PO) , Program Specific Outcome(PSO) and Course Outcome (CO)

5. Webinar on IPR by Dr. Ashish Puranik (Vice Principal, BMCC College) for final year students and all teaching staff

6. Registration of Alumni association

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

IQAC continously reviews and monitors teaching learning process and methodologies through out the year. The teachers dairy designed by the IQAC based on NAAC peer team guidlinesallows IQAC to monitor and evaluatevarious kinds of curricular and co-curricular activities carried out by them along with teaching learning process.

The College has collaborated with Savitribai Phule Pune University(SPPU) for Learning Management System (LMS) and given training to staff for use of LMS.Using LMS facility, college staff members have created more than 200 videoswhich are available on SPPU LMS for students.

To strengthen the online teaching learning process, college has introduced and made available MicroSoft Teams Platform to teachers and students.

The College has organized Workshop on Outcome Based Education and Program Outcome (PO) , Program Specific Outcome(PSO) and Course Outcome (CO)

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	B. Any 3 of the above

recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://hvdesaicollege.org/HVDesai/sites/default/files/inline-files/IQAC/AnnualReport_2020-21.PDF
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 celebrates International Women's Day every year on 8 March to inculcate the values of women empowerment, its importance and applicability among female students. Many activities are carried out on this occasion. These activities include lectures by eminent female personalities, demonstration of self-defence, and legal advice to female students on various Sensitive issues.

This year Political Department of our college organised International Women's Day on 15-03-2021 where more than 80 female students and 20 male students participated in the program.

The college has also organized a six-day Short-Term Course on Gender Sensitization to promote women empowerment and gender equity during the academic year. The 6 days course has proved to be of immense use to the female students. Microbiology Department of our college organised the course and following activities:

The college organised one day workshop on Importance of social media and the precautions to be taken while using social media extensively. Experts in the area of social networking where

invited as resource person. The experts elaborated the need of social media to expand our personal and professional network. The experts also through light on the threats that could occur while using the social media without taking appropriate care. Students participated in this workshop with a large number they are also shared their queries with the experts.

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://hvdesaicollege.org/HVDesai/sites/default/files/inline-files/Facilities%20for%20womens%20safety%20and%20security.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	B. Any 3 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

The college initiates various measures to deal with solid, liquid and e-waste Following policy is adopted for waste management:-

1. Collection of waste

2. Classification of the waste

3. Processing

4. Disposal

1. Collection :-

Various wastes are collected from the canteen, laboratories, classrooms and campus. It is done by external agencies trained to deal with wastes.

1. Classification:-

The waste collected is classified depending upon its nature and category. This helps the college to process it in an effective manner.

1. Processing :-

Each type of waste is processed separately. Major aspects of processing the waste are as follows:-

Solid Waste:-

The college has installed Biogas plant to process the waste generated by the canteen and laboratories. This plant fulfills 6.25% of total gas requirement of the college. The gas produced is used in microbiology laboratory.

Liquid Waste:-

The chemicals generated by various laboratories are chemically neutralized and filtered prior to disposal. Expired chemicals are dealt with extreme care.

E-waste :-

The e- waste contains the material discarded by computer laboratories which is processed by Uniqom solutions services.

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:

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

`E. None of the above`

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

`A. Any 4 or all of the above`

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	**No File Uploaded**
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	**D. Any 1 of the above**

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

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

The college conducts several activities to provide an inclusive

environment to the students as well as to the staff. One of the most important practices is the celebration of birth and death anniversaries of eminent personalities and national and international leaders.

Students are encouraged to organise the entire program bye researching the life of the eminent personality. Students participate in the activity by delivering small speeches about the contribution of the person. Various departments also organize competitions on such days.

The cultural committee of the college organisers various events like Rangoli competition Mehndi competition and regional food competition etc.

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

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

The college sensitizes the students and the employees to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enable them to conduct as a responsible citizen.

To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment.

These elements are inculcated in the value system of the college community. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people as resource persons during various events.

The department of Political Science organised a webinar on 'Constitutional Day Celebration' to inculcate the various values as described in the constitution of India. Around 100 students participated in the activity.

The college conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules.

The affiliating University curriculum is framed with mandatory courses like Professional ethics and human values, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://hvdesaicollege.org/HVDesai/sites/default/files/inline-files/IQAC/Activities_List/constitution%20day%2026%20nov%2032021.pdf
Any other relevant information	Nil

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

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

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

The college celebrates/ organizes national and international commemorative days, events and festivals. National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. The college celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

- Republic day- The College celebrates Republic day on 26th January every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind the students about the constitution of the country and the need to abide by it at all times. The celebration includes the hoisting of national flag and spreading a warm message of nationalism in a speech by the Principal.

- Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. The institution college encourages students to remember our national leaders and their sacrifices.

- Gandhi Jayanti is celebrated every year on 2ndOctober to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff. In today's times we inspire students of our institution to follow the Gandhian ideologies of truth and nonviolence and inspire them to contribute towards the peace and prosperity of the Nation.

- Martyr's Day is observed to salute the Father of the Nation and the other martyr soldiers on 31st October every year.

- Sadbhavana Diwas is celebrated on 20th August every year to commemorate the birth Anniversary of Sardar Vallabh Bhai Patel.

- **International Yoga day is celebrated on 21st June every year. The departmentorganizes various activities followed by a speech to make everyone aware on how Yoga embodies unity of mind and body; thought and action; restraint and fulfilment.**

- **Voters Day is celebrated on 25th January wherein the students are given awareness on their duties and rights as a loyal citizen. Several departments are also actively involved in organizing events involving students, and staffs:**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
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.

Heritage Walk

Introduction

Craig D. Lounsbrough has precisely quoted as Destiny suggests that the effect of our life is to exceed the length of our life. Therefore, today never ends with today. With an association of IQAC and Faculty of Arts, Department of History is conducting 'Heritage Walk' since last ten years. There are more than 250 heritage sites in Pune which incorporates ancient, medieval and modern archetypal and sculptural historical sites. This is completely free of cost activity dedicatedly designed to highlight the role of history in the structural development of Pune city.

Objectives:

These are the intended outcomes of the "Heritage Walk" which showcases underlying principals of the activity.

- To bridge the academic sensibilities with social responsibilities

- To encourage students' and stake holders to preserve historical identity of the city

- To bring practical and theoretical mode of teaching history in one

- To create awareness among citizens about the key historic areas

- To provide directions and make it easier for tourists to link themselves to interesting places and important nodes

- To teach students' about the role of travel guide and translator

The Context:

Every unique activity invites distinct contextual features of challenging issues that need to be addressed in designing and implementing the activity. Pune is a hub of historical monuments spread around all of the corners. It was difficult to locate them into one direction as per the periods of the history, infrastructural variations, several reigns and its own beauties. Local people are unaware of this treasure. Initially it was difficult to convince them about the importance of historical sense and its preservation. Gradually social nuisance turned into brutal social force with the help of the students and authorities to preserve and conserve the immortal beauty of the heritages. Walking alone was never fruitful without assimilation along with academic discourse and cooperative participation of both students' and stakeholders. Declining interests towards these heritages and vanishing notions about the role of history in upbringing the city provoked students and faculties to run 'Heritage Walk'.

The Practice

This activity has taken its concise shape in more than last ten years. Faculties of the department of history train students' in first half of the year regarding several historical monuments and

sites as far as its location, distance, travel guide, refreshment services, academic background and financial need is concerned. Faculty would organize at least one visit to these places ones a month for students and society. Later on students take initiative for such heritage walks along with the stake holders. Sometime these heritage walks were organized for the people of distinct languages where Department of English plays important role for creating academic translators of English Language for narrating the history.

There are more than 250 historical sites for Heritage Walk. These sites are streamlined with the help of map and Department of Geography. Local transportation and sanctions and financial concessions are planned with the help of Department of Political Science. Interested student volunteers are categorized and scheduled with the help of academic calendar drafted with help of IQAC.

The historical places in Pune are a great tribute to the grandeur of the Maratha rulers and ancient Indians who lived here. One can learn a lot about the history and culture of ancient India by observing these monuments, such as the famous Aga Khan Palace, Shaniwar Wada, Vishram Bag Wada, Sinhgarh, Lalmahal, Shinde's Chatri, Pataleshwar temple, David Synagogue, Tribal Museum, Mahatrma Phule Museum, Raja Dinkar Kelkar Museum, Karla Caves, Bhaja Caves, Katraj Snake Park, Pune Okayama Friendship Garden and so on. The abode of a visionary and reformer couple in Pune has no longer need any formal introduction in India. It is Mahatma Phule Wada. The traditional structure has been named as a state-protected heritage site in 1972 under theMaharashtra Ancient Monuments and Archaeological Sites and Remains Act, 1960. The historical revolution in education for women, which paved way for the co-ed system of education in the country, was born in this house. The historical place is maintained by the Archaeological Department of Maharashtra government. Mahatma Phule and Savitribai Phule are one of the visionary couples from an era that laid the foundation of present-day India. Their contribution began from home, when Savitribai went to school amid social backlash. The meek-looking structure of the house where it all began is now hidden in the middle of a maze of other houses.It was just an introductory premiere of the beauty of Pune City.

Evidence of Success

Students' and societal mentality bridged the academic sensibilities with social responsibilities. Students' and stake

holders were encouraged to preserve historical identity of the city. Students' were taught theoretical syllabus by practical visit. Tourists' were easily provided direction to link themselves to interesting places and important nodes. Students' were understood the role of travel guide and translator. Heritage walks helped students and residents appreciate the Cultural Revolution and history of the area they live in. It gave them a sense of respect and responsibility towards restoration and preservation of their heritage. These places are taken for granted due to over familiarization and thus, get neglected. Once they participate in the heritage walk with appropriate explanation, a sense of respect and responsibility occurs and thus, the area gets restored, preserved and clean.

Problems Encountered and Resources Required

Initially, it was somehow difficult to tackle with the permission of Municipal Corporations; it was smoothly done with an exchange of words about the necessity of the activity. Local Community living around these monuments were unaware of the importance of an activity; conduction of smooth dialogues played a key role. Garbage and unwanted apparatus was a key issue; cleanliness drive along with Heritage Walk made things beautiful. Students' and residential were full of several rumors spread all around; acute historical discourse opened their eyes. Foreign and outsider tourists were confused due to linguistic barriers; students and faculties cum translators played a key role to simplify things. Simply, Preserving the heritage is nothing but Promoting the future.

Rainwater Harvesting

Introduction

Water is a precious, essential and an abiotic component of the ecosystem. One can not imagine life without water. Our earth is covered with 75% of water and 25% of the land but water scarcity is a global issue because the large extent of water is not used for the domestic purpose, irrigation purpose. Other reason for scarcity of water is lack of water conservation and pollution of water bodies. One of the solutions for such problem is the rainwater harvesting. So, let us not waste a drop of water and start conserving water for further use. In an area of regular rainfall the perfect alternative to overcome the water scarcity is the collection of rainwater by rainwater harvesting.

Rainwater harvesting is the simple process or technology used to conserve Rainwater by collecting, storing, conveying and purifying of Rainwater that runs off from rooftops, parks, roads, open grounds, etc. for later use. Falling rain furnishes clean, natural water and this is not astonishing because it is due to the distillation procedure. This harvesting does not include the water running from land into the streams, lakes, and rivers etc. It can be done in private buildings, public buildings and also in manufactured areas. With an association of IQAC and Department of Environmental Science, the college has implemented the Rainwater Harvesting Project. The college has installed pipes from the terrace and the Rain water falling on the terrace is gathered and is used for recharge the bore well.

Objectives

These are the purpose of installing Rainwater Harvesting Technique.

- Meet the growing needs and demands of water in the college.
- It decreases the run-off because it stops or blocks the drain.
- Prevent flooding of areas during rainy season.
- Increase the underground water level
- Decreases the groundwater pollution.
- Saves the water from wastage.
- Needs of water is completed.
- Educate students about the judiciously using the precious resource.

The Context:

The capturing and storing of rainwater goes back thousands of years to when we first started to farm the land and needed to find new ways of irrigating crops. In hotter climes, catching that intermittent rainfall often meant the difference between life and death for communities. While the need to conserve water fell away with greater urbanization in the last thousand years, we are once again returning to this ancient and vital part of greener living.

Rainwater Harvesting is an initiative to teach the students about rainwater conservation and in a small way giving it back to nature. H.V.Desai college is a wide spread educational campus with a vast area. There are several students studying in the main campus, whose daily requirement has to be served. There is terrace gardening which require water. With the annual rainfall of around

722 mm in this area provides good opportunities to harvest the rainwater. Rainwater harvesting helps in saving water and using recycled water in college for various purposes.

The Practices

The rainwater harvesting system is one of the best methods practiced and followed in the college with the help of Department of Environmental Science to support the conservation of water. This technique include two ways of harvesting rainwater. They are mainly Surface runoff harvesting and Roof top rainwater harvesting. In urban area rainwater flows away as surface runoff. This runoff could be caught and used for recharging aquifers by adopting surface runoff harvesting method. In rooftop harvesting, the roof becomes the catchments, and the rainwater is collected from the roof of the house/building. It can either be stored in a tank or diverted to artificial recharge system. This method is less expensive and very effective and if implemented properly helps in augmenting the ground water level of the area. Rainwater harvesting systems consists of the following components:

- Catchment- Used to collect and store the captured Rainwater.
- Conveyance system – It is used to transport the harvested water from the catchment to the recharge zone.
- Flush- It is used to flush out the first spell of rain.
- Filter – Used for filtering the collected Rainwater and remove pollutants.
- Tanks and the recharge structures: Used to store the filtered water which is ready to use.

Several factors play a vital role in the amount of water harvested these are features of the catchments, Impact on the environment, availability of the technology, the capacity of the storage tanks, types of the roof, its slope and its materials, the frequency, quantity and the quality of the rainfall.

Benefits of Rainwater Harvesting

The college has experienced many benefits from this modern technique of conserving water. These benefits include reduction in water wastage which helps in decline of water demand. It Promotes both water and energy conservation. It Improves the quality and quantity of groundwater. Helps in reducing the water bill. This technology is relatively simple, easy to install and operate. It

educates people about the efficient use of water. It is an excellent source of water for landscape irrigation with no chemicals and dissolved salts and free from all minerals.

File Description	Documents
Best practices in the Institutional website	https://hvdesaicollege.org/HVDesai/sites/default/files/inline-files/IQAC/Best%20practices%20final.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Haribhai V. Desai College is one of the premier institutes in the city of Pune. The college is a multidisciplinary institute. The college caters to the academic requirement in the faculty of Arts, Science, Commerce, B.B.A. and Computer Science. The college has 5 undergraduate departments, 5 Post Graduate Departments and 3 Research centres

Around 3500 students are enrolled every year. The college has been awarded Linguistic Minority Status by the State Government. Despite the status, the management of the college believes in the empowerment of the various strata in the society. It is notable that college follows all the rules and regulations regarding the reservation norms during admission process and students across all the caste and religion are admitted.

The college is situation in the central place of the city which is easily accessible not only from all parts of the city but from outside towns also. Majority of the students belong to middle and lower middle financial status. The college provides scholarship to the needy and deserving students to pay college and examination fees. Students are also permitted to pay the fees in instalment. The college also provides financial assistance to the students to participate in various academic activities.

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. Institutional Mail ID's for all staff members and hands on traning.
2. Google Scholar Account creatation and hands on traning
3. MS Teams (Online Platform) orientation program for staff.
4. Seminar on professional ethics
5. Vaccination Drive for student
6. Workshop on CAS and NEP
7. Orientation program on NAAC criteria
8. Workshop on NET/SET guidance
9. Modilipi
10. Initiative to paperless documentation
11. National and International Conferences.
12. Short term training Program. (Web Development)