



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution	Prerna College of Commerce
• Name of the Head of the institution	Dr Pravin Joshi
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07122745296 07122746840
• Mobile no	9890053856
• Registered e-mail	prernanaac@gmail.com
• Alternate e-mail	pravinjoshig@gmail.com
• Address	Reshimbag Square
• City/Town	Nagpur
• State/UT	Maharashtra
• Pin Code	440024

2.Institutional status

• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing

• Name of the Affiliating University	Rashtrasant Tukadiji Maharaj Nagpur University, Nagpur
• Name of the IQAC Coordinator	Dr Liladhar Rewatkar
• Phone No.	07122746840
• Alternate phone No.	07122745296
• Mobile	9665145250
• IQAC e-mail address	prernanaac@gmail.com
• Alternate Email address	pravinjoshig@gmail.com
3. Website address (Web link of the AQAR (Previous Academic Year)	https://prernacollegeofcommerce.org/naac/2021/Final%20AQAR.pdf
4. Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://prernacollegeofcommerce.org/ACADEMIC%20CALENDAR%202021-22.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.32	2019	09/09/2019	08/09/2024

6. Date of Establishment of IQAC

02/03/2017

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	5			
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes			
<ul style="list-style-type: none"> 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?	Yes			
<ul style="list-style-type: none"> If yes, mention the amount 	100000			
11.Significant contributions made by IQAC during the current year (maximum five bullets)				
<p>1. For teachers it is made compulsory to publish minimum two research papers in each academic year. Virtual workshop also conducted on Research Methodology to give idea to teachers to make research paper.</p>				
<p>2. Indian Culture And Human Values Preservation And Promotion Committee and National/International Day Celebration Committee has been constituted to organize various events.</p>				
<p>3. Certificate courses are organized for enhancing teachers and students soft skills and knowledge that are useful for academics.</p>				
<p>4. Online webinars/talks are organised on general topics.</p>				
<p>5. To build up , motivate social service quality among students various social service related activities are conducted on online as well as on offline platform..</p>				
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
<p>1. For teachers it is made compulsory to publish two research paper in each session. Virtual workshop also conducted on Research Methodology to give idea to teachers to make research paper.</p>	<p>It has made teachers aware about importance of research papers in their academic career, they have also developed genuine interest in their research</p>
<p>2. Indian Culture And Human Values Preservation And Promotion Committee and National/International Day Celebration Committee are made for special purpose</p>	<p>Indian Culture And Human Values Preservation And Promotion Committee and National/International Day celebration committee have organized various events to celebrate various national and international days. Students have learnt a lot about Indian culture, human values and the significance of national and international days</p>
<p>3. Certificate courses are organized for enhancing teachers and students softskills and knowledge that are useful for academics.</p>	<p>Based on various academic topics/software languages/personality development/FIP online certificate courses are organized to provide value added knowledge to stakeholders of institution.</p>
<p>4. Online webinars/talks are organised on general topics.</p>	<p>College organized webinars/workshops on various topics for teachers to made aware about current scenario of various countries in COVID-19 situation and some social issues i.e. gender sensitization , human values and social ethics , online webinars/ talks are organised on general topics.</p>
<p>5. To build up , motivate social service quality among students various social service related activities are conducted on</p>	<p>Through such activities the students have learnt a lot about various layers of society, how different people live in various</p>

<p>online as well aon offline platform..</p>	<p>conditions how they earn their livelihood and basic necessities at the same time what kind of social help and education help they need in different stages of life. The students have become socially oriented and sociable to a large extent</p>
<p>6. Students Centric Programme are taken to enhance soft skills of students.</p>	<p>The students have been largely benefitted in the area of softskills which at present is the need of time to restore, fast deterioating human values.</p>
<p>7. One day national webinars are organised by respective department to portray impact of COVID-19 in various sectors.</p>	<p>The events organized under this aid have given an in-depth idea of how different sectors have suffered a great setback during the period of COVID-19 and how as a whole our society has suffered financially and educationally.</p>
<p>8. For non-teaching staff workshop on office management and basic literacy program were conducted</p>	<p>The non-teaching staff has been trained in office management and how to handle different difficult situations and how to keep college records fully updated in a systematic way. The basic literacy program for the illiterate daily wages workers of the college has helped them with the basic knowledge of alphabets and elevated them to read upto 2nd and 3rd standard books and sign in words. it has enhanced their confidence level.</p>
<p>9. For motivating students regarding entrepreneurship , various mathematical calculation techniques , preparing students for competitive examinations workshops are conducted and guidance center has been started</p>	<p>The college has made efforts to introduce to the students the fundamentals of entrepreneurship and how to be enterprising in regards to startups. They have also been taught how to make business proposals along with mathematical calculations and</p>

	how to approach bank for financial help. The college has conducted the guidance classes for competitive exams so the students developed the spirit of appearing for the competitive exams and clearing the successfully at the same time to sustain that spirit the college has also started a guidance for UPSC, MPSC and other competitive exams to prepare the students for such exams to a large extent.
10. For faculty overall development and various academic promotional information various FIP were conducted.	Focusing on faculty overall development, FIP were conducted including academic promotional information.
13.Whether the AQAR was placed before statutory body?	Yes
• Name of the statutory body	
Name	Date of meeting(s)
College Development Board	06/01/2022
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-22	20/12/2022
15.Multidisciplinary / interdisciplinary	
Multidisciplinary	
16.Academic bank of credits (ABC):	
The college has already started the process of the registration by the students for ABC so far around 2000 students have already registered for the same and in the months time the remaining students will also complete the process of registration.	
17.Skill development:	

1. Certificate Course in Personality Development
2. Certificate Course in Softskills Development
3. Certificate Course in Human Values
4. Certificate Course in English Language and Pronunciation
5. Certificate Course in German Language

were organized as skill development certificate courses.

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

Prerna College of Commerce organizes various events and programs to introduce Indian Culture and Knowledge system to the students and the faculty the following programs were organized to realize this purpose.

1. Gudi Padwa Celebration
2. Christmas Day Celebration
3. Makar Sankranti/ Pongal/ Lohari Celebration
4. Rangotsav Celebration
5. Eid Celebration
6. Shivswarajya Din Celebration
7. Mahavir Jayanti Celebration

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

The teaching is planned in this institution in such a manner that the target is hit properly. The teachers fix the target as to what the student should achieve through the particular chapter, unit or lesson and with that purpose in mind the teaching items are planned so that desirable outcome is achieved.

20.Distance education/online education:

Distance mode of education is not available as per the statute of RTM Nagpur University. Online education is made available on demand if students from remote areas need this facility.

Extended Profile

1.Programme

1.1	02
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1425
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	3707
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	1389
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	57
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	102
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	24
Total number of Classrooms and Seminar halls	
4.2	13022450
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	222
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- The Institution ensures effective curriculum delivery through a well planned and documented process.
- Well before beginning of the academic year, the Principal calls a meeting of the staff members to develop strategies for effective implementation of the curriculum. To ensure effective curriculum delivery a meticulously planned and well implemented process is followed -

Principal - Faculty Meeting:-

The faculty takes regular feedback from the students regarding the difficulties faced by them. Extra study material is regularly provided to the students whenever necessary. A regular system of obtaining feedback from the students helps in improving the teaching - learning process.

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 academic calendar includes the dates of commencement and completion of syllabus, schedules of internal exams etc. It specifies the dates of term end examination. Tentative dates of practical exams and viva-voce and theory examinations are also given in academic calendar.

1. Preparatory Exams are conducted every year before university exams.

2. Every teacher conducts regular class tests with MCQs on the related topic.

3. Online tests are conducted by teachers with the use of Google forms.

The Principal conducts curricular and extracurricular review meetings on regular basis to check the implementation and progress of all the activities in the academic calendar. Based on these review meetings some changes in schedules of activities are made if required. Further, extra lectures are scheduled to complete the syllabus before university examination.

Along with continuous internal evaluation, academic Planning contains information regarding the following activities.

A) Working period

B) Curriculum activities

C) Co-curriculum activities

D) Extra-curricular activities

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

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

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

01

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement

for year: (As per Data Template)

13

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

3103

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

- **Certificate course in Gender Sensitization:**
- **Certificate Course in basics of sustainable development**
- **Certificate Course in Human Rights**

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

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

03

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

300

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	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/file/d/1SvpoY_XTiOvR9nQV8X1q8gyUIWxsUj0d/view?usp=sharing
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil
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	
3707	
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	
3707	
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	
Strategies Adopted for facilitating Slow Learners: For every 10 students, 2 to 3 are usually found to be slow learners. The student counsellor assesses the nature of their problems and then motivates them in a friendly way to reach their academic goals. Extra classes	

are organized to clarify doubts and re-explaining of critical topics for improving performance.

Quick Learners: Quick learners are identified through their performance in examinations, interaction in class and laboratory, their knowledge, understanding and articulation abilities etc., The Institute promotes independent learning that contributes to their academic and personal growth.

Strategies Adopted for Student Improvement: Remedial classes are organized to clarify doubts, re-explaining of critical topics for improving performance. Poor performance due to frequent absenteeism is dealt by sending SMS and registered letters to the parents of such students.

Generally, one teacher is assigned for each batch:

- To approve additional details on the important topics
- To improve their subjective knowledge
- To provide counselling for personal problems slow learners who are not able to manage with the teaching in regular classes, are assisted through clarification of theory doubts, revising important concepts and extra assignments to strengthen their learning.

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

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

Number of Students	Number of Teachers
3707	56

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

Prerna College of Commerce believe in the adoption of student centric methods to enhance student involvement as a part of participative learning and problem-solving methodology. We follow namely role plays, discussions, E-quiz, E-symposium, debates, model making competitions and case studies.

E-Quiz: We use this tool to help our students to increase their concentration, identify gaps in knowledge, build confidence and help them retain information. The use of E-quizzes has been shown to motivate students to complete assigned readings, increase participation in class discussion, and improve performance on exams. Quizzes can help students practise existing knowledge while stimulating interest in learning about new subject matter.

E-Symposium: We use E-Symposium as it can play a vital role in the dissemination of knowledge and building-up of skills. For the students, it facilitates intense deliberations through participation and interaction in an organized manner. We organize this to cover a particular subject in detail, especially relating to an academic subject.

Discussions: We do follow the discussions in many of the subjects as it makes the students to think wide and participate in coming up with the opinions and suggestions to check their current knowledge. We practice discussions basically in soft skills, managerial communications, business adoption etc.

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

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

The Institute follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom:

1. In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings, Audio system, online sources, to expose the students for advanced knowledge and practical learning.
2. Classrooms are fully furnished with LCD/OHP/Computers.

3. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research papers for PG students, presentations, seminars, debates, group discussions, assignments, quiz/tests/viva.

Total number of Classrooms

38

Total number of Smart Classrooms

7

Total number of Classrooms with LCD projector

7

Seminar hall with projector

2

Institute Premises are Wi-Fi enabled

1. Specialized computer laboratory with an internet connection has been provided to promote independent learning. Wi-Fi facility for access of internet is provided on individual laptop and mobile devices.
2. Well security is provided to Wi-Fi users. Its access is controlled by the system administrator.

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

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

2.3.3.1 - Number of mentors

56

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

2.4 - Teacher Profile and Quality

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

56

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

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

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

56

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

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

2.4.3.1 - Total experience of full-time teachers

82

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.

Assessment of performance is an integral part of teaching and learning process. In our college as a part of sound educational strategy, the Institution adopts Continuous Internal Evaluation (CIE) System. The college has been affiliated to the RTM Nagpur University and it adheres to the norms prescribed by the University. The University has both internal and external evaluation. The students are informed of the internal and external evaluation. The students are informed of the internal and external assessment system through the College prospectus and orientation program at the beginning of every academic session. Though the external assessment comes at the end of every semester, the college adopts various methods to assess the students. The following are the evaluation techniques which are followed: -

1. Pre-declaration written tests are conducted and the innovative method varies from class room discussions, student seminars, presentations, quiz etc.
2. Written assignments are given to the students to cultivate their comprehensive, cohesive communicative skills, both oral and written.
3. The students are encouraged to think beyond their prescribed text books and explore the plethora of knowledge.

The internal marks are based on average attendance, class room performance and the participation

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

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

and efficient

College Level:

- If student fails to appear for examination due to medical or any reason examination is conducted for that student as per norms, provided that he/she submits application with proper documents.
- If any student scores less mark and wants to improve in that subject, he/she can appear for the improvement examination.
- The grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet.
- The answer sheet of such student is assessed by the faculty once again in the presence of the student. Any corrections in the total of marks of answer books are immediately done by the faculties.
- Any student who is not satisfied with the assessment may approach the concern HOD who can intervene and seek opinion of another course teacher.
- The Institute follows open evaluation system. The student performance is displayed on the notice board and is informed to the parents.

University Level:

- If the student scores less mark than expected, he/she can apply for revaluation of his/her answer script after paying the prescribed fee.

University provides the photocopy of answer sheets to students regarding any grievances with reference to evaluation.

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

2.6 - Student Performance and Learning Outcomes

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

(UG Courses)

B Com

BCA

BBA

BCCA

B Sc (IT)

B. Sc. (CS)

PG Courses

M Com

MCM

M.Sc. (CS)

Program Outcomes

1. Attitude is developed among students for working effectively in business environment.
2. Strong foundation of knowledge is constantly built.
3. Updated knowledge of IT tools.
4. Ability to design, implement, and evaluate the entire computer-based system to meet desired needs, within realistic constraints such as economic, environmental, social, political, health and safety, manufacturability, and sustainability

Program Specific outcomes of Courses:

BBA

- Students are prepared for lifelong learning.
- Management skills, soft skill are updated

BCA/ B.Sc. (IT)/B. Sc. (CS)

- Enables students to identify and sharpen programming skills.

- Students will be able to communicate effectively across a range of computers.

B.Com. / M.Com.

- Students of Commerce are able to deal with affairs related to syllabus.
- There will be awareness among students about current trends in commerce and management.

BCCA/ MCM/M.Sc. (CS)

- Apply knowledge of mathematics, accounting, and computer to the solution of complex accounting & management problems.
- Design solutions for economic problems and design software, processes to meet the specifications with consideration for public safety, cultural, societal, and environmental considerations.

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

Program outcomes and specific outcomes with outcomes are evaluated through the student's provision in academics, participation in extracurricular activities, NSS, cultural program and project. Students' participation at different level is constantly evaluated. Their leadership qualities decision making and team work observed and evaluated by class teacher. Academic outcomes are evaluated through various University and internal examination, practical and viva voce. Regular attendance in Classes, group discussions, computer labs, seminar and competition are also recorded. Students are guided and motivated to improve their skills in research and in-depth knowledge subject knowledge.

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

2.6.3 - Pass percentage of Students during the year

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

1358

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://forms.gle/dX9LHRJEJku6fpoH9>

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)

100000

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

02

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

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

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

0

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

3.2 - Innovation Ecosystem

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

Prerna Business and Entrepreneurship Incubation Center provides physical infrastructure and value-added support services, Creates a

strong network of mentors who provides specific knowledge & practical guidance, Conducts events and inspirational programs, and Provide training and mentorship to entrepreneurs.

1. Webinar on 'Why Entrepreneurship As a Career Option'- Mrs. Sonali Mishra, Member, MCED, resource person explained the basics of entrepreneurship. She briefed about various government agencies that provide support to first-generation entrepreneurs and why entrepreneurship is required in today's competitive world.
2. Seminar on 'Emergence of New Areas for Entrepreneurship during and post-pandemic'- Dr. Pravin Joshi, Director, Prerna College of Commerce was the resource person. He explained the new areas for entrepreneurship, what are the new areas for entrepreneurship during and post-pandemic, and the difference between business and entrepreneurship.
3. Webinar on 'Applying the Spinner Innovation Model in SMEs'- Prof. Ronnie Figueiredo, Department of Innovation Science LUSOFONA University, Lisbon, Portugal was the resource person. He started the session with the conceptual clarification of open innovation.
4. Certificate Course in 'Understanding Dynamics of Entrepreneurship'- This 10 Day certificate course was organized by Prerna Business and Entrepreneurship Incubation Center. Around 10 experts have taken the session of 3 hours daily on various topics.

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

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

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

09

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

3.3 - Research Publications and Awards

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

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

5

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

40

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

06

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 following are the activities that have been conducted during session 2021-22.

1. Seminar on 'Maintaining Law and Order: A Share Responsibility of Police and Citizens'
2. Seminar on 'Water Conservation: Catch the Rains'
3. Essay Competition (Gandhi Jayanti)
4. Webinar on 'Solar Energy and Its Applications'
5. Health Check-up camp at Adyali
6. National Voters Day
7. Webinar on 'Women Empowerment'

All these activities ensure that the students are exposed to the world with a realistic and practical emphasizing attitude.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/13batcC-6cAU7CNoiAuzLhtbpj1fNGsaD/view?usp=sharing
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

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

09

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

09

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/internship during the year**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/internship year wise during the year****02**

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****08**

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 a land area of 2200sq.mt with a built up area of 1400sq.mt. The multistoried building has 6 floors with 23 classrooms commonly shared by UG and PG students. There is a seminar hall well equipped. There are two computers labs well-furnished and equipped with LAN facilities and Wi-Fi connectivity with internet bandwidth of 50 mbps for Wi-Fi and 50 mbps for LAN. The teachers have been

provided with laptops, dongles and other e-resources. The security is regularly monitored through CCTV surveillance installed at each floor. Facility of pure drinking water for staff and students is available at each floor. Separate washrooms are there for boys and girls but this facility does not exist on each floor. The college campus is well maintained and clean throughout sourced maintenance contract. Solar energy for alternative power supply exists.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1qcHiFl05x6jayDCcd46eFsUyEOBRSSm4/view?usp=sharing

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

The college claims to have adequate space for indoor games but does not have enough space to carry out outdoor games and sports. The college does not have its own play field however it has managed space from external agencies. Basic yoga training facility provided by one trained faculty. There is no GYM facility. The seminar hall is also used to carry out extra co-curricular activity.

Sr No

Games

Equipments

Quantity

1

Cricket

Cricket Kit

02 with KW bat

Tennis Bat

02

Cricket Stump

2 set (wooden)

Tennis Balls

12

Leather Balls (new)

03

Leather Balls (semi new)

05

2

Badminton

Shuttle Cork

1 box (12 pcs)

Shuttle Cork (nylon)

02

Racket

2 Pair

Badminton Net

01

3

Football

Football

03

Football T-Shirts

13

4

Volleyball

Volleyball

02

5

Chess

Chessboard

04 set

6

Carrom

Carrom board

02

7

General

Beaps

12 orange, 12 green

Cones

20

Medals

4 gold, 6 silver

Yoga mat

02

Rope

01

8

Shot put

Shot put

01

9

Taekwondo

Safety guard

01

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/168ZSZMPM8A68SEfPZrp8cI1kknArzKqI/view?usp=sharing

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

24

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://drive.google.com/file/d/1fdLvqNQxu2j04DShr3WLxa_MI3ZGd4f3/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)

6252083

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)

Library has an advisory committee headed by the principal. The committee in its various meetings has recommended valuable positive suggestions to make the library user-friendly and initiated several activities. The requirement and list of books is taken from the concerned teachers and HoDs and library committee are involved in the process. The finalised list of required books is duly approved and signed by the principal. A footfall register is maintain of the visitors (students and staffs) on daily basis. The library is also provided LAN and Internet facility for the computers and their loaded with the library software.

Name of the ILMS software- VEDLIB

Nature of Automation- Fully

Version- 4.5

Year of Automation- 02/09/2017

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://drive.google.com/file/d/1zpXUzU800U3fV8h_WuaDsgwf33U91L4M/view?usp=sharing

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)

278531

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

28

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

The college has adequate number of the computers with LAN & Internet connections and the utility software's distributed in different locales like office, laboratories, library, departments etc. The calibration, repairing and maintenance of college computers and other accessories are done by the Lab Assistants. Maintenance is monitored through surveillance cameras.

Maintenance of Electrical and Electronic Equipments

- Regular check up of equipment is carried out by technicians.
- Replacement and requirements etc. are reported to the Administrative office.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1zpXUzU800U3fV8h_WuaDsgwf33U91L4M/view?usp=sharing

4.3.2 - Number of Computers

222

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)

6770367

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 library of the college is automated with OPAC. Use of INFLIBNET facilities does not exist. There are 18583 books on various subjects. The college subscribes national and international journals, magazines and newspapers. Library Advisory committee is in place which caters to the need of library. The college claims to have rare books and manuscripts but these books cannot be considered as special collection to be rare books. The college has administrative block and its administrative activities are computerized. There are no facilities for e-content development or recording facilities. Provision exists for maintenance of physical facilities and academic support in the annual budget. Rain water harvesting facility exists in campus. The college claims to have adequate space for indoor games but does not have enough space to carry out outdoor games and sports. The college does not have its own play field however it has managed space from external agencies.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://drive.google.com/file/d/1KxPaGMRwZHQW1JYTLJGx-6Ny5S1rc7vz/view?usp=sharing

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

2123

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

83

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://prernacollegeofcommerce.org/newseven_t22.htm
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

285

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

285

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

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

A. All of the above

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

40

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

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

5.2.2.1 - Number of outgoing student progression to higher education

48

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

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

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

6

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

5.3 - Student Participation and Activities

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

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

07

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 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)

Since there is the spread of covid- 19, conducting a students' council election is not possible. Therefore as per the order from the director of the college a nominated body is being formed as the

students' council; on the basis of merit.

Following students from each class have been selected on the basis of merit and have been nominated as the class representative and following posts have been unanimously declared by those who have been nominated.

Sr. Post Name No.

1 President ShrutiKA Trivedi 2 Vice President Ishwari Bawane 3
 Secretary Sairitik Naidu 4 Joint Secretary Utkarsh Dange 5 Student
 Activity Coordinator Kavita Takur 6 Academic Activity Coordinator
 Navishta Sadaf Mo. Shakil 7 Sports Coordinator Khushi Chouhan 8
 Member Rohit Rajendra Mahajan 9 Member Yogini Prakash Nimbalkar 10
 Member Dwarika Praveen Jangid 11 Member Shriran Ratnakar Pande 12
 Member Pratiksha Raju Dhole 13 Member Pranjal Gupta 14 Member Apurva
 Raju Kohadkar 15 Member Minal Ravi Khanzode 16 Member Tara
 Chandraprakash Bokde 17 Member Shital Sanjay Jawade 18 Member
 Vaibhav Sudhir Pethe 19 Member Maheshwari San'a In le 20 Member
 Bhojra ChinilaI Sabar 21 Member Pratiksha Raju Dhole

The students so nominated are advised to actively participate in all the activities organized in the college. At the same time, the students are advised to bring the problems faced by students in general to the notice of the college authorities. They are advised to suggest what more activities have to be organized in the college.

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

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

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

07

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

5.4 - Alumni Engagement

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

The Alumni Association has been newly constituted unanimously and Mr. Saurav Shirpurkar has been elected the president and Mr. Shoib Quadir has been elected as the secretary unopposed. The Association though covid-19 restrictions are there is actively involved in college activities. The Association has already organized a three day series of talk on union budget for the students in online mode at the same time a webinar on understanding the dynamics of stock markets was organized by the association. The members of the associations have done a great charity work for the college and donated desktops worth Rs.37000/- to the college which is a great gesture on the part of the association. The college authorities hearty appreciated and admire the active participation of the association to promote the interest of the college. The Institution always supports to the alumni association and tries to encourage the alumni to contribute more for the enhancement and development of the institution. Total 312 new alumni are registered in the enrolment list of alumni in the session 2021-22. Total 1293 alumni are enrolled in the alumni association.

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	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision

To inculcate basic human values in students and transform them into dedicated, committed responsible and good human beings who will prove themselves as assets to the society and the nation. The institution intends to make them use their full potential and bring about overall desirable transformation in their personalities. To prepare and enable them to be globally competitive to face the challenges of life.

Mission

It is a zealous mission of the institution to help society and nation in all possible ways and enable the students to contribute to nation building, together with their self-development to deepen and extend knowledge about the formation and utilization of human capabilities for overall human welfare.

The Institute has a College Development Committee (CDC) which meets twice a year to take a review of the activities of the college. The Principal, senior faculty members and non teaching staff representative are part of this committee.

The students are made to learn the art of governance and leadership by getting chance to be a part of various student bodies and committees. The students are given opportunities to take lead role under the guidance of the faculty members in cultural events.

File Description	Documents
Paste link for additional information	https://www.prernacollegeofcommerce.org/visonmission.htm
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 Institution has adopted the decentralization and participative management in the process of academic and administration.
- The Top management gives generous freedom and flexibility to the Director together with the various committees to lead all the academic activities of the college. They regularly meet and take necessary steps to formulate and implement the perspective plans for the institution.
- As part of quality improvement and quality initiative the institution and its concern IQAC and College Development Committee and other Committees continuously work on quality improvement.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1UvMHCde4qqzuvYqfx5P_2smqckZ13YYZ/view?usp=sharing
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

It was earlier decided that this year the institute would have an indispensable activity, 'Sports Meet-2022' for its faculty and 'Sports Event' for its students.

The sports meet was organized for all faculty members to relax and take an interval from their tight schedule and the sports event for the zeal and interest of students in various outdoor games.

The objective of the sports event was to identify the talented students so that the institute could send such students to inter-collegiate, university, state level, and National level

competitions. This will help students to choose a career in sports.

The college received financial assistance from management, which was duly spent on two days of sports meet and sports event. Through participation in such sports event, teachers and students learned different rules of different games and they became confident to play the game even outside.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drive.google.com/file/d/1a2n3XlRIPqcF1QDZOSj0jEhcfHmZ5Ttx/view?usp=sharing
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.

Organizational structure includes;

President

Prof. R. C. Gulhane is a full time Director of the Prerna Sewa Mandal.

Secretary

Dr. S.C. Gulhane is a full time Secretary of the PSM.

Roles :

- Responsible for the growth of organization and administration of the College by allocating resources (financial and others) for different programmes. Acting as an advisor to the staff (teaching and non-teaching).
- Creating a framework of various policies and setting up procedures for all stakeholders to operate within.

Director

Dr Pravin Joshi is the Director of Prerna College of Commerce.

Roles :

-

Principal

Roles :

- Make sure that all the academic and administrative requirements of affiliating University and other statutory bodies are fulfilled (compliances).

ACADEMIC SECTION

Head of the Department

Roles:

- The Head of Department is required to lead, manage and develop the department to ensure it achieves the highest possible standards of excellence in all its activities.

ADMINISTRATIVE SECTION

The administration section is looked after by the Registrar who is assisted by the Accountant, Librarian, Clerical staff and Peon. The Accountant has clerical staff to help him in all accounting and related work.

File Description	Documents
Paste link for additional information	https://prernacollegeofcommerce.org/newpdf/Committee_List.....2021-2022.pdf
Link to Organogram of the institution webpage	https://prernacollegeofcommerce.org/naac/organogram%20signed%20c.jpg
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
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File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Response

Teaching

Free Health-check up camp, Financial aid in the form of Fee concession to the ward of faculty, Financial assistance for Conference Research Paper/Workshops.

Non-teaching

Free Health-check up camp, Financial aid in the form of Fee concession to the ward of faculty.

Students

Free Health-check up camp, Scholarship under Late Mrs. Krishna Bai and Mrs. Annapurna Bai Chandrabhanji Gulhane Memorial Educational Assistance Scheme

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1wY9H_FwSsGfhUDDn5hIIu82H_H33jFCx/view?usp=sharing
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

32

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

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

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

8

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

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

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

8

File Description	Documents
IQAC report summary	View File
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

All the teachers submit duly filled self appraisal report every year briefing all the information about their professional and academic activities. The college appraises the performance of the teaching staff taking feedback through casual conversations with students, parents, alumni and colleagues and assess the performance of the staff.

Based on the feedback, strengths are appreciated, weaknesses are discussed and counselling is done by the principal to overcome the deficiency. It helps the college to know whether the teaching, evaluation work is done properly and to remind the teachers who are failing to carry out their duties. Feedback relating to the non-teaching staff is brought to the notice of the office staff whereas the matters regarding the infrastructure, development is brought to the notice of the management.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1Lm9JVlxgJvwMEIk_2JVL97Mw84Q98Wn1?usp=sharing
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 mechanisms for the internal and external audit of the institution are:

The college accounts are audited regularly every financial year. The college has its own audit mechanism. Private registered Chartered Accountant has been permanently appointed and a team of staff under him do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. Chartered Accountant then certifies its Annual Financial Statements.

Internal audit is conducted by an Internal Audit team appointed by the college. After auditing, suggestions are given by the Internal audit team which is accepted by the accounts officer of the college. So far there have been no major findings / objections.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/10xJ-BgU3Bk-xwr0k2SPhnZl6TU3sefD9/view?usp=sharing
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)

50000

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

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

The tuition fee is the only source of revenue for the institution. However, the college so far has been able to manage its financial resources effectively in the interest of the stakeholders. The college also maintains a steady fund to run the operational expenses as well as developmental expenditures.

The budget is prepared every year taking into consideration of recurring and non-recurring expenditures. As per the needs and necessities and the recommendations from the IQAC the Principal submits the list of requirements to the governing body, which in turn makes all the necessary provisions for the institution including financial support.

All the major financial decisions are taken by the College Development Committee. All the major financial transactions are analyzed and verified by the governing body/administrative. The payments are released after delivery of the respective goods. All transactions have transparency through bills and vouchers. The bill payments are passed after testing & verification of the items. Respective faculty members ensure that suitable equipment/machinery/material with correct specification is purchased. Financial audit is conducted by chartered accountant every financial year to verify the compliance.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1p8tn6qcMPgqkOfWdixEVdn4AhCENQ24k/view?usp=sharing
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

• The IQAC has immensely contributed in the implementation of quality assurance strategies and processes at all levels. The Institute IQAC regularly meets every three months. The Institute IQAC prepares, evaluates and recommends the following for approval by the Institute and Govt. statutory authorities:

(a) Annual Quality Assurance Report (AQAR)

(b) Self-Study Reports of various accreditation bodies (ISO 9001, NAAC, Green

Audit)

(c) Performance Based Appraisal System (PBAS) for Career Advancement Scheme

(CAS)

(d) Stakeholder's feedback

(f) Action Taken Reports

(g) Introduction of New Programmes

(h) Academic and Administrative Audit (AAA)

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/13klodvITC1ceE42DBJHHd11LjgMbqDzv/view?usp=sharing
Upload any additional information	View File

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

The IQAC takes the responsibility of continuously monitoring quality of teaching-learning process and operational methodology. Learning outcomes are measured at periodical meetings and action plan is made to maintain the quality of the same.

File Description	Documents
Paste link for additional information	file:///C:/Users/ADMIN/Downloads/All_IQAC_MoM.pdf
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://drive.google.com/file/d/1Z1b8mnt71OSVW5skDf5VPEyq94jONYbt/view?usp=sharing
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Every country discriminates against women in various ways. Gender sensitivity training for students is a crucial component of education. Gender-sensitive programmes are highly regarded at the co-ed college. The Institute constantly strives to educate students and employees about the importance of gender equality and sensitivity.

1. Safety and security : 24 hours CCTV surveillance. This ensures ongoing monitoring to prevent any unfavourable situations.

Availability of 24 hour security guards is for patrolling the campus and responsibilities of the parking. Students, particularly female students, are protected by the Institute's active "Internal Complaints Committee."

2. Counselling: The College has chosen class teachers. As a result, students receive one-on-one counselling as needed. The Institute has also formed a Grievance Redressal Cell. Students who are subjected to gender-based favouritism and pressure should contact the cell and seek help. The Mentoring Committee handles student issues and provides counselling. Students are advised that if they have any concerns about safety or harassment, they should contact the proper authorities immediately. To alleviate concerns about their personal safety, the identity of such informers must be kept confidential.

3. Common Room: Separate common room for boys & girls with basic facilities are provided.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1RvosuMPKBmpD8dN0MD9zmDykwnMF2tFj/view?usp=sharing
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	Nil

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

A. 4 or All 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: Waste disposal system is well thought off and properly managed. Solid waste is segregated from liquid waste. Waste is collected on a daily basis from various sources and is separated as dry and wet waste. Colour coded dustbins are used for different types of wastes. The waste separated is then collected by Corporation. Regular efforts are taken to reduce all types of waste by creating awareness among staff and students. Regular cleanliness drives are also undertaken to enhance the awareness at all levels.

E-Waste Management: The campus has centralized facility to collect e-waste. E -wastes such as old computers and other electronic gadgets and equipment are sold to junk dealers dealing with E-waste management. Old monitors and CPU's are repaired and reused. Some parts useful for other systems are kept aside for further use.

Awareness: 1. Sufficient number of dustbins are provided at places. 2. Regular cleanliness of class room, floor, stairs, railings etc. done which educates and inspires the Students to keep the campus clean. 3. Computers are upgraded to the higher versions rather than buying new machines. This helps in reducing electronic waste generated from computers and computer peripherals.

4. The college organizes awareness activities like, 'Awareness about Environment', 'Tree Plantation', 'Water Conservation', and 'Best out of Waste', to develop a sense of social responsibility among the students

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore

A. Any 4 or all of the above

well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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**

A. Any 4 or all of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen	B. Any 3 of the above
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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	View File
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).

Prerna College of Commerce have special committees named, National - International Days, Indian Culture and Human Values and Preservation Committee etc, through which various events, webinars, programmes, camps have been organised for the students over all development.
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During the sessions 2021-22, under the norms of Covid- 19, our college has conducted Vaccination Drive, Advance Literacy, Personality Development Programme, Marathi Essay,

The aims and Objectives of these programmes are:

1. To develop the inner skills of the students.
2. To create a sense of accommodation on students.
3. To create awareness and to tell the importance of Vaccination and for the safety and security from Covid-19.
4. To work not only for the welfare of the students but also for the society as a whole.
5. To inculcate the human values and social ethics.

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

Prerna College of Commerce has formed special committees named Extra - Curricular activity Committee , Yoga Centre, Indian Culture and Human Values Preservation and Promotion, The NSS Unit through which during the session 2021-22 Various activities have been conducted under the norms of Covid - 19. Our college has conducted 'National Voters Day', Certificate Course in Basic Human Rights', Yoga Workshop, 'Constitutional Day', 'Post - covid opportunities and challenges before new Enterprises' , Laxminarayan Day and NSS Day', 'Maintaining Law and Order', 'Two days Multi disciplinary conference in 'Adding new dimension to higher education in the light of NEP', and 'International Yoga Day'.

The aims and objectives of conducted these programmes are:

1. To inculcate the human values and social ethics.
2. To create awareness about health as well.
3. To make students aware about the benefits of Yoga and Pranayam.
4. To explain students various effective practices of Pranayam to improve mental and physical health and to get rid of stress.
5. To support and enrich the education and improve the quality of

individual and family life.

6. To make students and faculty aware of 'Indian Constitution'.
7. To aware students the about the latest education policy introduced by the government.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	https://drive.google.com/file/d/1p6rxuTTjP7K5JAeP-aset111d3PkR1_3/view?usp=sharing

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
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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	No File Uploaded

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

7.1.11 Prerna College of Commerce has formed various committees named 'National / International Day Celebration Committee,' 'Rotaract Club Unit,' ' The NSS Unit', through these committees various programmes,
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activities, events, webinars have been conducted by following the norms of covid - 19 during the session 2021-22.

Activities like, 'Eid Celebration', Dr. Babasaheb Ambedkar Jayanti and Lord Mahavir Jayanti', Gudi Padwa', 'Republic Day', 'Holi', Shivaji Maharaj Jayanti, Basant Panchami, Makar Sankranti, New Year', 'World Aids Day', 'Gandhi Jayanti Celebration', 'Hindi Day 2021-22', 'Teachers' Day', 'Independence Day', and 'Shivswarajya Din' to foster the merits and values like love, peace, fraternity, harmony etc among the students.

The aims and objectives of conducted these programmes are:

1. To make realize to the students about the cultural values and its importance in their life.
2. To imbibe the ethical and human values among students.
3. To explain students the importance of preservation of Indian culture and human values.
4. To imbibe the National values and raise patriotism among students.
5. To make understand the contribution of Dr Babasaheb Ambedkar, Gandhiji and great worriers to the nation.

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	No File Uploaded
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.

1. Indian Culture Preservation and Promotion- In addition to the preservation of culture, it is a task of education to maintain the continuity of culture by handing down the existing cultural experiences, values, traditions, customs, etc. from one generation to another through its various programs and practices. The cultural committee of Prerna College of Commerce is to promote a harmonious atmosphere in the campus by engaging students who come from different and diverse cultural backgrounds. The cultural committee organizes various

events throughout the years to harness the creative expressive minds and skills of the students. The more the students are able to join in the creative expressions the sense of accomplishment inculcates values for nurturing, caring for others, and for nature.

2. **Title of the Practice- Recitation Constitutional Pledge-** The preamble to the constitution enshrines the philosophy on which the political system of our country rests. It clearly establishes the main objectives of the Indian constitution. Preamble is normally known as the preface or introduction to the constitution, which contains the spirit or the essence of the constitution

File Description	Documents
Best practices in the Institutional website	https://prernacollegeofcommerce.org/newspdf/7.2..Best_Practices.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

The Prerna College was established in 2002. The college's founders. Professor R. C. Gulhane and Dr. S. C. Gulhane were academics with no political clout. They only have one goal: to provide a high-quality education at a reasonable cost to students in East Nagpur. The institution's communication mode is another defining element. The college's administration made the decision to use English as the medium of teaching in 2002.

Due to limited resources and to prevent purchasing text books or readymade notes, at the moment of admission, the College distributes a set of Text Books/Reference to the students. Although library space and resources have grown throughout time, the Practice has not.

Practice:

- Students used the issued books till the semester's end.
- The condition of the books is maintained.

- Replaced worn-out books.
- Required books are frequently added.

Effect of the Practice

• This exercise aids us in raising our academic standards. • This technique relieves the load on lower-middle-class parents.

Uniqueness

- Students hold the book for the entire term.
 - Students' knowledge is enhanced when they use symmetrical texts.

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. For the next year the institution intends to have the whole Campus of New premises run on Solar Energy.
2. One more unit of water harvesting will be installed.
3. Office will be turned into a paperless one.
4. Maintaining an updated database of research articles, books, book chapters, conference proceedings, and seminar abstracts published by students and faculty members.
5. Encouraging faculty members to complete their doctoral degrees and to continue research activities through quality publications and research project