YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Saket Gyanpeeth's, Saket College of Arts, Science & Commerce
• Name of the Head of the institution	Prof. (Dr.) Vasant Dnyandev Barhate
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	7208020258
• Mobile no	8652188905
• Registered e-mail	saketcollege2009@gmail.com
• Alternate e-mail	naac@saketcollege.edu.in
• Address	Saket Vidyanagari Marg, Kalyan East
• City/Town	Kalyan
• State/UT	Maharashtra
• Pin Code	421306
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**
• Name of the Affiliating University	**University of Mumbai**
• Name of the IQAC Coordinator	**Prof. Pooja Siddhanath Pandey**
• Phone No.	**7208020258**
• Alternate phone No.	**7208020259**
• Mobile	**9850735526**
• IQAC e-mail address	**naac@saketcollege.edu.in**
• Alternate Email address	**saketcollege2009@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://saketcollege.edu.in/wp-content/uploads/2022/07/AQAR-Report-2020-21-3.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://saketcollege.edu.in/wp-content/uploads/2022/11/1.1.1-Academic-Calender-2021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.12**	**2017**	**12/09/2017**	**11/09/2022**

6.Date of Establishment of IQAC	**10/07/2015**

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

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

The IQAC Organized & conducted orientation to staff members
The IQAC organized sessions on yoga and meditation for staff and students.
The IQAC organized Faculty Development Programs and conducted training sessions.
The IQAC organized an International Research Conference & IPR Session.
The IQAC Organized Health awareness sessions for the staff & students.

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
Effective implementation of teaching – learning , Faculty Development Program	**The faculties were given the opportunity to participate in FDPs for improving their skills required for teaching like FDP on Preparation of AQAR ,FDP on Microsoft and FDP on New Education Policy.**
Hindi Sahitya Parishad	**Various competitions were**

	organized under Hindi Pakhwara like essay writing, elocution, with participation of all students from various departments.
Marathi Vangmay Mandal	Various competitions were organized Marathi Pandharwada like essay Writing, Book Review, Drama, Advertisement, Elocution and certificates were issued to the winners.
Extra-Curricular Activities, Library learning Resource, Get Exam Ready.	The college had organized various intra and intercollegiate activities by using online as well as offline mode throughout the academic year . The various departments along with cultural committee, Students Council & WDC had taken initiative for involving students in various extra-curricular activities. The students were provided with notes for all the subjects. Question bank and test series were also provided to the students and exam conducted.
Career Guidance Sessions and Placement	The Career Guidance and Placement Cell had organized counseling sessions for students to orient them on how to prepare themselves for interviews and placement cell had also conducted online placement drive for students.
Guest Lecture	Throughout Various guest lectures, the students got an opportunity to know how their knowledge useful for Industry & Society. It also helps students to improve their personality and to get the better job Opportunities.

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Commitee	26/05/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	12/01/2023

15.Multidisciplinary / interdisciplinary

College ensures promotion of multi-disciplinary and inter-disciplinary learning on the campus in the following ways:

1. Faculty development programs on New Education Policy

2. Organisation of webinars, seminars & conference on different Multidisciplinary/interdisciplinary issues.

3. Introduction of several short term certificate courses with interdisciplinary nature.

4. Conduct of various awareness activities on cross cutting issues.

5. Promotion of Student & faculty members for completion of multi & interdisciplinary online course on platform like Microsoft Team.

16.Academic bank of credits (ABC):

Saket College of Arts, Science & Commerce, Kalyan promotes students to take up online courses, field work, projects as co- curricular activities. However, being an affiliated college, there are certain limitations in terms of autonomy to offer students' academic bank of credits and provide them flexibility in learning.

17.Skill development:

Saket College of Arts, Science & Commerce, Kalyan ensures skill development of students and faculty members at the college by organizing Quiz Competition (Jo jeeta woh Banker),Claim Your

Future ,Accounts Ka King and Queen ,The Bazaar (Stock Mock
),Dragan's Den , Historical PPT Competition, Short film competition
under Saket Gyanostav, Speak Your Mind at the campus &
implementation of certificate courses

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

Saket College of Arts, Science & Commerce, Kalyan promotes Indian
knowledge system through teaching Indian languages and culture. •
College has dedicated departments offering courses in Marathi, Hindi
languages • Various Indian language promotion activities are
regularly organized

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

Saket College of Arts, Science & Commerce, Kalyan focuses on Outcome
Based Education through following practices: 1.Introducing &
Communicating course program and specific program outcome to
stakeholder's 2.Communicating Result analysis along with action plan
for further improvement to management and parents.

20.Distance education/online education:

College facilitates learners for online education through Microsoft
team platform.

Extended Profile

1.Programme

1.1   **13**

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

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

2.Student

2.1   **1914**

Number of students during the year

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

2.2   **1587**

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   **593**

Number of outgoing/ final year students during the year

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

3.Academic

3.1   **28**

Number of full time teachers during the year

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

3.2   **51**

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	**13**

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

2.Student

2.1 Number of students during the year	**1914**

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	**1587**

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

2.3 Number of outgoing/ final year students during the year	**593**

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

3.Academic

3.1 Number of full time teachers during the year	**28**

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

3.2 Number of sanctioned posts during the year	51

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	43
4.2 Total expenditure excluding salary during the year (INR in lakhs)	12991309.53
4.3 Total number of computers on campus for academic purposes	160

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 Affiliated to the University of Mumbai,our college strictly adheres to the syllabus regime and guidelines prescribed by the University.

Online lectures in lieu of covid-19 pandemic were conducted through licensed MicroSoft Teams platform for First semester and offline lectures were conducted for year end semester.IQAC drafts the academic calendar to ensure effective planning and implementation of academic as well as curricular and extra-curricular activities followed by the approval of Principal.Teachers prepare Teaching plans for their respective subject adhering to systematic delivery of the curriculum and ensuring the number of lectures delivery per topic as prescribed in syllabus.Teaching plans prepared by the teachers are submitted to the Departmental Head.IQAC Coordinator collects the lecture plan from all the Departmental Head and submits it to the Principal.Teachers maintain an academic dairy for their individual

lectures and other activities which is monitored by the HOD and approved by the Principal.On completion of their respective subjects at the end of each semester, teachers submits a syllabus completion report which is verified by the IQAC and approved by Principal.The Departmental Heads and Committee Heads conduct meetings and the minutes of the same are recorded along with action taken plan.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/1.1.1-Lesson-Plan-Work-diary-Departmental-Minutes.pdf

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

Institute follows the internal and external evaluation system as prescribed by University of Mumbai.The Evaluation was conducted online on MicroSoft Teams App.Internal Evaluation for Self-Financed Courses are based on criteria such as Overall Performance including attendance,involvement of students in various activities (5 marks),Class test/Assignments/ Projects (20 Marks).The Internal Evaluation of Post Graduate Courses were conducted online in MST App.Every subject in PG Courses have 40% weightage in Internal Evaluation consisting of 20 marks for assignment and 20 marks for Viva and presentation.The Students of Information Technology (UG and PG) and Computer Science (UG) had to appear for the Practical Examination in addition to the Internal Evaluation.The Practical Examination was also conducted online,due to covid 19 pandemic situation as per the direction of University of Mumbai.

Value added and remedial courses are scheduled in such a way that there isno overlapping with the regular lectures and exam schedule of UG and PG programs.The Evaluation of respective Subject's Internal Examination was conducted by the Examination Cell, in accordance as prescribed by the University of Mumbai. As per direction of University of Mumbai & Govt. of Maharashtra all the internal examination were conducted through offline mode in year end semester.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/1.1.1-Academic-Calender-2021-22.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	B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

13

File Description	Documents
Any additional information	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)

7

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

284

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 Institute abides by the curriculum prescribed by University of Mumbai.To address the cross cutting issues,institute also organizes various Seminars/Guest lectures/competitions like elocution to sensitize students on issues such as ethics,gender sensitizing,etc along with their lectures.The firstand second-year students of traditional BA,BCom Courses along with BCom Self-Finance Courses adhere these themes in the Foundation Course paper,Environmental Science paper and Business Ethics paper.

Professional Ethics:Policy of the Ethic for faculty members,staff and learners were defined by our Saket Gyanpeeth Trust and work ethic like Regularity and punctuality in engaging the requisite number of lectures by teachers,transparency in financial dealings by adopting cashless payment by office.

Gender:Institute provides conducive and safe environment for learners.Predominantly girl students are also enrolled in our institute and the female staff in institute is also predominant.Institute organizes gender related talk on sexual harassment,Self Defence, women health and hygiene issues etc.

Environment and sustainability:Institute has well established water conservation system in place.Dry waste and wet waste awareness rallies along with street play were presented by our NSS students in college campus and neighbouring societies.To avoid the overflow of water tank automized on-off systemadopted.To save the paper Email,WhatsApp,SMS are used.One sided printed paper are used for rough work.To save energy ,College has an establish 30 KW Roof Top Solar system.

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

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

1

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

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

422

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	https://saketcollege.edu.in/2021-2022/
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	View File

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	View File
URL for feedback report	https://saketcollege.edu.in/2021-2022/

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

1914

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

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

501

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

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 Teachers for their respective subject conduct assessment apart from the examination as per the curriculum or based on the earlier result student those who score less than average marks are categorised as slow learners and students who score more than 75% considered as advanced learner. Extra lectures, Counselling sessions and mentoring program have been arranged for slow learners as well as advanced learners to simplify the difficult concepts of the subject as well as difficulty to understand the subject due to the constraint faced by online learning and vernacular medium. Teacher also maintains the record of slow and advanced learners with reference to their academic progress from entry level to exit level. On the basis of this, time to time effective measures taken by the teachers for improvement in the progress of slow as well as advance learner.

File Description	Documents
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/2.2.1-Slow-Learner-advanced-learner.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1914	28

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The various departments in the institute organizes an orientation program in the beginning of academic year to expose students about the various courses.The various courses outcome and programs outcomes are discussed with the students.At the beginning of new topic importance of the topic with reference to placement,industry need,environment etc. are discussed with the students,it will increase interest of the students in understanding the subjects.

Inter and intra-collegiate activities for students were organized by the institute.The institution had organized inter-collegiate event Gyanotssav in March 2022 which included various competitions like Accounting Quiz,Dragon's Den,Claim your Future preparing presentations, Ad-making competitions,essay writings etc.which provided experiential learning and exposed students towards problem solving approach.This initiative helps to increase active participation of students in various curricular,co-curricular and extra-curricular activities.

To expose the students with reference to industry functioning and the link between curriculum and industry needs college organizes industrial visits.College organizes placement drive by inviting industries from different sectors like banking,pharmaceutical, insurances,marketing,etc.where few students were recruited based

on their skills and competencies and all the students gotexposed with respect to different types of interviews like personal interview,group discussions,subject based interview.This helped them for placement in various industry sectors.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/2.3.1-Student-centric-activities.pdf

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

The academic session for 2021-22 was conducted in online/ offline mode. The institute had facillitated online platform licensed Microsoft Teams for organizing lectures. Lectures were conducted by using the Microsoft Team App and various ICT tools like Microsoft Excel, Microsoft PowerPoint to teach the students. Practical demonstrations are shown to IT and CS Students. Google forms and Microsoft forms were used for collecting feedbacks. In addition to the online lecture delivery ICT was also used for various academic purposes like use of videos from live sources such as you-tube, email learning resources to learners, use of WhatsApp groups to discuss the matters of current affairs, use of e-resources and internet for preparation of teaching reference material etc. This helped to improve the soft skills of the learners.

File Description	Documents
Upload any additional information	View File
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

28

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

28

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

2

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)	[View File](#)

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

2.4.3.1 - Total experience of full-time teachers

28

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.

Students are informed well in advance about the examination schedule through the website and notice board of the college. The internal assessment of the students was conducted as per the curriculum prescribed. 25% marks of individual subject constitutes of Internal Assessments. While evaluating the Internal Assessments, teachers consider attendance, overall performance and class test of multiple-choice questions or assignments while allotting the marks to the respective students. Choice to the students will be given for internal exam to select multiple choice question test or assignment or project. All the information with regards to the examination were made timely available to the students. The students unable to appear for the examination due to any reasons were given an opportunity to appear for the Additional Internal Assessment. The teachers evaluate each student's score based on the evaluation parameters prescribed by the University of Mumbai and submits it to the Head of Department. The Head of each Department verifies the marks entered and submits it to the Exam Committee Chairperson for declaration of result.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/2.5.1-Examination-Circular-2021-22.pdf

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

The examination of 2021-22 were conducted online/offline. The Exam Committee had designated various persons as point of contact and

the students were informed about the same to contact them in case of any discrepancies or grievances. Students could submit their grievances through website link. The grievances received by the respective contact persons & through the website link was conveyed to the Exam Committee Chairperson and adequate steps were taken to resolve the grievances faced by the students and informed to the students. The students unable to appear for the examination due to any reasons were given an opportunity to appear for the Additional examination conducted.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/2.5.1-Students-Grivance-2021-2022.pdf

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.

Our college being non- autonomous & affiliated to Mumbai University hence syllabus prescribed by Mumbai University is adopted. As per the guidelines of Mumbai University, Programme outcomes and the course outcomes are stated in the college website which can be accessed by students as well as the staff.

The course outcomes of all the programmes clearly mention the learning objectives and the learning outcomes. The students are oriented about the courses during their orientation program also.At the beginning of all semester teachers discuss the syllabus by giving importance of the topic with reference to placement, industry need, environment etc. It helps to increase interest of the students in understanding the subjects. References & study material are shared with students to enhance their learning experiences.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://saketcollege.edu.in/course-outcome/
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

The program outcomes and course outcomes are evaluated by doing a result analysis after each session and collecting student's feedback about the courses. The result analysis of each class is submitted to the exam committee and is presented before the Principal for approval or necessary action to be implemented for improvement thereof.

Mentor - mentee system is actively practiced in all the departments. The Head of the department assigns faculty members as mentors over some students for the entire duration of their study. The mentor maintains the profile of all the assigned students about their academic performance, co-curricular and extra-curricular activities along with their unique achievements. The mentor monitors the regularity and discipline of the mentee. The overall performance of the student is discussed with the parents in Parents-Teachers meeting. The students are free to approach the mentor for academic and non-academic support. The mentor counsels and motivates the students towards their career achievements. The students are encouraged and trained to participate in co-curricular and extra-curricular activities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://saketcollege.edu.in/course-outcome/

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

501

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	Nill

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://saketcollege.edu.in/wp-content/uploads/2022/12/2.7.1-Students-Satisfaction-Survey.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)

Nil

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

0

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

0

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

3.2 - Innovation Ecosystem

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

The Institute has created an eco-system for

- **Recruiting and developing desirable human resourse.**
- **Stress management for students and staffthrough Yoga practices.**

College recruits meritorious, dynamic and enterprising young faculty through an elaborate selection process that involves careful scrutiny of applications, testing of knowledge, teaching skills and selection through interviews.

The college has an eco-system where the students well being is taken care of .The institute has signed MOU with 'TheYoga Institute' where knowledge of asanas and pranayamas is imparted to students and staff.

Apart from that, College has signed MOU's for faculty exchange to create a collaborative eco-system.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2023/01/3.2.1-MOUS-Yoga-Ins.-Faculty-Ex..pdf

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

1

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	NIL
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**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

4

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

7

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

3.4 - Extension Activities

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

The institute firmly believes in holistic development centered on quality education. It aims at sensitizing students towards social issues and serving the community. The Institution is committed to serving the community through its extension activities by involving students and faculties of all departments and various committees such as NSS.

They have been trained to respond quickly whenever there is a need. They have shown great initiative both in active situations like flood relief and passive ones like traffic safety.

Under the Health and Hygiene activities poster making for Covid 19 awareness,mask distribution,Quiz competition on occasion of World Tobacco Day, and webinars on Yoga Day,Awareness of AIDS and people with disabilities were conducted.The institute also organized

competitions for developing civic sense in students such as poster making, essay writing,reciting poems, and Quiz competition.

Awareness program on women health issues by an experienced gynecologist Dr. Jaishree Bankira was organized for girl's students & female staff.Preventive measures on breast cancer were also discussed.

College provided its infrastructure access to The Local Municipal Authorities for operating Covid -19 vaccine center.The Surroundings Neighborhood people as well as students of nearby schools & colleges benefited.These experiences have awakened human values in students thereby contributing to holistic development of students.

File Description	Documents
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/3.4.1-Extension-Activities.pdf
Upload any additional information	View File

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

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

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

YRC etc., during the year

21

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

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

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

1038

File Description	Documents
Report of the event	View File
Any additional information	View File
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

16

File Description	Documents
e-copies of related Document	**No File Uploaded**
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

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	[View File](#)
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.

Great care is taken in creating and hosting Academic and support facilities for the Students. The physical facilities including Laboratories, Library, Classrooms and Computers, Sports Complex etc., are made, of high quality which are available for the College Students. These facilities are upgraded and augmented periodically. The infrastructure includes Three Computer Laboratories in the college. These labs cater the needs of various departments, they are equipped with advanced computers and accessorized with latest tools and licensed software packages, connected through LAN and Internet with Wi-Fi facility. The College has adequate number of the latest configuration computers with internet connections, Wi-Fi facility, connected through LAN

and the utility software's distributed in different sessions of the college like Office, Laboratories, Library, etc.

The College mainly focuses on class room teaching including all the basic facilities like fans, lighting etc. The classrooms are spacious, properly ventilated, and equipped with adequate quality furniture according to the capacity of class room. They are furnished with good furniture according to the capacity of the class rooms. The College infrastructure embraces of an impressive auditorium with a capacity of 158 seats, equipped with all modern gadgets and it caters to conferences and seminars, at both National and International levels. The institute also has its separate girls and boys common room equipped with adequate facilities.

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

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

College has well –equipped gymnasium of 19.50 *12.50 mt. established in the year 2004-05. This facility is free for Students and Staff.In 2015-16, The Institute has upgraded with body building gym eqiupments for students better health and body.The facility is adequate for sports like, Indoor games which include Chess, Carom, and Table Tennis etc. These Sports facilities and the other platforms supporting overall development of all College Students. College has its sports in-charge encouraging Students towards Sports and providing training in various sports to students to enable them to participate in the sports competition at university, national and international level. Our management is providing a separate budget for maintenance and purchase of sports equipment.

Institute also has Yoga Centre with dedicated Yoga instructor. Special Yoga sessions are conducted on Meditation, Surya-Namaskar for students and staff.

The institute also conducts various cultural events throughout the year. This year all the cultural events were conducted online but the institute has its own permanent platform with open ground for

all the cultural activities. Cultural head innovatively arrange events and students participated in large number. Teachers and management encourage students to participate in various inter-collegiate and intra-collegiate cultural events such as quiz, theatre, drama, dance, singing, treasure hunt etc. Activities like Vihang- cultural fest, Gyanotsav- academic fest were organized for students.The birth anniversaries of Rashtrapita Mahatma Gandhi, Chattrapati Shivaji Maharaj, Dr. Babasaheb Ambedkar etc. were also celebrated along with lectures about their contributions to society.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://saketcollege.edu.in/photos/

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

10

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://saketcollege.edu.in/photos/
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)

1474305

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

4.2 - Library as a Learning Resource

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

The Institute has dedicated Library space with access to Storage, Reading and Computers access to the students and teachers in Campus.The collection includes more than 30,000 books, 29 journals. It functions in semi-automated mode and has a spacious reading hall and reference section. It can accommodate 80 users at anypoint of time.

The various book keeping activities of the library such as Data Entry, Issue and return and renewal of books, members logins,etc are done on software provided by E- granthalaya. The books are Bar coded and the users are given unique bar code ID.Apart from the printed books, the library is having access to E-resources like shodhganga,etc.

Library is also equipped with Computers with Internet connections for reference purposes for staff and students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://saketcollege.edu.in/wp-content/uploads/2022/12/WhatsApp-Image-2022-12-23-at-4.05.57-PM.jpeg

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	**B. Any 3 of the above**

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

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

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

104500

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

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

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

46

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

Institute consists of various IT facilities to facilated student's teaching-learning process. It includes various computers connecting with wi-fi, routers, mobile phones and ICT laboratories.

Wifi-router has been installed in the college.College building hasbetter wifi connectivity with the speed of 100 MBPS. Wi-fi speed is monitered on a regular basis. A dedicated IT teamis assigned for solving queries and maintaining IT infrastructure the premises.

The institute has computer labs consisting of 160computers with installed licensed of upgraded version of windows 11 with wi-fi connections. The institute also has EPABX – telephone facility, Raspberry Pi-Kit, Photocopy machine, printers, scanner and note counting machine with regular updating service.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://saketcollege.edu.in/photos/

4.3.2 - Number of Computers

160

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	[View File](#)

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

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

1474305

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

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

The maintenance of physical, academic and support facilities are carried out by respective departments with the help of In house staff periodically. The equipment's, machines etc. are kept in working conditions by the supervisors appointed to monitor and maintained the physical facilities and housekeeping.

1. **Laboratories: The Computer lab has a full time lab assistant and an attendant who supervise, maintain and upgrade the lab from time to time.**
2. **Library: Librarian with support staff is appointed to maintain it timely.The focus is on the availability and utilisation of instructional material**
3. **Sports Ground and equipment's: Physical Director of the Institute looks after the sports facilities and activities. The Sport equipment's are issued to the students as per the schedule of events.**
4. **Classrooms: Classrooms are spacious and airy with cross ventilations. They are cleaned daily.**
5. **Electrical, Drinking water, Lift etc.: Institute has employed technician and plumber for up keeping and maintenance of electrical eqiupments, water facility and lift.**
6. **CCTV, Security etc.: The CCTV is installed in common area and every classroom of college. The security staff including ladies guards under a security supervisor are employed to monitorthe whole premises and maintain discipline.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/WhatsApp-Image-2022-12-23-at-4.06.03-PM.jpeg

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

374

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

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

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

3

File Description	Documents
Upload any additional information	**No File Uploaded**
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://saketcollege.edu.in/wp-content/uploads/2022/12/1.2.3-Certification-Coures.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

561

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

76

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	B. Any 3 of the above

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

39

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

97

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.

0

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

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

The college has formed a Students' Council which includes Office Bearers and members from different committees. This boosts the leadership skills of the students and improves student-faculty rapport. Various events were organized successfully by students independently. Anti-ragging Awareness Lecture was organized which imparted the issues ragging can cause to students. Numerous literary and artistic events and competitions were organized by Students Council like Book & Poem Reading competition, Elocution Competition,Essay Writing Competition,Poster Making Competition and so on which enhanced students' literary and artistic skills and brought about an excellence in their linguistic skills.Guest lectures were also organized by different departments which imparted in-depth knowledge on different topics to students. Webinars were organized by NSS in association with the student council on Waste management, health awareness, and constitution day which provided the students a platform to gain more knowledge on Health, waste management techniques and other social issues. Students' council in association with Cultural committee and WDC also organized cultural events like Vihaang and Gyanotsav, Cyber Security Awareness Program, Paper and Crafts making, Seminar on Yoga for Healthy life, etc .Women development cell also conducted various competitions and lectures for students including awareness session on Breast Cancer, Self-Defence Program, etc.

File Description	Documents
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/5.3.2-Student-Council-activities.pdf
Upload any additional information	View File

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

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

257

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

College is having alumni association which is not registered. A semester wise meeting of the alumni association is conducted, and alumni activity is decided semester wise. Lecture sessions of eminent alumni are organized to share their experiences and explain how the students should achieve their goals. A lecture on "Career in Tourism" by Ms. Shaila Deware –eminent alumni was organized on 30th August 2021 on Microsoft Teams App for students and staff.

File Description	Documents
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/5.4.1-Alumni-Meeting.pdf
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

Vision: To develop young citizens into competent, intellectual & committed human beings with a moral and social responsibility, capable of surviving in a competitive world.

Mission:To equip students with appropriate knowledge and suitable skills in their chosen discipline.

- To provide education opportunities to all aspirants and especially to students from weaker sections of society through a need based financial support system.
- To provide value-based education to mould them into dutiful and responsible citizens.
- To recognize and promote student's potential and offer a platform for their overall development.
- To provide integrated learning experiences to equip students with qualities that will enable them to realize their ambition.
- To focus on providing vocational education.College has Internal Quality Assurance Cell (IQAC) which monitor & evaluate the policies & Plans through continuous interactions with faculty members & Staffs.College has College Development Committees.Regular meetings of CDC are conducted to review & approve the budget & Annual Quality Assurance Report AQAR before submission & discussion on

other matters as per the provision of University Act.The
College Management formulates strategy & policy based on
inputs & recommendations of IQAC & CDC.The academic
activities are carried out and monitored by IQAC under the
supervision of the principal.

File Description	Documents
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/CDC-Meetings.pdf
Upload any additional information	View File

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

College Management ensures the Participation of Faculty & staff
members at all levels. Management involvement is at the strategic
level.IQAC is empowered & has autonomy in the line with vision,
mission & goal of the institution at all operational level.The
management and the Principal always encourage the practice of
decentralization in most of the activities of the college. For
examples:

1. Decentralization in Teaching Process: Every department has a
   Coordinator, who monitors affairs of the department.There
   are separate committees at the College level which take care
   of the respective functions like Discipline
   Committee,Research Cell,Women Development Cell, Anti Ragging
   Cell,Cultural,Admission,Students Grievance
   Redressal,Placement Celland many more.Students are
   empoweredas leaders incommittees like Cultural
   Committee,NSS,Sports,Students Council to carry out extra-
   curricular activities.
2. Participative Management:College Development Committee
   consists of teaching and non-teaching representatives.This
   committee formulates plans and monitor's progress.
3. The Research Cell organized an International
   Multidisciplinary Conference in collaboration with IQAC and
   Pramod Ram Ujagar Tiwari Saket Insititute of Mangement in
   May 2022 on "Indian Economy after 75 years: Issues,
   Challenges & Opportunities".The Library Committee along with
   IQAC organized one day workshop on Intellectual Property
   Rights for staff & students,which are reflective of the
   decentralization processes followed in the institution.

File Description	Documents
Paste link for additional information	https://saketcollege.edu.in/aqar-weblink-2021-22/
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- **Organisingof Skill enhancement and capability development activities for students.**
- **Organising of workshop on IPR for faculty & students.**
- **Promotion of Research culture among the students and teachers.**
- **Acquisition of LMS for online teaching**
- **Strengthening of e-governance**
- **Upgrading and updating of college website.**
- **Introducing add on-skill enhancementbased Certificate Courses**
- **Implementation of feedback system.**
- **Continuation of the Yoga Center.**
- **Organising of Workshops, seminar, training programmes on subject related themes**
- **Organising of Pre-Placement Talk & Placement Drive**
- **Creation of facilities for Divyangan(differently abled)**

Continuation of the Yoga Center (Yoga For All):

The benefits of yoga are multi-fold.In view of Covid-19 Pandemic the almost entire population is facing mental stress & health issues. To overcome thisthe college has made MOU with "The Yoga Institute",which provides certified trainers who conduct Yoga sessions for students & staff on regularbasis. Various yoga asanas, Hatha yoga, Ashtanga Yoga & various breathing yoga exercises are taught to the students & staff .Our college has established a Yoga Centre well equipped with Yoga Mats & other accessories.The college also plans to implement Certificate Course in Yoga for students from next academic year.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/6.2.1-Strategic-perspective-plan.pdf
Upload any additional information	No File Uploaded

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

The organogram of the college describes the structure of the administrative set up and hierarchy. The management team consists of the Board of trustees managed by the Chairman,Secretary,Treasurer and the Chief Executive Officer (CEO).CEO bridges the communication gap between management and head of the institute. Academic and administrative decisions are taken by the Head of the Institute.The administration of the college is directed by the principal.The Principal & Vice Principal implement the plans & policies of the college.They ensure that all academic & administrativepolicies function efficiently, for which purpose various committees are constituted.Department Heads & teachers of department are responsible for administering their respective department, conducting and organizing curricular & co-curricular activities for the students.The Librarian administers& managesthe learning resources as required for the students & staff.The Office Superintendent is the head of non- teaching & technical staff of the college,with the support staff ensures the administration of various sections under the instructions of the principal & vice principal.Appointments, Service rule and related procedure college follows as per the norms of University of Mumbai and Government of Maharashtra through our CDC.

File Description	Documents
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/6.2.2-Organogram.pdf
Link to Organogram of the institution webpage	https://saketcollege.edu.in/wp-content/uploads/2022/12/6.2.2-Organogram.pdf
Upload any additional information	View File

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

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

Ans -

Teaching

- Separate library reading facility available.
- Free Registration for Publishing Research Paper for Conferences/Workshops organized by the College.
- Tea and Aqua Guard drinking water Facility.
- Felicitating Employees for their achievements
- Birthday Celebration and Greetings to employees on their Birthday.
- Gifts for Diwali Festival.
- 100 percent fees waived off for wards of teaching staff studying in any institute of Saket Gyanpeeth.

- Use of Gymnasium facility free of cost.
- Free medical check up facility
- Reimbursement of fees for attending conferences, seminars and workshops.
- Free Yoga Sessions.

Non-Teaching

- Tea and Aqua Guard drinking water Facility.
- Gifts on Diwali Festival
- 100 percent fees waived off for wards of non-teaching staff studying in any institute of Saket Gyanpeeth.
- Use of Gymnasium facility free of cost.
- Free medical checkup facility.
- Free Yoga Sessions.

Students

- Separate common room facilities for Boys and Girls.
- Felicitation by Management on their academic achievements and co-curricular activities.
- Book- Bank Facility for students.
- Special coaching for preparation of competitive exams.
- Lift,Ramp,wash roomfacility for Divyanjan.
- Installment facility in fees for economically weaker students is provided.
- Fees concession is provided to physically disabled students.
- Free medical checkup facility
- Free Certification Program.
- Free Yoga.
- Sanitary Pad vending machine.

File Description	Documents
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/6.3.1-Staff-Welfare-Activities.pdf
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

8

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

5

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	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

17

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	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

Self-Appraisal form designed by IQAC which is approved by the Principal & the Management. At the end of academic year, all the staff submit the duly filled Self Appraisal form. Vice Principal & Chief Coordinator analyzed the self-appraisal form of staff, on the basis of Score obtained grading with respect to performance of staff is given viz . up to the mark, Good, Very Good & Excellent. Finally, the grading of the staff will be verified & approved by the principal. On the basis of grading areas of Improvement if any are communicated to the concerned staff .so that staff will plan to improve in their respective area in the next academic year. In addition to this, on the basis of the teacher's feedback collected from the students the Principal meets the respective staff members & then conveys the feedback report, suggests improvement if required & submits the report to the management thereafter.

A review meeting for non-teaching staff is also conducted by the Principal & a report is submitted to the management.

File Description	Documents
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/6.3.5-Performance-Apparisal-Form.pdf
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

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

External Audit: The management has assigned the external financial audit work to a professional Chartered Accountant's firm. The Books of Account, Vouchers and receipt books, reconciliation statements and other related documents are verified and audited by the Chartered Accountant's Firm and submits the report along with the Income and Expenditure Account and balance sheet on a timely basis. The audited income and expenditure account and balance sheet and Auditor's report is placed before the College Development Committee and the Governing Council of college for consideration and approval. Internal Audit: The management has assigned the responsibility of Internal Audit including verification of vouchers,receipts and reconciliation statements to well experienced and qualified Accounts Manager. The accounts manager regularly conducts internal checks to ensure proper maintenance of books of accounts and all statutory compliance.

Queries raised by the auditor in the audit report are discussed with the Principal of the Colleg andthe management and accordingly planning to be made to improve the academic audit for the next year.

File Description	Documents
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/6.4.1-Audits.pdf
Upload any additional information	View File

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

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

0

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

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

The major sources of receipt of funds for the college are:

1. Fees collection for unaided programs as per guidelines laid down by the University of Mumbai and Government of Maharashtra.

2. Library fees, Gymkhana fees, etc. are collected from students.

The college ensures finest utilization of financial resources in the following manner:

1. The IQAC intimates all the departments and committees to prepare an academic plan of the activities and their requirements. These requirements are based on the activities planned for the current academic year.

2. Purchase committee, IQAC and the Principal discuss the requirements for major academic and physical facilities.

3. Purchase committee, Office Superintendent and accounting staff along with Principal streamline the budget requirement and finalize the budget.

4. The finalized budget is presented in the meeting of the College Development Committee where it is discussed and approved.

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

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

1) Conduct of Academic &Administrative Audit & Implementation of value added and placement-based Certificate Course:The IQAC of the college has always been instrumental in keeping the academic and administrative processes in continuous upgrading manner. To achieve the same, IQAC in collaboration with teaching staff and office staff conducted Academic and Administrative Audit (AAA) by external auditor team. Suggestions given by Audit Team were conveyed to Management by Principal along with Action Taken Plan.Management accepted and approved the suggestions given by the Audit Team.IQAC also implemented 07 certificate courses which are helpful for Personality Development as well as placement of the students.

2) Faculty Development Program and Student Development Program:The IQAC in collaboration with the Association of Mutual Funds of India had organized a one-day workshop for staff and students on Financial Planning Regarding Investment.The workshop helped the staff to understand the benefits of financial planning and its relevance for wealth creation.The IQAC in association with Research Cell had organized a one-day International Conference for staff and students on"Indian Economy after 75 years: Issues, Challenges & Opportunities".This conference made aware participants about the progress of Indian Economy .The Library Committee along with IQAC organized one day workshop on "Intellectual Property Rights".

File Description	Documents
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/6.5.1-IQAC-Meeting-Minutes.pdf
Upload any additional information	View File

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

During the academic year 2020-21,due to pandemic and lockdown situation which posed severe challenges,lectures were conducted in online mode using Licensed MST platform.IQAC motivates teachers to

attend webinars related to developing e-content for online teaching.Teachers were also provided trainingto orient them about the use and application of MST.The departments plan academic activities which include orientation sessions,teaching plan,and daily work report of staff and organizing of extracurricular and co-curricular activities.The departments take the permission of IQAC before organizing any activities and submit a proposal of the same. After the conduct of each activity a detailed report along with feedback analysis is submitted to IQAC.At the end of every semester a declaration for completion of syllabus is submitted by each faculty to their coordinators which in turn is reviewed by the IQAC.The IQAC suggest recommendations on improving the conduct of activities as and when required.Feedback is also collected from students for the teaching learning process towards the end of every semester.In addition to this IQAC conducted Academic and Administrative Audit (AAA) and workshop on Intellectual Property Rights.This will help to upgrade the academic and administrative function of the college.IQAC also collected duly filled Self Appraisal Form to monitor the performance of the staff.

File Description	Documents
Paste link for additional information	https://saketcollege.edu.in/wp-content/uploads/2022/12/3.2.2-IPR.pdf
Upload any additional information	No File Uploaded

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

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has formed various committees under IQAC which carry out various activities for the promotion of gender equity.

The committees organize various curricular and co-curricular activities and also provide various facilities for girls and women in the campus.

Committees such as Women Development Cell, Cultural Committee, Students council, NSS organize activities such as Workshop on Self Defense, Yoga for healthy life, webinar on Health requires healthy food & Breast Cancer Awareness, Voter awareness, Fundamental Rights and Duties, Consumerism & financial literacy workshop for enabling students to become financially and physically independent. Various Facilities for girls and boys are available in the institute such as Girls Common Room and Boys Common Room. Separate Washrooms are provided for maintaining hygiene on each floors.

Sanitary Pads vending machine is installed in the girl's washroom and in female staff washrooms as well.

File Description	Documents
Annual gender sensitization action plan	https://saketcollege.edu.in/wp-content/uploads/2022/12/6.4.1-Audits.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://saketcollege.edu.in/wp-content/uploads/2022/12/7.1.1-Gender-Sensitization-on-workplace.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

Solid waste management: Solid dry waste including dry leaves and decomposable waste is dumped in the compost pit created in the college premises.

Liquid Waste Management: Liquid waste from canteen is dumped in compost pit created in college premises. Manure obtained from the compost pit is utilized for gardening purpose in the college premises.

Biomedical waste management: NA

E-waste management: College has made MOU with Navkar Recycling, Mulund for disposable of E –waste.E waste generated from the institute is collected and is given to Navkar Recycling, Mulund Company for further scientific processing of E-waste .The company issues certificate giving details of disposal of the E-waste collected.

Waste recycling system: NA

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
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

B. Any 3 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

A. Any 4 or All of the above

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

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

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

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

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	B. Any 3 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 institution promotes equity among all its stake holders by following a non-discriminatory policy towards all. The management appreciates and also acknowledge the achievements of the students as well as the staff members at each stage of their progress. The institution provides adequate salaries to all its staff members, provides opportunity for personal and professional development. The institute also encourage the staff to attend workshops and training programs to update themselves.

It also celebrates all the festivals and programs of national and cultural importance, thereby ensuring social and cultural inclusion.

The institute greets its staff through gifts on Diwali festival, thereby valuing each and every stakeholder for the services rendered.Institute also celebrates different festivals with its staff members.

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	[View File](#)

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

The institution celebrates various occasions of National and social importance in the institution. In the wake of Covid-19 also the institution had organized online International Yoga Day for students, staff and alumni. The institution celebrates Yoga Day, Independence Day, Constitution Day, Cleanliness Drive and Republic Day and World Soil Day. An online program was organized to celebrate the Birth anniversary of Rashtrapita Mahatma Gandhi, Bharatratna Dr. Babasaheb Ambedkar, Chhatrapati Shivaji Maharaj to create the awareness among the students about their contributions towards the Indian society. Several other occasions such as Online Gurupournima and Teachers Day were also celebrated. The students actively participated in all the events which imparted value education and helped them become responsible and organized citizens. The students also organized several activities like Swatch Bharat Abhiyan, Constitution Day and Voter Id Camp, Webinar

on Fundamental Rights and Duties, Ecobricks under which serving the cause for the society.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://saketcollege.edu.in/wp-content/uploads/2022/12/7.1.9-Webinar-on-Constitution-Day.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	**D. Any 1 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 various committees and departments keep organizing activities of National and International Importance such as International Yoga Day, National Science Day, Constitution Day, World Aids Day, International Democracy Day, Independence Day, Republic Day, International Women's Day, Maharashtra Day. The activities involved webinars, elocutions, dancing, poster making etc, which

involved participation of students in large numbers from all streams.

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

7.2 - Best Practices

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

Best Practice I

Title of the Practice:

"Campaign on "No use of Plastic to Save Environment"

Best Practice II

Title of the Practice:

"Restoring Health and Hygiene: Prevention against Covid-19"

(Details is attached in website)

File Description	Documents
Best practices in the Institutional website	https://saketcollege.edu.in/best-practices/
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

To develop young citizens into competent,intellectual & committed human beings with moral and social responsibility,capable of

surviving in a competitive world.

To equip students with appropriate knowledge and suitable skills in their chosen discipline.

- To provide education opportunities to all aspirants and especially to students from weaker section of the society through need based financial support system.
- To provide value-based education to mould them into dutiful and responsible citizens.
- To recognize and promote student's potential and offer a platform for their overall development.
- To provide integrated learning experiences to equip students with qualities that will enable to realize their ambition.
- To focus on providing vocational education.
- Placement related certificate courses were launched.
- Personality Development and value added courses for students
- Self defence activity

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- To promote faculty and students for research.
- To organize seminars, workshops, webinars and conferences.
- To organize Sports Competition (State and National)
- To initiate steps to implement New Education Policy 2020 effectively.
- To participate in various workshops and seminars for the effective implementation of NEP 2020.
- To organise activities through MOU's. To organize faculty and student exchange programmes.