YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Dr. S. C. Gulhane Prerna College of Commerce, Science and Arts
• 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 Tukadoji 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/Accepte%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%20CALENDER2022-2023.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	05
• 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?	Yes
• If yes, mention the amount	100000

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

1. For teachers it is made compulsory to publish minimum two research papers in each academic year. Virtual and physical workshops and seminars also conducted on Research Methodology to give idea to teachers to make research paper..

2. Indian Culture And Human Values Preservation And Promotion Committee and National/International Day Celebration Committee has been constituted to organize various events.

3. Certificate courses are organized for enhancing teachers' and students' soft skills and knowledge that are useful for academics.

4. Online and offline webinars/talks are organized on general topics.

5. To build up, and motivate social service quality among students various social service-related activities are conducted online as well as offline platform

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
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.	It has made teachers aware about importance of research papers in their academic career, they have also developed genuine interest in their research
2. Indian Culture And Human Values Preservation And Promotion Committee and National/International Day Celebration Committee are made for special purpose	It has helped students to know Indian culture and human values in detail and understand the diversity of India with its beauty
3. Certificate courses are organized for enhancing teachers and students softskills and knowledge that are useful for academics.	Based on various academic topics/software languages/personality development/FIP online certificate courses are organized to provide value added knowledge to stakeholders of institution.
4. Online webinars/talks are organised on general topics.	College organized webinars/workshops on various topics for teachers and students on some social issues i.e. gender sensitization , human values and social ethics , online webinars/ talks are organised on general topics.
5. To build up , motivate social service quality among students various social service related activities are conducted on online as well aa on offline platform.	Through such activities the students have learnt a lot about various layers of society, how different people live in various conditions how they earn their livehood 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

6. Students Centric Programme are taken to enhance soft skills of students.	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.
7. Organized intercollegiate cultural activities	Such events enhances cultural exchange and exposure, Promoting diversity and inclusion, Building relationships and networking, Fostering teamwork and collaboration and Enhancing personal growth and development. Such events plays an important role in promoting diversity, cultural exchange and personal growth among students.
8. For non-teaching staff workshop on Use of ICT and basic literacy program were conducted	ICT enables non-teaching staff to communicate effectively with their colleagues, students, and parents. They can use email, instant messaging, video conferencing, and other digital tools to exchange information and stay connected.
9. For motivating students regarding entrepreneurship, share market and free pre-exam training program	By motivating students to explore entrepreneurship, we can help them develop an entrepreneurial mindset, which can be beneficial for their future careers. The share market is an important aspect of financial literacy, and by introducing students to it, we can help them understand the basics of investing and money management. Providing free pre-exam training programs can help students prepare for exams more effectively. It can help them improve their study skills, time management, and test-taking strategies. Motivating students regarding entrepreneurship, share market, and free pre-exam

	training programs can help them develop important skills, gain financial literacy, and prepare for their future careers. It can also promote personal growth and inspire them to become lifelong learners.
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 committee	05/01/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
Link not open yet	Nil

15.Multidisciplinary / interdisciplinary

Multidisciplinary

16.Academic bank of credits (ABC):

The institution has already started the process of registering students for ABC. So far, 1718 students jas already registered and the remaining will do it in the coming few days. the institution is well aware of the significance of ABC

17.Skill development:

1. Certificate Course in Life Skills and Their Practical Application

2. Certificate Course in Marketing Management

3. Certificate Course in E-Commerce

4. 10-Day Certificate Course in English Grammar and Communication Skills

5. Certificate Course in Data Science

were organized as skill development certificate courses.

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

Indian philosophy and culture are continuously spread among the students of the institution. The institution as one of its best practices celebrates all indian festivals including Diwali, Dashehare, Gurupurnima, Gudipadwa, Eid, Christmas, Mahavir Jayanti, Buddha Purnima and inculcates the values concerning humanity and brotherhood in the students to bring about harmony among th students of different castes, creed, religion, and language with a view to make India a strong and united nation.

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

The institution disseminates knowledge, information, and education, ideal thought among the students following the principle of program outcome. the interactive session, question/answer session, and group discussion clearly provide the clue to the outcome that follows the teaching as well as value-based education that the institution undertakes.

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   **06**

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

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

2.Student

2.1   **1770**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **4341**

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   **586**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **65**

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

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	06

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	1770

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	4341

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	586

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	65

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**102**

File Description	Documents
Data Template	**View File**

4.Institution

4.1 Total number of Classrooms and Seminar halls	**38**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**20581057**
4.3 Total number of computers on campus for academic purposes	**259**

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

Our college is affiliated to RTM Nagpur University, so we follow the curriculum designed by it. At the beginning of academic session Principal calls a meeting of the staff members to develop strategies for effective implementation of the curriculum. A comprehensive teaching plan is prepared by every department and teacher which includes the delivery of lectures, tutorials and practical. The faculty solicits regular feedback from students addressing their difficulties which aids in the improvement of the teaching-learning process. Every teacher creates a teaching plan that involves the delivery of lectures, tutorials, and practical. Induction programme informs students on the available facilities and welfare schemes, the code of conduct and discipline, add-on courses, and extra-curricular activities. Teachers are using ICT tools to improve their teaching.

Short Term Courses and Soft Skill programs are conducted for the overall development of the student. Remedial coaching is conducted

for slow learners and merit mission concept is implemented for advance learners. Additional facilities such as extra book issue and personal counseling are provided to slow and advanced learners. Mentor-Mentee is implemented for identifying problems of the students regarding academic, social and financial issues.

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)

An academic calendar is prepared by the concerned official at the beginning of each semester in line with the University's calendar consisting of various curricular, extra and co-curricular activities. It is updated and revised with respect to any changes suggested by the university.

1. Classes and Lab time-table –Coordinator of each department prepares the time table as per the guidelines of affiliating university for the number of credit hours for each subject and the academic calendar prior to the start of the semester. Time-table is displayed on notice boards of every department.

2. Course files and Lecture Plan- After the allocation of subjects to faculty, course file of each subject is prepared consisting of detailed teaching plan. It also contains the assignments to be uploaded on every scheduled date. This course file is duly approved by the HODs.

3. Internal Examinations- and Pre-University Exam are mentioned in the academic calendar. Detailed Examination schedule is announced in advance, by respective HODs. To maintain further compliance, exam sheets are checked within three days after the commencement of each examination. In case of labs and projects, internal viva and practical exams are conducted by respective departments before/after the university examinations.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://prernacollegeofcommerce.org/ACADEMIC%20CALENDER2022-2023.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

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

12

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)

07

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

1406

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

In regard to cross cutting issues the college has conducted following Activities:

Numbers of programs are conducted for female students. The committee for Woman Cell and ICC organizes programs on Woman Empowerment, Laws for Woman, Women's Day N.S.S. unit very proactive in conducting different extension activities.

College has organized various environment related programs including tree plantation, village cleanliness, plastic free drive, Invited talks are organized to create awareness about environment and sustainability. Different activities have been initiated by the college to save environment such as Cleanliness Campaigns, Say no to Crackers etc.The cleanliness program is organized to clean nearest market area, watering plants, Celebration of various days like World Environment Day, N.S.S.

Day. The college has taken initiative in Swachch Bharat Abhiyan &Workshop.

The college takes efforts for integration of ethical and human values through various activities. Programs conducted under various departments help to inculcate human values among students. Guest lectures on value education have been organized for students. National festivals like Independence Day and Republic Day serve as a platform to enliven patriotic and moral values. Different activities have been initiated by the college like HIV/AIDS awareness programs, Voter's awareness program, Blood donation camps

File Description	Documents
Any additional information	View File
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

4

File Description	Documents
Any additional information	View File
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

04

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	A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://prernacollegeofcommerce.org/may2023update/3/3/FEEDBACK%20FORM%20AND%20ANALYSIS%202022-2023/EMPLOYER%20FEEDBACK%20ANALYSIS.pdf 2. https://prernacollegeofcommerce.org/may2023update/3/3/FEEDBACK%20FORM%20AND%20ANALYSIS%202022-2023/Students%20Feedback%20Form%20Analysis%2022-23.pdf 3. https://prernacollegeofcommerce.org/may2023update/3/3/FEEDBACK%20FORM%20AND%20ANALYSIS%202022-2023/students%20feedback_20230511_0001.pdf 4. A. https://prernacollegeofcommerce.org/may2023update/3/3/FEEDBACK%20FORM%20AND%20ANALYSIS%202022-2023/Alumni%20Feedback%20Form%20Analyasis%2022-23.pdf
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	[View File]()

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://prernacollegeofcommerce.org/may2023update/3/3/FEEDBACK%20FORM%20AND%20ANALYSIS%202022-2023/EMPLOYER%20FEEDBACK%20ANALYSIS.pdf 2. https://prernacollegeofcommerce.org/may2023update/3/3/FEEDBACK%20FORM%20AND%20ANALYSIS%202022-2023/Students%20Feedback%20Form%20Analysis%2022-23.pdf 3. https://prernacollegeofcommerce.org/may2023update/3/3/FEEDBACK%20FORM%20AND%20ANALYSIS%202022-2023/students%20feedback_20230511_0001.pdf 4. A. https://prernacollegeofcommerce.org/may2023update/3/3/FEEDBACK%20FORM%20AND%20ANALYSIS%202022-2023/Alumni%20Feedback%20Form%20Analyasis%2022-23.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

4341

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

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

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

4341

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

2.2 - Catering to Student Diversity

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

The institution makes a constant and ongoing effort to meet the knowledge and skill-related learning demands of the students. Each academic year begins with an initial evaluation that allows for the identification of slow and advanced learners. On the basis of parameters such as interactions with students in class, the way they do tests, assignments, and other activities completed throughout the semester, etc., regular evaluation and monitoring of students' development are carried out.

Catering to the needs of advanced learners and slow learners:

For Slow learners

- Remedial sessions and tutorials in smaller groups for practice and doubts-clearing are frequently scheduled.
- To help students gain a fundamental understanding of the subject, additional study materials are made available to them in the form of notes, secondary readings, and presentations.

For Advanced learners:

- For the improvement of their knowledge and skill set, students are encouraged to enroll in different kinds of Add-on courses that the College also offers.

The departments and cells of the college additionally host workshops and seminars where professionals from business and academia interact with the students and introduce them to market trends, bridging the gap between textual and experiential 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
66	**1**

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

Experiential Learning of the students is achieved through:

• FieldVisits to industries andcorporate,special talks; workshops; seminars/webinars; and conferences conducted by eminentpersonalities from the field and academic experts on currently relevant topics.

• The college offers a number of Add-On courses to help students todevelop their knowledge and analytical skills.

• Students who participate in various NSS programs'visits to rural areas become more aware of ground reality and current issues.

Participative Learning:

- **Different college departments have adopted participatory learning, which uses a variety of techniques to improve student engagement in the classroom and support them in identifying their full potential. Group discussions, group activities, assignments, student presentations, and in-class case study analysesare all strongly encouraged.**
- **In order to better understand the theoretical lessons taught in the classroom, students are encouraged to take part in interdepartmental and intercollege activities.**

The teaching-learning process is enhanced by incorporating the following problem-solving methodologies to help the students:

- A compulsory mentor-mentee group per teacher is formed to understand and resolve the problems of students in a detailed manner.
- The faculty members are available round-the-clock to help students with their issues and facilitate additional knowledge fordevelopment.
- As part of a teaching-learning practice, previous year's exam questions are regularly reviewed and solved to help students understand the material and prepare for exams.

Discussions on routine class tests and individual assignments made by students also help them understand their lacunas and strengthen them in a wholesome manner.

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

ICT- enabled tools for effective teaching and learning process

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

44

Total number of Smart Classrooms

26

Total number of Classrooms with LCD projector

24

Seminar hall with projector

1

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 interthe net 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	**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

65

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

65

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

19

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

118.5

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

2.5 - Evaluation Process and Reforms

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

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.
4. 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.

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. / B.Com Hons.

- 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)/ M.Sc. (Maths)

- 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.

B.A.

- Making students responsible and responsible citizens.
- Nourishing creative ability.
- Creating a sense of social service.
- Realizing human values.
-

M.A.

- GraduateswithamasterdegreeinEnglishliteraturewillbeableto combineknowledgeofthediversityofculturesandpeoples;
- displayacomprehensiveandcoherentbodyofknowledgewith
- Proficiency in a variety of English literature genres.
- Demonstration of English eloquence when describing or

analyzing a literary subject

-

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Program outcomes and specific out comes 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

655

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://prernacollegeofcommerce.org/newpdf/Feedback%20on%20Overall%20Institutional%20Performance%20-%20Google%20Forms-merged.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)

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

00

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
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 college established a Prerna Business and Entrepreneurship Incubation Center from 2020-21. This center provides physical infrastructure and value-added support services, creates a strong network of mentors who would provide specific knowledge & practical guidance, conducts events and inspirational programs, and Provide training and mentorship to entrepreneurs.

In addition, the institution offers training and capacity-building programs to develop its members' innovation and entrepreneurial skills. These programs may include workshops, seminars, mentoring, and coaching on topics such as design thinking, lean startup methodology, intellectual property rights, and technology commercialization, among others. Such programs empower individuals with the knowledge and skills needed to translate their ideas into tangible innovations and navigate the innovation ecosystem.

Event Organized-

1. Webinar on 'Entrepreneurship Start-up for Youth'- Ms. Prachee Gaur, Founder, and CEO of Remarkable Education Pvt. Ltd, Udaipur, Rajasthan was the resource person. She explained how to start a successful entrepreneurship start-up for youth, the entrepreneur needs to have a clear understanding of their target market, a well-defined business plan, access to funding or resources to start their business, and the ability to execute their plan effectively.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://prernacollegeofcommerce.org/newsandevents/2023/may/Report2%20(1).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

06

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

00

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

53

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

34

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

- **A Phaleria disease awareness program focused on raising awareness about diseases or health conditions that Phaleria is traditionally used to treat or prevent. The impact of**

- such a program would depend on the specific diseases or health conditions being targeted and the scope and effectiveness of the program.
- A cancer awareness program is designed to educate people about the causes, signs, symptoms, and prevention of cancer. The impact of such a program can be significant and far-reaching, as cancer is a prevalent and often deadly disease
- "Save our globe say no to Crackers" program can have a positive impact on the environment, public health, and social well-being by raising awareness about the negative impacts of fireworks and promoting safer and more sustainable ways to celebrate events.
- Legal aid camps can have a significant impact on promoting access to justice, empowerment, legal education, and community engagement. They are an important tool in promoting social justice and equality.
- National Voters Day can have a significant impact on promoting civic engagement, voter turnout, voter education, and political participation.
- Transmission and infection control measures against HIV/AIDS can have a significant impact on public health, individual health outcomes, social inclusion, and economic development.

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

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

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

01

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

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

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

10

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

899

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

04

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

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

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

03

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.

With a built-up size of 1400 square meters, the college has a 2200 square meter land area. The multistory structure includes 6 levels and 25 classrooms & 5 laboratories that UG and PG students frequently share. There is a seminar room that is well furnished. There are two computer laboratories that are fully furnished with LAN and Wi-Fi facilities, each of which has a 50 mbps internet speed. Laptops, dongles, and other e-resources have been made available to the teachers. CCTV cameras fixed on each floor are used to continuously monitor the security. The college campus is kept tidy and well-maintained as the job has been given to a private housekeeping agency. There are total 13 classrooms available in the new campus. A seminar room with nice furnishings

is available, 100 mbps internet speed, LAN-capable, and Wi-Fi-equipped. The teachers now have access to laptops, dongles, and other online materials. Security is constantly being monitored by CCTV cameras installed on each floor. Every floor has access to safe drinking water facility; separate washrooms are available for boys and girls on each floor. The college campus is kept neat and well-maintained by the housekeeping agency. As a substitute energy source, solar energy is accessible.

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.

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.

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

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

38

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

20581057

File Description	Documents
Upload any additional information	View File
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 principal is in-charge of the advisory committee for the library. The committee has suggested many worthwhile initiatives to make the library more user-friendly throughout its numerous meetings. The relevant teachers provide the list of books needed and the requirements, and the HoDs and library committee participate in the process. The principal properly approves and signs the finalized list of required texts. Every day, a footfall register is kept of visits (students and workers). For the computers at the library that are running the library software, LAN and Internet access are also available.

Name of the ILMS software- VEDERP

Nature of Automation- Fully

Version- 1.1

Year of Automation- 02/09/2015

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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)

867969

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

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

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

40

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

4.3 - IT Infrastructure

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

The college has a sufficient number of computers with LAN and Internet connections, as well as utility software, which is dispersed among various locations such as offices, labs, libraries, departments, and so forth. The lab assistants do the calibration, maintenance, and repair of college computers and other equipment. Surveillance cameras are used to monitor maintenance.

Maintenance of Electrical and Electronic Equipments

- **The administrative office is informed of replacement needs, requirements, etc.,**
- **Technicians do routine equipment inspections.**

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

4.3.2 - Number of Computers

259

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)

2,15,96,231

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

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

The college library has OPAC, making it entirely automated. The INFLIBNET facilities are not used. There are 953 reference books and 27,190 books total, all of which address various topics. The college subscribes to a number of national and international journals, magazines, and newspapers. To address the requirements of libraries, a committee named the Library Advisory Committee was formed. The administrative functions of the college are computerised, and there is an administrative building. Either recording facilities or facilities for e-content development are not there. The annual budget includes funding for facility upkeep and academic assistance. There is a facility on site for collecting rainwater. The college claims to have enough room for indoor games, however it is insufficient for conducting outside games and sports. Although the college lacks its own playing field, it manages space from outside organisations.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2196

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

105

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/newsandevent23.htm
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

737

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

737

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	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

43

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

216

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

`01`

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	View File
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.

`05`

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)

The Student Council Committee for the session 2022-2023 was formed by nominating the class representative on a pure merit basis and following posts have been unanimously declared by those who have

been nominated.

Sr No.	Post	Name
1	President	Jyotipal k. Bawankar
2	Vice President	Tarun Kusrey
3	Secretary	Kalyani K. Gharpende
4	Joint Secretary	Rukmini S. Ashtankar
5	Student Activity Coordinators	Harshal V. Gaidhane Tejas D. Benibagde
6	Academic Activity Coordinators	Pravin C. Kawale

Prashni N. Naidu

Harshal Gumgaonkar

7

Sports Coordinators

Anurag Bharti

Himanshu Kolhe

The above student council members are encouraged to take part in all college-sponsored events, activities, and competitions. They are also advised to alert the college administration to the issues that students generally are having. They are encouraged to offer suggestions for additional college events that should be planned. In the session 2022-23 they were engaged in SAPTRANG - Cultural Event and Annual Sports Meet. They were also involved in conveying grievances of the students to the grievance committee.

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

40

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 Prerna Alumni Association of Prerna College of Commerce is a very active organization. Mr. Saurav Shirpurkar and Mr. Shoiab Quadir are still actively working as the President and the Secretary respectively. The association remains actively involved in college as well as university activities. The association was involved in Annual Sports Meet 2023, Saptrang - A Cultural Event and PPT competition which was organized by the college on the topics 'Sustainable Development' and 'Environmental Ethics' for the development of presentation skills and to boost confidence of the students. Members of the Association have done great philanthropic work by donating two LCD projectors worth Rs 82,600 to the college. The management sincerely appreciated and commended the association's active involvement in furthering the interests of the college. The institution always strives to support the alumni association and encourage alumni to contribute more to the improvement and development of the institution.

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/visionmission.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://prernacollegeofcommerce.org/newsandevents/2023/april/Consolidated_Report_.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Expansion of infrastructure

It was planned by the College Development Committee in previous meetings of 2021-22 to introduce new programmes in the academic year 2022-23 and also there is need to expand the infrastructure for new classrooms, labs, seminar hall, bigger reading room etc.Therefore as fast as possible new building should be constructed with five floors within the space in premises. Also it was planned by the management members to rename the institute

which was done with a grand celebration.

Construction of the new building work is in progress.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://prernacollegeofcommerce.org/newsandevents/2023/may/Report_Renaming_Ceremony_Compressed.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.

Organizational structure includes;

President

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

Secretary

Dr. S.C. Gulhane is the 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.**
- **Creating a framework of various policies and setting up procedures for all stakeholders to operate within.**

Director

Dr Pravin Joshi is the Director of the College.

Roles :

- Setting goals, developing plans and implementing initiatives to enhance the

department's overall performance and achieve the college's mission.

- To represent the department at meetings, events, and external functions.

Principal

Roles :

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

ACADEMIC SECTION

Head of the Department

Roles:

- The HOD 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/may2023update/3/3/Committee%20List.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

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

6.3 - Faculty Empowerment Strategies

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

FINANCIAL AID IN THE FORM OF FEE CONCESSION TO THE WARD OF FACULTY

The college has given the facility of fee concession to the ward of the employee.

FINANCIAL ASSISTANCE FOR PUBLISHING RESEARCH PAPERS/ATTENDING CONFERENCES/WORKSHOPS etc.

The college gives all research paper resources to its faculty,

including internet access, financial help, and printer pages.

CYCLE DONATION TO STUDENT

Some students are financially weak, so the college has donated a bicycle to

Gunjan Ashok Tiwari studying in BCCA – I YEAR

SCHOLARSHIP

Scholarship under Late Mrs. Krishna Bai and Mrs. Annapurna Bai Chandrabhanji Gulhane Memorial Educational Assistance Scheme

FINANCIAL HELP TO STUDENT TO ATTEND INTERNATIONAL SPORTS

Chaitanya Wagh from M.Com-I participated in the International Tennis Ball Championship held in Nepal. All expenses were borne by the college.

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

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

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

37

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

10

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	View File
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

08

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	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The 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	**Nil**
Upload any additional information	View File

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

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

50000

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

· 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	**Nil**
Upload any additional information	View File

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

The 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	https://prernacollegeofcommerce.org/naac/23/All%20Meeting%20PDF.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)	**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://prernacollegeofcommerce.org/newsandevent23.htm
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
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

Most of the countries discriminate women in various ways. Gender sensitivity training for pupils is an important part of their education. At the co-ed college, gender-sensitive programmes are highly respected. The Institute always works to educate students and employees about the significance of gender equality and gender sensitivity. 1. Safety and security :24-hour CCTV surveillance ensures safety and security. This ensures continuous monitoring in order to avoid any negative behavior by boys towards girls or vice versa. The availability of 24-hour security officers for monitoring the site and managing parking obligations. Female students, are safeguarded by the institute's active "Internal Complaints Committee." 2. Counselling: Class teachers have been given responsibility in their regard . As a result, as needed, students receive individual counselling. A Grievance Redressal Cell has been established in the institute. Students who are experiencing gender-based favoritism are advised to contact the cell for assistance. The Mentoring Committee deals with the difficulties of the students and offers suitable advice. Students are instructed to inform the appropriate authorities immediately if they have any concerns regarding their safety. Informer's identity keep secret for their personal safety. 3. Common Room: Separate common room with basic facilities are offered for boys and girls

File Description	Documents
Annual gender sensitization action plan	https://www.prernacollegeofcommerce.org/may2023update/1/1/7.1.1(200)%20WORD.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	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	View File

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: The waste disposal system is well-managed. Solid and liquid waste are separated. Waste is collected daily and dry and moist garbage heaps are separated.The corporation then collects the separated rubbish. Efforts are directed to eliminate all types of waste by educating personnel and students. Regular cleanliness campaigns are also carried out to raise awareness. E-Waste Management: On campus, there are centralised e-waste collection facilities.By way MOU older CPUs and monitors are fixed and made functional again. A few components are set aside for use in future systems too. Students and staff are made aware of the necessity of controlling e-waste. Initiatives: 1. Dustbins are provided at places. 2. Regular cleaning of the classroom, floor, stairs, railings, and other areas motivates students to maintain a clean campus. 3. Computers are upgraded to the higher versions to prevent waste. This reduces electronic waste generated of and computer. 4. The college organizes awareness activities like,'Save Our Globe,Say No To Crackers',' Tree Plantation', 'Swachh Bharat

Abhiyan 'and NSS Volunteers Participation in Cleanliness Workshop organized by RTMNU 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	[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 — **A. Any 4 or all of the above**

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: — **A. Any 4 or All of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	[View File](#)
Any other relevant documents	[View File](#)

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the 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	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all 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	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

Dr. S. C. Gulhane Prerna College of Commerce, Science and Arts 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.

During the sessions 2022-23, our college has conducted Philaria Awreness Programme, Basic Literacy Programme, Cancer Awareness Programme, Visit to Gandhian Thought centre, Life Skills and their Practical Application, Diwali Milan Programme, FDP on Rashtra Nirman MEIN Shikshak Ki Bhumika, and Motivational Mind. .

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 Philaria , Cancer Diseases, and Life Skills and their Practical Application.
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	[View File](#)

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

Dr. S. C. Gulhane Prerna College of Commerce, Science and Arts 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 2022-23 various activities have been conducted in the college as listed –International Yoga Day, Procession on Azadi ka Amrut Mahotsav, Seminar on 'Fostering festival Values', National Unity Day, Seminar on Goal Setting, Indian Constitution Day, Essay

Competition on Importance of Constitution' and National Science 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'.

1. To aware students about the Nation's Unity.
2. To inculcate the feeling of nationality among students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://prernacollegeofcommerce.org/newsandevents/2023/march/National%20Science%20Day.pdf, https://prernacollegeofcommerce.org/newsandevents/2023/Jan/Report_Essay%20Competition%20on%20the%20occasion%20of%20Indian%20Constitution%20Day%20.pdf https://prernacollegeofcommerce.org/newsandevents/2023/march/Indian%20Constitution%20Day.pdf https://prernacollegeofcommerce.org/may2023update/2/2/Report_Goal%20Setting.pdf https://prernacollegeofcommerce.org/newsandevents/2023/march/National%20Unity%20day.pdf https://prernacollegeofcommerce.org/newsandevents/2022/au/Report%20on%20Guest%20Lecture%20'Fostering%20Positive%20Value%20Through%20Education'.pdf https://prernacollegeofcommerce.org/newsandevents/2022/au/REPORT%20on%20%20International%20Yoga%20Day%20Celebration.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,   A. All of the above

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

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

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, activities, events, webinars have been conducted during the session 2022-23. Activities like, 'Eid Celecration' , Dr. Babasaheb AmbedkarJayanti and Lord Mahavir Jayanti', Gudi Padwa', 'Republic Day', 'Holi', Shivaji Maharaj Jayanti. , Swami Vivekanand and Jijamata Jayanti, Essay Competition on Shahu Maharaj Jayanti, Christmas, Makar Sankranti ,Saptaranga New Year',' World Aids Day', 'Gandhi Jayanti Celebration', 'Hindi Day 2021-22', 'Teachers' Day', 'Independence Day', and 'Shivswarajya Din' to pester the merits and vales 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	[View File](#)

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 Title: ICT in Teaching and Learning Objectives of the Practice: ? To provide education in order to use information and communication technologies, or ICT. ? To promote critical thinking and creativity through ICT. ? To provide pupils with a learning experience in instructional technology. ? To encourage the use of computer - based teaching resources. ? To acquaint students with information technology

2.Title: Mentor -Men-tee Activity Objectives of the Practice: ? To develop a positive mindset. ? To improve students reading and writing skills. ? To refresh students mind with uplift thoughts. ? To motivate students and help them to begin their day the right way. ? To make students idea better, clearer and well define by thinking deeply. ? To improve students critical thinking by practice daily reading

3.Title of the practice: Indian Culture Preservation and Promotion 2. Objectives of the Practice: ?To promote opportunities for everyone to experience culture, participate in educational programmes and develop their creative abilities; ? To promote quality and artistic renewal. ? To promote a dynamic cultural heritage that is preserved, used and developed. ? To promote national and cultural exchange and cooperation in the cultural sphere

File Description	Documents
Best practices in the Institutional website	https://www.prernacollegeofcommerce.org/may2023update/1/1/BEST%20PRACTICES%20-%20I%20%202022-23.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

Dr. S. C. GulhanePrerna College of Commerce, Science and Artswas 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

For the next year the institution intends to have the whole Campus run on Solar Energy. 2. One more unit of water harvesting will be installed. 3. Office will be turned into a paperless one. 4. The institution has planned for the new construction of building with well equipped facilities, Seminar Hall , Library and Language Lab. 5. Maintaining an updated database of research articles, books, book chapters, conference proceedings and seminar abstracts published by students and faculty members. 6. Encouraging faculty members to complete their doctoral degrees and to continue research activities through quality publications and research projects 7. The college plans to shift to the new premises, which will have all high-tech facilities.