YEARLY STATUS REPORT - 2022-2023

Part A
Data of the Institution

1.Name of the Institution	Symbiosis College of Arts and Commerce
• Name of the Head of the institution	Dr. Hrishikesh Mukund Soman
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	02025653903
• Alternate phone No.	02025925127
• Mobile No. (Principal)	9371019988
• Registered e-mail ID (Principal)	principal@symbiosiscollege.edu.in
• Address	Senapati Bapat Road, Pune - 411004
• City/Town	Pune
• State/UT	MAHARASHTRA
• Pin Code	411004
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	03/11/2011
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Grants-in aid**	
• Name of the IQAC Co-ordinator/Director	**Dr. Anil Adagale**	
• Phone No.	**02025653903**	
• Mobile No:	**9011927575**	
• IQAC e-mail ID	**iqac@symbiosiscollege.edu.in**	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://symbiosiscollege.edu.in/assets/pdf/AQAR-2021-22.pdf	
4.Was the Academic Calendar prepared for that year?	**Yes**	
• if yes, whether it is uploaded in the Institutional website Web link:	https://symbiosiscollege.edu.in/assets/pdf/Academic%20Calendar%202022-23.pdf	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**85.60**	**2004**	**08/01/2004**	**07/01/2009**
Cycle 2	**A**	**3.43**	**2011**	**27/03/2011**	**26/03/2016**
Cycle 3	**A+**	**3.51**	**2017**	**28/03/2017**	**27/03/2024**

6.Date of Establishment of IQAC	**01/07/2006**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Symbiosis College of Arts and Commerce	CPE	UGC	12/09/2016	1300000
Symbiosis College of Arts and Commerce	Component 8	RUSA	17/11/2018	50000000

8.Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI | View File

9.No. of IQAC meetings held during the year | 02

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? | Yes

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

10.Did IQAC receive funding from any funding agency to support its activities during the year? | No

- If yes, mention the amount |

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

1. To conduct the statutory meeting of Governing Body, Academic Council, Board of Studies and Finance Committee 2. To revise and update the curriculum from time to time 3. To submit the mandatory reports like AISHE,RUSA to concerned authorities 4. To prepare for the implementation for National Education Policy - 2020 5. To complete the RUSA 2.0 project

12.Plan of action chalked out by IQAC at 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
Recruitment of teaching and non teaching staff	Guest, Visiting and Ad-hoc faculty were appointed along with administrative staff as per the requirement
Revision of curriculum for Third Year of B.A./ B.Com	The curriculum for the Third Year of B.A./ B.Com was revised and implemented w.e.f. Academic Year -2022-23
To obtain overall feedback from Student through student Satisfaction Survey (SSS) and on curriculum from students, Alumni, Employer and Faculty	The feedback is collected, analysed and the action taken report is submitted for for future development
To introduce B. Com. in Business Analytics	21 students have enrolled for the first year of B. Com. with Business Analytics
To implement various activities chalked out in Detailed Project Report (DPR) for RUSA 2.0 Component 8 '' Enhancing the quality and excellence in select Autonomous Colleges.'	The college was chosen for the Grant of Rs. 5 crores under RUSA 2.0 Component 8 '' Enhancing the quality and excellence in select Autonomous Colleges.' The college received the total grant of Rs. 5 Crore and the maximum amount is utilised to purchase various items as per DPR.
Preparation of Academic Calendar for 2022-23	Implementation of Academic calendar

13.Was the AQAR placed before the statutory body?	**Yes**

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing Body	15/02/2024

14.Was the institutional data submitted to	**Yes**

AISHE ?	
• Year	

Year	Date of Submission
2021-22	17/01/2023

15.Multidisciplinary / interdisciplinary

The college has been a forerunner in transforming itself into a comprehensive, multidisciplinary learning institution thus aligning well with its vision and mission.

- In the year 2006 a dedicated Centre for Liberal Arts was introduced by the college which offers credit-based courses from different disciplines such as Language and Literature, Sciences, Performing Arts, Humanities and Social Sciences. The courses offered by the Centre focus on developing life skills and higher-order skills such as critical thinking, and creativity.

- In the year 2012, after being conferred with autonomous status, the college has been proactively introducing academic reforms and designing a contemporary curriculum with an interdisciplinary blend.

- In 2014, an embedded Honours program was introduced. In this programme courses offered by the Centre for Liberal Arts of our college have been integrated and the students choose and study two papers from a pool of interdisciplinary courses.

- In the year 2020-21, to further strengthen the interdisciplinary approach a new program (B.Com Integrated) was introduced, integrating courses offered by the Centre for Liberal Arts into the regular B.Com programme. In this programme students complete 12 interdisciplinary papers across the three-year degree programme along with the regular B. Com. papers.

The following International Professional Qualifications were integrated into B. Com. Programme to enhance employability and global mobility, thus providing students with an interdisciplinary, scientific and professional edge.

- 2013-14 - 'Association of Chartered Certified Accountants', UK (ACCA) was introduced.

- 2018-19 - ACCA programme was integrated as B. Com. in Accounting and Finance.

- 2020-21 - The specialization in Management Accounting, offered by The Chartered Institute of Management Accountants, UK (CIMA).

- 2022-23 - The specialization in Business Analytics offered by 'Institute of Analytics', UK.

- Understanding the employability and self-employability needs, in 2013 and 2015 the 'Centre for Innovation and Entrepreneurship' and 'Centre for Skill Development' were instituted respectively. The Centre for Innovation and Entrepreneurship has been promoting the spirit of Entrepreneurship among the students by conducting various activities, competitions, and workshops. Similarly, the Centre for Skill Development offers various skill-oriented courses to make students industry-ready.

- To encourage students to participate in sports, dance, music, fine arts, and other avenues such as internships, certificate courses, extension activities, and outreach programmes, additional credits are being offered from the year 2018-19.

- In the academic year 2023-24, as per the policy and guidelines received from the Government of Maharashtra on the implementation of the NEP, a four-year undergraduate degree program has been designed and implemented. Under this new structure, due care has been taken to incorporate a Multidisciplinary / Interdisciplinary approach into the curriculum.

- In the year 2018-19 to foster interdisciplinary research, the Centre for Study of Society (CSS) was established to encourage faculty to delve into relevant social issues.

- The college plans to convert the research work undertaken by students at the undergraduate and postgraduate levels into possible solution-based initiatives.

All these initiatives provide us with the confidence to explore the

opportunities offered by NEP 2020.

16.Academic bank of credits (ABC):

The National Education Policy was implemented in the state of Maharashtra from the academic year 2023-24, however, the students were encouraged to register for ABC from the academic year 2022-23.

- As per the UGC notification in the year 2021-22, the college registered itself on the portal of Academic Bank Credit. Since then the college has been proactively encouraging students to register for the Academic Bank of Credit (ABC).

- The registration process commenced in the academic year 2021-22 and to date(December 2023) 2107 students have successfully registered on the ABC portal.

- To ensure the smooth implementation of ABC, the institution has established a structured system where the examination department takes a lead role in its execution. This focused approach ensures that students are well-supported in their enrolment for the Academic Bank of Credits.

- The institution has also consistently prioritized collaboration and internationalization of education, with esteemed foreign institutions. With the introduction of the Academic Bank of Credits, the college plans to work towards recognizing credits earned by students participating in collaborating foreign universities.

- The college has also partnered with organizations like ISDC (International Skill Development Corporation) facilitating integrated programs with UK chartered bodies such as ACCA (Association of Chartered Certified Accountants), CIMA (Chartered Institute of Management Accountants), and IoA(Institute of Analytics).

- In our commitment to academic excellence, the college empowers faculty to design their curriculum and adopt innovative pedagogical approaches. The establishment of the Teaching Learning Resource Centre in 2018-19 emphasizes our dedication to encouraging faculty to pursue research and develop innovative pedagogy, teaching, and evaluation methods. The center has organized workshops and seminars on various topics including Academic writing and Publication in Scopus Journals, advanced online teaching tools, effective online quiz

administration, and the integration of technology in teaching. Faculty members are actively encouraged to participate in workshops and seminars addressing curriculum development, reflective and creative thinking, as well as contemporary teaching and learning methodologies. Over the past five years, 59 teachers have undergone Faculty Development Programs (FDPs) at various esteemed institutions.

The college proactively endeavors to implement various initiatives to help students and faculty members achieve academic excellence.

17.Skill development:

- The college emphasizes the holistic development of students by equipping them with higher-order skills. Employing a comprehensive approach to skill development, the institution aims to instill both professional and soft skills through various formal and informal initiatives:

a. A dedicated Centre for Skill Development was established in 2015 to provide expert-led skill-based courses that augment the necessary skills in the students. These meticulously designed courses have attracted a total enrolment of 1359 students from the academic year 2018-19 to 2022-23.

b. The college supports the acquisition of skills through avenues such as cultural activities, extension/outreach programs, internships, online courses, entrepreneurship, Liberal Arts, sports, and summer or winter schools and has a policy of giving credit to the students through the Value-Addition Credit Programme.

c. The Centre for Innovation and Entrepreneurship promotes the development of entrepreneurial skills through its various endeavors.

d. The Associations and Departments conduct various extracurricular and co-curricular activities to enable students to develop the needed skills such as leadership, negotiation, problem-solving, creative thinking, etc.

e The institution has also introduced industry-relevant and skill-based degree programmes such as B.Com and BA in Economics (Business

Analytics), as well as B.Com in Accounting and Finance and Management Accounting to instill professional skills.

f. The courses offered by the Centre for Liberal Arts are integrated into the Honours programme and the regular B.Com programme, thus providing opportunities for students to acquire skills such as critical and lateral thinking.

g. Courses like Business Computing are seamlessly integrated into the standard curriculum to equip students with basic technical skills.

h. Online collaborative courses are undertaken with international partnering universities to provide global exposure to the students.

- To provide the needed industry exposure, various experts and alumni are invited to conduct guest lectures and workshops. Similarly, alumni who are corporate professionals and some forging ahead as enterprising entrepreneurs are invited to participate in the Board of Studies.

- Aligned with the ethos of the institution, encapsulated in the motto 'Vasudeva Kutumbakam' (The World is One Family), the institution is committed to delivering value-based education. Topics that focus on fostering values are interwoven into the curriculum across all programs, including life skill courses in our Honors program. The curriculum addresses subjects such as ethics, sustainability, and responsible citizenship, reflecting our dedication to shaping ethically responsible individuals.

- In governance and day-to-day functioning, the college upholds ethical practices, transparency, and values. Initiatives such as the Centre for Human Excellence, National Service Scheme, and Symbiosis Social Involvement Program also promote the inculcation of civic-mindedness.

Through these efforts, the college helps students to develop a holistic personality.

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

The college takes pride in its Indian culture and ancient traditional knowledge and believes in the confluence of Indian

wisdom and western dynamism. The Centre for Liberal Arts of the college has been offering courses in Sanskrit, Mythology, Archaeology, etc. to introduce students to ancient Indian knowledge.

As per the policy and guidelines of and Maharashtra Government, NEP has been implemented from AY 2023-24. In the NEP structure, the component of the Indian Knowledge System(IKS) has been introduced as a special course in both B.Com and BA Degree programs. The different papers offered are

1) 'Indian Wisdom' with a focus on the ancient education system, Chanakya Niti, and Panchatantra

2) 'Hindi Bhasha Sanskriti and Savardharan' focusing on language and literature aspects of ancient India

3) 'Ancient Indian Geography' focusing on geography, heritage, and social life

4) 'Ancient Indian political system' focusing on political wisdom and practices.

Apart from this through extracurricular and co-curricular platforms such as Cultural Club, Marathi Drama Circle, Hindi Drama Circle, and NSS, Indian art, languages, and culture have been promoted by organizing various programmes.

The institution upholds the nationalistic spirit and fervor by celebrating Traditional Day, Bharatiya Bhasha Diwas, and Hindi Diwas every year. Indradhanu- the Art festival organized annually encourages students to showcase traditional and contemporary art forms.

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

The college envisions becoming a center of excellence in developing global competencies and focuses on student-centered learning.

- The college established a Learning Outcome Based Curriculum Framework (LOCF) in the academic year 2019-20 as per the UGC mandate.

- A committee was created for planning and implementing the Learning Outcome Based Curriculum Framework (LOCF) for adopting the OBE approach.

- A faculty development program (FDP) on Learning Outcome Based Curriculum and a full-day workshop was organized to train the teachers on framing and mapping Course Outcomes (COs), Program Outcomes(POs), and Program Specific Outcomes(PSOs).

- The Course Outcomes (CO) of 360 courses have been mapped with the respective POs and PSOs. The institution ensures that the syllabus is framed keeping the learning outcomes as the focal point.

- A similar approach was also adopted for designing assignments and framing question papers.

As the college aims to enhance the quality and relevance of education through the adoption of the OBE system it ensures that the outgoing students are well-equipped to meet the global challenges.

20.Distance education/online education:

Recognizing the importance of open and distance learning (ODL) mode, the college has established a media center with state-of-the-art infrastructure for designing and delivering online courses. Plans include offering degree programs in the ODL mode.

The college is proactive in the use of technology and provides the required technological support to enhance teaching and learning.

- The classes are equipped with interactive boards to enable teachers to use innovative ways of engaging students.

- For online assessments, there are 165 computers installed in a dedicated computer laboratory. The Internet is optimally used not just for accessing resources but also for collaborating with faculty and students from different parts of the world.

- Blended learning is encouraged through the adoption of Learning Management systems such as MS Teams and Google Classroom which are used for online assessments, assignment submissions, sharing curriculum content, and relevant study material.

-

Extended Profile

1.Programme

1.1	30
Number of programmes offered during the year:	

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

2.Student

2.1	2679
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2	965
Number of outgoing / final year students during the year:	

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

2.3	2654
Number of students who appeared for the examinations conducted by the institution during the year:	

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

3.Academic

3.1	360
Number of courses in all programmes during the year:	

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

3.2	38

Number of full-time teachers during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3 Number of sanctioned posts for the year:	**39**

4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**519**
4.2 Total number of Classrooms and Seminar halls	**36**
4.3 Total number of computers on campus for academic purposes	**273**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**846.92**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

1.1.1 Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the Institution.

The endeavour of the college has always been to add value to the curriculum by designing and developing the courses according to the changing trends of the ecosystem. The college aims at fulfilling its vision of being a 'Centre of Excellence' by developing global

competencies through knowledge creation, dissemination, character building and social commitment. For the Academic year 2022-23, a total of 30 programmes and 360 Courses have been offered by the college.

The Programme Outcomes and Programme Specific Outcomes have been distinctly defined, and for each course, the course outcomes have been systematically aligned with them using the Revised Bloom's Taxonomy.

Out of the total 360 courses, 209 courses address local needs, 237 courses address regional needs, 304 courses address national needs and 341 courses address global needs.

To cite a few examples- In a course titled, Dalit Literature in English Translation it has texts written by Dalit writers from Maharashtra as well as the other parts of India. Similarly, courses like Advanced Financial Accounting and Advanced International Financial Management offered to ACCA students focus a lot on understanding the application of International Accounting Standards (IFRS) thus addressing the global needs.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://symbiosiscollege.edu.in/obe

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

3

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	[View File](#)
Any additional information	[View File](#)

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

360

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	**No File Uploaded**
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

15

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

30

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Professional Ethics - The courses emphasize the importance of integrity, and equip students to make ethical decisions in

managerial and social spheres. The courses thus designed aim to create stronger foundations for a resilient and robust business and social environment.

Gender – A number of courses offered address the issue of gender sensitization. This increased understanding is an enabler for fostering a spirit of well-being and equality.

Human Values – The courses developed inculcate human values by creating awareness about the prevalent laws and practices, which in turn guides citizens to be responsible and civic-minded. The curriculum also aims at nurturing students to be more empathetic, kind, respectful, and responsible members of the society.

Environment and Sustainability - The courses help in building and understanding environmentally friendly and sustainable practices for the betterment of the society.It also aims at sensitizing students to be more responsible and accountable in maintaining, preserving and sustaining the natural environment & surroundings.

The number of courses which address all the above issues are –

Issues integrated in the curriculum

Number of courses in the curriculum which integrates these issues

Professional Ethics

219

Gender

120

Human Values

160

Environment & Sustainability

92

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

204

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

642

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

817

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained   **A. All 4 of the above**

from 1) Students 2) Teachers 3) Employers and 4) Alumni

File Description	Documents
Provide the URL for stakeholders' feedback report	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr1/1.4.1/1.4.1. Feedback 2022-23.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following   **A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr1/1.4.1/1.4.1. Feedback 2022-23.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

2679

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

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

555

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 students' learning levels and organises special programmes for both slow and advanced learners.

The college assesses the learning levels based on the student's performance in the October exams. The class average for each degree program is calculated using these results. Students who fail in the October exams are categorized as slow learners.

Subject teachers provide individual guidance and additional sessions as needed to help these students cope up with regular classroom instruction. The Centre for Skill Development (CSD) offers specific courses like 'Effective Communication Skills' and 'Universal Human Values' designed particularly for slow learners. These students also have the option to enroll in other courses provided by CSD.

The college offers a variety of programs and courses to accommodate the diverse learning abilities of advanced learners. These include:

- **Honours Degree program**

- **B.Com program with a specialization in Management Accounting recognized by the Chartered Institute of Management Accountants (CIMA, UK)**

- **B.Com with Business Analytics**

- **Numerous certificate courses and diplomas offered by the Centre for Liberal Arts, focusing on holistic student development**

- **A range of courses provided by the Center for Skill Development to enhance and refine high-level skills.**

- **Project Campus Entrepreneur is a 3- credit based Incubation Program to give an opportunity for budding entrepreneurs.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.2/2.2.1 October 2022 Examination Class Average.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
15/06/2023	2679	38

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

2.3 - Teaching- Learning Process

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

The college aims to provide students with a well-rounded and immersive education. Experiential learning is strongly endorsed, allowing students to engage in on-field projects, hands-on assignments, and field visits, thereby closing the gap between theory and practice. This equips students with the skills needed to excel in a competitive job market and become adaptable professionals.

Furthermore, problem-solving takes precedence, with students developing critical thinking and decision-making abilities through case studies and research, preparing them for real-world challenges.

Interactive learning thrives within the classrooms, as students take charge of their education, enhancing their public speaking, critical thinking, and communication skills through presentations and group discussions, fostering responsibility for their own learning.

Outside the classroom, co-curricular activities emphasize teamwork, leadership, and practical knowledge application, preparing students

for the ever-changing modern world.

Dedication to participative learning transcends a mere teaching method, becoming a philosophy that encourages lifelong learning, empowering students to succeed academically and in personal growth, nurturing adaptability and confidence. An educational journey that involves students actively in their own development is advocated.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.3/2.3.1 Student Centric methods.pdf

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The College has transformed the student learning experience through innovative ICT tools. Using Teams as the central Learning Management System (LMS), they streamline course materials, foster self-paced learning, and enable real-time interactions via video conferencing and webinars with global experts. Digital libraries and e-books provide easy access to extensive academic resources. Online assessments and quizzes aid student progress tracking.

Furthermore, the College embraces online resources, such as YouTube videos that complement the curriculum, offering dynamic visual and auditory insights. Teachers also provide real-time data from official websites, keeping students updated with the latest information. Access to extensive research databases empowers independent research and critical thinking.

These resources ensure students' academic proficiency and digital literacy, preparing them for an information-rich and adaptable world. These ICT initiatives equip the students with essential skills for a rapidly changing world.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.3/2.3.2_Online%20Resources.pdf
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

37

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Academic Calendar Committee (ACC) prepares the Academic Calendar in collaboration with the Principal, Vice Principal, IQAC, Controller of Examination, Heads of departments, Centers, Association in charge, and Teachers of Symbiosis College of Arts and Commerce. It first finalises the dates that mark the beginning and end of the two semesters. In accordance with these dates, examination dates are finalised and communicated to students. Dates are further scheduled for statutory meetings and remaining slots are earmarked by prioritising mandatory programs, curricular, and cocurricular events. Finalised calendar is uploaded on college website for the reference of all stakeholders and fulfilment in accordance is sought.

Teaching plans are prepared by the subject teachers within the respective departments at the beginning of each academic year in accordance with the planned syllabus. The topics are designed along a week-wise format (13 weeks for undergraduate courses, 15 weeks for graduate courses), allocating the topics, supplementary case studies and assignments. Consultation of heads of departments is sought to ensure an ideal distribution of teaching time and resources. Completion of syllabus and adherence to the teaching plan is

evaluated as a part of the evaluative deliberations undertaken during departmental meetings at the close of the year.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

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

38

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
Any additional information	[View File](#)

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

20

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	[View File](#)
Any additional information	[View File](#)

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

11

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	[View File](#)
Any additional information	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

30

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	[View File](#)
Any additional information	[View File](#)

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

210

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	[View File](#)
Upload any additional information	[View File](#)

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Online MCQ Examinations were conducted in the months of November and December 2022 for Semester 1,3 and 5 and in March 2023 for Semester 2,4 and 6. Internal assessment 1 for both semesters was conducted using Microsoft Teams.

The Regular and Backlog Examinations of Semester 1,3 and 5, and Backlog examinations of semester 2,4 and 6 of UG were held between 22nd November 2022 to 23rd December 2022 and for PG were held between 13th December 2023 to 23rd December 2022. In 26 average days the results of these examinations were declared. The Regular and backlog examinations of Semester 2,4 and 6 and Backlog examinations of Semester 1,3 and 5 of UG were conducted between 12th April 2023 to 8th May 2023 and for PG were conducted between 26th April 2023 to 9th May 2023. These all examinations were conducted offline in the college campus. In 30 average days the results of these examinations

were declared.

Internal mark list has been modified to incorporate COs considered by the faculty in the Internal Assessment.The Internal Assessment schedule was shared with the faculties at the beginning of each semester.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.5/2.5.3%20COE%20Report%2022-23.pdf

2.6 - Student Performance and Learning Outcomes

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

The college has adopted and implemented the Outcome Based Education for all undergraduate (UG) and postgraduate (PG) programs from the year 2020-21 to enhance the teaching-learning process, as recommended by the University Grants Commission (UGC).

Teachers followed Bloom's taxonomy to construct the COs, mentioning the cognitive learning levels thereof.

In the year 2022-23, the following 15 new courses were introduced and their COs were formulated :

1. Introduction to Business Analytics (Business Analytics)

2. R

3. Excel & Dash Boarding for Managers (Business Analytics)

4. Python

5. Introduction to Finance and the digital world (E1-A) (BCom Management Accounting - Semester 1)

6. P1(A) Cost Accounting (BCom Management Accounting - Semester 1)

7. Financial Reporting (F1-A) (BCom Management Accounting -

Semester 1)

8. Managing Finance in a Digital World (E1-B) (BCom Management Accounting - Semester 2)

9. Risks, Uncertainties and decision making in the short term (P1B) (BCom Management Accounting - Semester 2)

10. Financial Statements and Working Capital Management (F1-B) (BCom Management Accounting - Semester 2)

11. Advanced Audit and Assurance (BCom Accounting and Finance - Semester 6)

12. Cross Cultural Psychology (Psychology)

13. Practicum(Psychology)

14. Literature and Science (Interdisciplinary Studies)

15. Literature and Travel (Interdisciplinary Studies)

All the COs and PSOs were approved in the respective Board of Studies and Academic Council. The minutes of meetings are published on the college website.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.6/(AQAR 2022-23) Website Links for COs, POs, PSOs.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Attainment of COs

From the April 2022 - 23 Semester End Examination, the college has started a procedure of mapping the attainment of COs, on the basis of students' performance in the semester end examinations.

For each course, the students of T.Y.B.Com. and T.Y.B.A. were assessed per question in the semester end examination mapped to specific COs.

The average marks scored by the students for each question were calculated and considered as base in this exercise.

After analyzing, the attainment categories for COs are defined as:

Category 1: A particular CO is "ATTAINED" if more than 45% of the students who attempted that question, have scored above the calculated average in that question

Category 2: "NOT ATTAINED"

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

709

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.6/2.6.3_Certified COE report.pdf

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://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.7/2.7.1%20S
TUDENT%20SATISFACTION%20SURVEY%202022-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Symbiosis College of Arts and Commerce is committed to create a strong research culture amongst its faculty and students. The college has set-up a Research and Development Cell (as per the UGC Circular F.No.1-5/2021 (NEP/DESK-PARL) previously known as RAC (Research Advisory Committee, est. Sept. 2018), which has been instrumental in monitoring the research culture and activities of the college. The committee operates under the chairmanship of the Principal, Dr. Hrishikesh Soman.

The College has developed a research fund, which provides monetary assistance to faculty members for various publications in journals and paper presentations in seminars and conferences. The College has institutionalized the 'Code of Ethics' since 2022 and formed an Ethics Committee that upholds the principles of ethical research conduct and ensures integrity of scholarly inquiry. In the year 2022, the college purchased the Turnitin software for plagiarism checking and verification of research reports and articles.

A strong IT support system along with well-equipped library and laboratory set-up is available for research purposes. The college library has access to many online resources as well as journals such as CMIE data, JSTOR, Oxford University Press, among others.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	[View File](#)
Provide URL of policy document on promotion of research uploaded on the website	https://symbiosiscollege.edu.in/assets/pdf/Research__Policy.pdf
Any additional information	[View File](#)

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

`0.25`

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	[View File](#)
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	[View File](#)
List of teachers receiving grant and details of grant received	[View File](#)
Any additional information	[View File](#)

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

`3`

File Description	Documents
e-copies of the award letters of the teachers	[View File](#)
List of teachers and details of their international fellowship(s)	[View File](#)
Any additional information	[View File](#)

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

9

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

3

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://symbiosiscollege.edu.in/assets/pdf/Research_Projects.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

7

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

2

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://symbiosiscollege.edu.in/assets/pdf/Research_Projects.pdf
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Institution has created an ecosystem for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, incubation, etc. To encourage innovative potential and critical thought amongst young minds, equipping them to think about societal and industrial issues, both at both academic and extra-curricular levels. The institution has created a Center for Innovation and Entrepreneurship (CIE) to foster an entrepreneurial matrix in the college. There were various activities and initiatives undertaken by the Centre in the academic year 22-23 such as; Symbiz-Global Entrepreneurship Summit, Indradhanu Arts and Crafts Festival, Manthan-National Level Social Business Plan Competition, Vyapaar Vichaar - Commercial Business Plan competition, Project Campus Entrepreneur to name a few. The center also has Publication endeavors such as research journals and 'Symbipreneurs' (publications detailing alumni entrepreneurs and their ventures).

The Centre for Human Excellence caters to help students imbibing moral values.

To orient the students with IPR, an insightful seminar was organized on the 'Relevance of Intellectual Property Rights' for students. It focused on procedures of obtaining Patents, Copyrights, Trademarks, and Industrial Design. This event helped the students in enhancing their existing knowledge of IPR and also equipped them with the resources to exercise their rights.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

3

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	[View File](#)

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	[View File](#)
Any additional information	[View File](#)

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

9

File Description	Documents
URL to the research page on HEI website	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr3/3.4.2_index.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

10

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

2

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr3/3.4.4_number_of_books_published_2022-23.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

3

File Description	Documents
Any additional information	[View File](#)
Bibliometrics of the publications during the year	[View File](#)

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

4

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	[View File](#)
Any additional information	[View File](#)

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

2.8

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	[View File](#)
List of consultants and revenue generated by them	[View File](#)
Any additional information	[View File](#)

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	**No File Uploaded**
List of training programmes, teachers and staff trained for undertaking consultancy	**No File Uploaded**
List of facilities and staff available for undertaking consultancy	**No File Uploaded**
Any additional information	**No File Uploaded**

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The College has been at the forefront of various social initiatives through units such as SSIP (Symbiosis Social Involvement Program), and Symbiosis Organisation for Upliftment of Lives (SOUL) which comes under the umbrella of SSIP. The college also has a National Service Scheme (NSS) unit of 100 students which undertakes various activities such as; Pune Climate Warriors programme, in association with Vanrai and Symbiosis Centre for Climate Change and Sustainability. It aimed at creating awareness about climate change and possible measures.

On the occasion of National Sports Day, an event was organized at the college to not only promote the spirit of sportsmanship but also contributed to the betterment of society by donating sports equipment to a PMC school.

Under NSS a special seven-day winter camp was organized in the village of Darawali in 2022. The volunteers made significant efforts to create awareness among the underprivileged sections about government schemes, registration for E-bank facilities, financial literacy, cleanliness and menstrual hygiene. In addition to these, drives for Rural Women's Empowerment, Blood Donation and Voters Registration were also conducted.

In association with PMC, Nehru Yuva Kendra, NSS, and Electoral Literacy Clubs, there was a river cleanliness drive conducted at Mula Mutha river.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr3/3.6.1_Extension_Activity_Report_2022-23.pdf

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

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

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

32

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	[View File](#)

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

700

File Description	Documents
Reports of the events	[View File](#)
Any additional information	[View File](#)

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

12

File Description	Documents
Copies of documents highlighting collaboration	**View File**
Any additional information	**View File**

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

3

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	**View File**
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	**View File**
Any additional information	**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 equipments, etc.

The college campus is spread across 2 acres and the built-up area of the college building is 5103.17 Sq.mtr. The college has the following infrastructural facilities:

- 31 classrooms with sufficient illumination, fans, multiple electrical points.

- Two air-conditioned and well-equipped Audio-Visual halls (seating capacity-120 each); where lectures, seminars, and conferences are conducted.

- Two Conference Rooms.

- Vishwabhavan (Auditorium) with a seating capacity of 567, for national/international conferences, prize-distribution

ceremonies, and other events.

- Four Computer Laboratories to conduct practical and online examinations. There are 273 computers with necessary software such as StatCraft, IBM SPSS, SPSS AMOS, Tally, Anaconda, R, Jupiter Notebook, Python & Machine Learning, Linux Ubuntu besides standard software.

- Psychology Laboratory

- Library with a wide collection of books and E-resources accessible to all.

- Two separate reading halls for students and teachers.

- Media Center which aids e-content development and enhances the overall learning environment.

- Interactive Smart Boards (40), LCD projectors (46), Public Announcement Systems, Cordless Mics, comfortable benches, and podiums in classrooms.

- 54 printers

- LAN and internet connection (400 Mbps) enabled across campus.

- Video conferencing, lecture live-streaming

- Microsoft Teams, Cisco WebEx, Google Classroom, and other virtual meeting platforms.

- Digital Notice Boards.

- Active college website and presence on social media channels.

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

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

The college is a compact institute in the heart of the city. The college has Audio-Visual Hall, conference room, Auditorium which is available for cultural programmes, curricular and co-curricular activities.

Vishwabhavan is a well-equipped, air conditioned hall with a seating capacity of 567, which is available for national and international conferences, prize distribution ceremony (academic and sports) and various events.

Vishwabhavan also has an attached Conference Room for multiple purposes.

The standard size Volleyball court in the campus is available to students. The college has tied up with sister institutes and other institutes for using their ground as well as sports facilities on rental basis. On the campus students can play indoor games like chess, table tennis etc. The Symbiosis Centre for Health Care is an in house medical clinic catering to the medical requirements of students and staff. The college has a well-equipped gymnasium and Recreation and Wellness Center which is available to students and faculty.

The college also has an open space dedicated for yoga and student activities. The college has:

- Indoor Sports Section for Chess, Carrom, Table Tennis and Yoga.

- A four-station Gym Machine

- Playgrounds on a rental basis

- Awning area for rehearsals.

Other facilities available on campus:

- Gymnasium.

- A Volleyball Court

File Description	Documents
Geotagged pictures	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional information	https://symbiosiscollege.edu.in/infrastructure

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

36

File Description	Documents
Upload any additional information	[View File](#)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

98.33

File Description	Documents
Upload audited utilization statements	[View File](#)
Details of Expenditure, excluding salary, during the years	[View File](#)
Any additional information	[View File](#)

4.2 - Library as a Learning Resource

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

- **The college library has adequate infrastructural facilities and a diverse collection of books and electronic resources. It has a collection of 42463 books along with journals, periodicals, e-books, e-journals, and CDs-DVDs.**

- The library provides multilingual resources on various subjects, both curriculum-related and beyond. The collection features domain-related reference books, encyclopedias, books for competitive exam preparation, and self-help books. Books on mythology, history, sociology, philosophy and spirituality are also available.

- The library purchases newly published books and subscribes to journals throughout the year. New arrivals are intimated to the staff and students and also displayed in the New Arrivals Showcase. Library orientation programmes are conducted for students and teachers.

- In the year 2014, the library migrated to KOHA open source library management system. It has various modules for various library operations along with WEBOPAC. The software is periodically updated and maintained through Annual Maintenance Contract.

- Library offers various facilities and services to its users such as reading hall, book borrowing facility, reference service, Issue of Identity card, user orientation programmes etc.

Description of the ILMS software

Name of the ILMS software

KOHA

Nature of automation (fully or partially)

Fully

Version

3.22.07.000

Year of automation

2014

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sacc-koha.informindia.co.in/

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

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

18.36

File Description	Documents
Audited statements of accounts	View File
Any additional information	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 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

128

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The college has a well-defined IT policy to ensure the safe and ethical use of IT infrastructure like Wi-Fi, Surveillance Cameras, Digital Display Boards, Biometric Systems, ERP, Computers, Software and Other Computing Resources.

The College has:

- 367 computers and 11 Laptops with all the necessary software configurations, which are consistently upgraded.

- 4 Computer Laboratories having 273 computers equipped with all the necessary software configurations used for practicals, online examinations, training sessions and lectures.

- VMWARE Server, Backup Solution and Next Generation Hardware Firewall to secure IT infrastructure.

- Wi-Fi enabled building with 2.4 and 5 GHz frequency connectivity and 20 access points.

- Internet connectivity: 400 Mbps bandwidth.

- Virtualization Technologies and Data Backup Service.

- Interactive Smart Boards, LCD Projectors and Public Announcementsystems in classrooms.

- Computers and printers in all departments.

- Media Center, equipped with latest technology and resources to support E-content development.

- Digital Notice Boards on all floors.

- Video Conferencing facility.

- An active and dynamic website in compliance with UGC and Government regulations.

- **67 CCTV cameras for surveillance.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr4/4.3/4.3.1 Geotag Photos of All IT Facilities.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2679	**273**

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

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	[View File](#)

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://symbiosiscollege.edu.in/assets/images/md/md-_8_.webp
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

321.68

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

- The College ensures regular maintenance and upkeep of all infrastructural facilities.

- Symbiosis Society and college have comprehensive maintenance policies.

- Symbiosis Society has an Estate Office and designated staff for overseeing the maintenance of buildings, classrooms and laboratories.

- The college has also appointed a supervisor to oversee all the maintenance activities of the college.

- The physical and IT infrastructure is maintained through Annual Maintenance Contracts (AMC).

- Symbiosis Society has appointed the housekeeping and security staff on contractual basis. The college shares the

proportionate expenses for the same.

- Cleanliness & daily maintenance of the interior facility (classrooms, laboratories, library, hallway, and staircase) is undertaken by the housekeeping team.

- Preventive and corrective maintenance of infrastructural facilities, biogas plants, water purification units, generators, electric supply, and firefighting equipment are undertaken periodically.

- Garbage disposal facilities are available.

- The IT staff of the college regularly monitors ICT facilities such as computers, internet, Interactive Smart Boards, Wi-Fi, and LCD projectors, CCTV.

- The electrical fittings such as lights, fans, switches, and plug points in the classrooms are regularly monitored by the Estate Department of Symbiosis Society.

- The college website is monitored and updated from time to time by the IT Section of the college .

- The Gymnasium has a Fitness Trainer and a Gymnasium Attendant who ensure that the equipment is in perfect working condition.

- The Sports Attendant ensures regular upkeep of indoor sports facilities.

- Library is governed by the Library Advisory Committee (LAC).

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr4/4.4/4.4.2 Maintenance Policy SOP.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

238

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

14

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://symbiosiscollege.edu.in/skill_development
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

1375

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 adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

233

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

230

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Details of students who went for higher education	[View File](#)
Any additional information	[View File](#)

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

30

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

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

19

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

As per the Maharashtra Public Universities Act 2016 (Maharashtra. Act No. VI of 2017), there is a provision for a Students Development Board to manage cultural and welfare activities in educational institutions.

The composition of the Student Development Cell at Symbiosis College of Arts and Commerce is as follows-

Sr. No.

Student development cell and council

Head/ Representative

1.

Vice Principal

Head

1.

Senior Teacher /Professor

Representative

1.

Senior Teacher /Professor (Female)

Representative

1.

Social Worker

Representative

1.

Counsellor

Representative

1.

Student Council Officer

Principal

1.

Student Council Officer

NSS

   1.

Student Council Officer

SDO

   1.

Student Council Officer

Sports

The Student Council actively participates in various academic and administrative committees, enhancing the college's overall environment.

They contribute to organizing festivals, inter-college events, and other engagements vital for student life.

Additionally, student representatives in statutory committees play a crucial role in ensuring a safe and discrimination-free environment.

They raise awareness about issues like ragging and work towards creating a secure atmosphere both on and off-campus.

Through their participation, they strive to improve facilities and academic standards, benefitting all stakeholders involved in the college community.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://symbiosiscollege.edu.in/assets/pdf/Academic%20and%20Administrative%20committes.%202022-23.pdf

5.3.3 - Number of sports and cultural events / competitions organised by the institution

21

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Symbiosis College of Arts and Commercetakes pride in its alumni and their continued support in placements, mentoring, career guidance, which has strengthened industry-academia linkages. They have been role models for our students and an asset to their alma-mater.Many of them are willing to give back to their alma-mater as a sign of their gratitude and affinity towards the institution. The involvement of alumni in supporting and contributing to their college is important for our institution's development.

In Symbiosis College of Arts and Commerce, alumni are the brand-ambassadors and our institution has benefited from them academically and professionally. They have been invited for student induction programmes, training and mentoring sessions, corporate readiness and personality development sessions. Our alumni have been an integral part of our Board of Studies and their valuable suggestions have been incorporated in syllabus framing and strengthening our academic endeavors.

?The alumni of Symbiosis College of Arts and Commerce serve many valuable roles, such as helping to build and grow our institution's brand. They are invited as experts to interact with our young minds. Their success stories and experience inspires and motivates students.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://symbiosiscollege.edu.in/alumni

5.4.2 - Alumni's financial contribution during the year   `E. <2 Lakhs`

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 an effective leadership in tune with the vision and mission of the Institution

`Vision`

`Symbiosis College of Arts and Commerce will be a Centre of Excellence in developing global competencies through knowledge creation and dissemination, character building and social commitment.`

`Mission`

`Symbiosis College of Arts and Commerce is committed to offer academic programmes in conventional and in emerging fields incorporating technology, research and an interdisciplinary approach. This academic endeavour will be supported by relevant co-curricular and extra-curricular activities inculcating life-skills, values and social accountability enabling learners to make meaningful contributions globally.`

`The institutional leadership provides opportunity for teachers to participate in the decision-making process through their representation on various academic bodies like Governing Body, Academic Council, Board of Studies and Internal Quality Assurance Cell. The Vision and Mission of the College is the driving force for conducting various activities and devising the strategic and perspective plan of the College. The strategic plan and perspective plan focuses on the following areas:`

`    1.  Optimum fund utilization under RUSA 2.0 component 8`

`    2.  Curriculum Design and Development`

`    3.  Implementation of UGC quality mandate`

4. **Teaching Learning**

5. **Examination and Evaluation**

6. **Administrative and Governance**

7. **Research**

8. **Student career development**

9. **Entrepreneurship and Incubation**

10. **International Collaboration**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	[https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr6/6.1/6.1.1 PERSPECTIVE PLAN 2023-24.pdf](https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr6/6.1/6.1.1%20PERSPECTIVE%20PLAN%202023-24.pdf)

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

To foster the principles of decentralization and participative management, the college establishes various committees and cells, each presided over by the head of institution, faculty members and student support teams. At SCAC, we are deeply dedicated to instilling life skills and core values that empower our students to make significant global contributions. This commitment is reflected in our educational approach, which embraces democracy and active participation, evident in every facet of our activities such as 'Deeksharambh' a student induction program for first year students. Its objective is to ensure that students have a comprehensive understanding of the diverse courses and programs offered by the college, to make them aware of the different departments and clubs as well as the activities they organize and to provide clarity on the evaluation system and examination patterns specific to their chosen courses. For its successful implementation, various committees were formed such as core, technical, discipline, compering, registration, certificate and feedback committees, which encompass teaching staff, administrative staff and students,

nurturing a collaborative and inclusive approach.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://symbiosiscollege.edu.in/assets/pdf/Academic%20and%20Administrative%20committes.%2022-23.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

In the year 2022-23, the college has meticulously implemented the strategic plan. Under curriculum design and development, the college has introduced B. Com/BA/MA (Economics) programme with Business Analytics specialization and initiated the process of restructuring the First year of undergraduate and postgraduate programmes with respect to New Education Policy 2020. The college has collaborated for twinning programmes, dual degree and research projects with international HEIs. College has optimally utilised funds received under RUSA 2.0 component 8 in the areas of computer hardware, equipment and soft components. College has successfully attained Course Outcomes for all the programmes. College has established a Ph. D Research Centre in Commerce, Economics and Psychology under Savitribai Phule Pune University. College has also established a Consultancy cell to provide consultancy to SMEs. International initiatives such as establishing Memorandums of Understanding (MOUs) with international universities, semester exchange, online talks/lectures on relevant subjects were undertaken to foster Intercultural Learning

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	[https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr6/6.1/6.1.1 PERSPECTIVE PLAN 2023-24.pdf](#)
Upload any additional information	[View File](#)

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

The college has a well-defined structure.The organogram is primarily divided into two overarching categories: The Functioning of Autonomy and Functioning of Administration.

Under the leadership of the Principal, the Functioning of Autonomy is further categorized into the Academic section, headed by the Vice-Principal, and the Administrative section, led by the Registrar. The Academic section encompasses Academic Departments, Research Centre, Academic Centers, Library, and Gymkhana, all of which contribute to the college's academic, research, and student support endeavors. The Academic Centersinclude Liberal Arts, Skill Development, and Entrepreneurship cell. On the other hand, the Administrative section plays a crucial role in supporting the college's overall functioning. It is divided into six key departments: Admission, Examination, Purchase, Human Resource, General Administration, and Infrastructure. The Governing Body oversees the administrative operations, with the Finance Committee, Academic Council, and various Statutory Bodies and Cells falling within its purview. Within the Academic Council's jurisdiction are the IQAC (Internal Quality Assurance Cell), Board of Studies, and the Examination Committee. The college follows UGC guidelines and rules prescribed by Government of Maharashtra for the appointments, service rules and procedures for appointment of faculty. The staff appointed by Symbiosis Society aregoverned asper rules prescribed by it.

File Description	Documents
Paste link to Organogram on the institution webpage	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr6/6.2/Organogram.pdf
Upload any additional information	View File
Paste link for additional Information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr6/6.2/6.2.2 Index.pdf

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) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The college undertakes various welfare measures for all its employees. Welfare measures such as Medical Insurance to staff members as a welfare measure, on their appointment. Diwali advances as required and gift vouchers to staff are given before Diwali every year as a token of appreciation and consideration. Gifts to the retired staff from staff welfare funds are also provided as an appreciation of their services rendered in the institute and as a token of remembrance from college. The college conducts various training programs for all the staff members throughout the year which helps them to update their working methodology & knowledge on professional as well as personal front.With respect to career progression opportunities the college has the following system. For teaching staff on grant-in-aid Career Advancement Scheme is applicable, non-teaching staff on grant-in-aid confidential report (CR) is applicable and for the staff on Society Scale, online

Performance Appraisal Report (PAR) system is applicable. The PAR system helps the employees in self-appraisal further followed by their career progress, recommendations for promotions, increments. For the year 2022-23, two faculty members appointed on grant-in-scale got promoted as per CAS system and four non-teaching staff appointed on Society Scale got promoted as per the PAR.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://manthan.symbiosis.edu.in/eSymbUser/Login.aspx

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

9

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 programmes organized by the Institution for its teaching and non-teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	[View File](#)
Upload any additional information	[View File](#)

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

34

File Description	Documents
Summary of the IQAC report	**No File Uploaded**
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The college conducted a statutory Audit for financial Year 2022-2023. The Statutory Financial Audit was completed on 11/09/2023 by our Auditor M. P. Chitale & Co. Chartered Accountants for Symbiosis College of Arts and Commerce for the Financial Year 2022-2023. Government Audit: Every month data for Online and Offline Advance Salary Bills is provided by Accounts to Joint Director of Higher Education, Pune Region, Pune and then we receive Salary Grant in our designated Bank Account which we subsequently disburse to the bank account of concerned Grant in Aid staff. The government audit takes place as and when directed by the authorities. College maintains all required records as prescribed by the authorities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://symbiosiscollege.edu.in/minutesofmeetingfinancecommitee

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

4.74

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The college has a comprehensive fund mobilization policy which clearly defines the need and purposes of fund mobilization. The College applies for various schemes introduced by UGC for getting funds for research & infrastructure. The college continued to spend the amount sanctioned under RUSA Component-8, 'Enhancing Quality and Research in Select Autonomous College' for the grant of Rs. 2.5 Crores in the year 2022-23. The College submits the Statement of Accounts along with utilization certificate as and when demanded by RUSA. The items are purchased as per the guidelines provided by Government of Maharashtra and the procedure is followed for the procurement of various items. College has also received funds in the form of sponsorships rs.451749 and rs.23000 in the form of prize money.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr6/6.4/6.4.3 Fund Mobilisation Policy.pdf

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The Internal Quality Assurance Cell (IQAC) plays an instrumental role in designing, implementing and institutionalizing quality initiatives in the college. IQAC regularly conducts meetings to review teaching, learning processes and actions are initiated based on the recommendations.

IQAC has devised and strengthened the System for conducting activities in college. Earlier the departments/clubs organizing the activities would prepare a budget and conduct the activity. However, since the college has adopted Learning Outcome based Curricular Framework (LOCF), it was necessary to streamline the process of planning and executing the activities.

The steps followed in the new system are as follows:

1. Preparation of proposal by concerned department/association/club head

2. Verification and approval by IQAC

3. Submission of proposal to purchase department for procurement planning of resources required for the activity.

4. Submission of proposal to accounts department for budgetary allocation.

5. Approval by Principal

6. Submission of proposal to central finance department of the parent body and obtaining approval.

7. Conduct the activity adhering to the approved proposal.

8. Post activity payment clearance to guest speakers/judges/experts, vendors.

9. Submission of activity completion report in the format prescribed by IQAC.

This system ensured a detailed planning and reporting mechanism ensuring an alignment with CO's and PO's.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://symbiosiscollege.edu.in/assets/pdf/IQAC%20Meetings%20held%20during%202022-23.pdf

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

IQAC plays a very important role in designing and implementing the review mechanism. The review is conducted through regular meetings of the IQAC. IQAC has developed a system to collect and analyze the feedback annually for different aspects such as Student satisfaction

and Faculty Feedback.

In the academic year 2022-23 mapping of Course Outcomes with Program Outcomes and Programs Specific Outcomes were implemented and the college developed the mechanism of measuring the COs attainment.

A Faculty Development Program (FDP) was jointly organised by TLRC Centre and Gurudakshta Committee on 17th Nov. 2022 on the topic "Innovative Teaching Pedagogical Approaches' ' for the faculty. An ex-professor, Ms. Jasmina Kumar shared her own innovative teaching learning experiences in a very vibrant and enthusiastic way, motivating the faculty to think out of box methods of teaching pedagogy. The faculty thoroughly enjoyed the FDP.

A Seminar was jointly organized by TLRC Centre and the Department of Business Laws, on "Relevance of Intellectual Property Rights" on 28th March 2023 for students of T.Y.B.Com. and Senior college faculty members. Adv. Anand Mahurkar, an IPR Expert, provided the audience with updated information about relevance of Intellectual Property Rights and effects of its violation.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://symbiosiscollege.edu.in/assets/pdf/annual_reports/Annual%20Report%202022-%202023.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College is committed to promoting gender equity by fostering an inclusive and supportive atmosphere for women on campus.The premises are monitored 24/7 by CCTV cameras, complemented by a skilled security team ensuring thorough oversight. Additionally, the college offers the support of a full-time female counselor who is available to assist both students and faculty.Counseling sessions are conducted through diverse channels, including tele-counseling, video calls, and in-person meetings.

Under Project Veera, students have conducted noteworthy programs that address gender issues such as 'Lecture on Menstrual Health and Hygiene', online interactive session on 'Stigma Around Men's Mental Health' , fundraising campaigns for Sanitary pad distribution, and raising awareness about health problems caused by iron deficiency and poor nutrition .

Appropriate amenities such as clean restrooms and common rooms are spaces available for women on campus. Each ladies washroom on the campus is equipped with Padcare bins to ensure the separate and secure disposal of sanitary pads. Additionally, the campus features dedicated washroom facilities that are Divyangjan-friendly for both male and female individuals. In the academic year 2022-23, the college conducted a gender audit to assess the effectiveness of its initiatives and measures in promoting gender equity within the

institution.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr7/7.1.1/7.1.1 Gender Audit Report 2022-23.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy   Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

B. Any 3 of the above

File Description	Documents
Geotagged 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 a maximum of 200 words)

The college prioritizes a clean and hygienic environment by implementing comprehensive waste management practices. In accordance with Pune Municipal Corporation norms, solid waste is meticulously segregated into dry and wet categories. Housekeeping services, under an agreement with Sai Services Limited, ensure vigilant waste maintenance. Single-use plastic is strictly prohibited on campus, aligning with UGC norms, and alternatives are adopted. Sanitary facilities are regularly cleaned, and separate waste bins are strategically placed throughout the campus.

The college fosters awareness about waste identification and associated hazards through NSS programs and workshops. Environmental awareness courses and projects on waste management are integrated into the curriculum. Wet waste from the mess is converted into biogas, promoting effective management. Garden waste undergoes composting for use as fertilizer. Initiatives such as guest lectures, cleanliness drives, and river cleaning projects engage students and staff in environmental causes.

Liquid waste is managed through regular maintenance and drainage into PMC systems. E-waste is handled according to a dedicated IT policy, either donated to NGOs and schools or supplied to authorized disposal agencies. For hazardous E-waste management Standard Operating Procedure is followed. Students creatively upcycle non-biodegradable waste for decoration during events, promoting sustainability in various college programs.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geotagged photographs of the facilities	[View File](#)
Any other relevant information	[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
Geotagged 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
Geotagged 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 undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

A. Any 4 or all of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of

A. Any 4 or all of the above

reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	[View File](#)
Policy documents and brochures on the support to be provided	[View File](#)
Details of the software procured for providing 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, socio-economic and other diversities (within a maximum of 200 words).

During the academic year 2022-23, Symbiosis College of Arts and Commerce in Pune showcased a vibrant commitment to diversity and inclusion through a series of impactful events and programs. The college celebrated Maharashtra Day and Azadi ka Amrit Mahotsav alongside Indigenous Day, enriching students' appreciation for regional and cultural diversities. A guest lecture titled 'Learning from the Tribal People' further emphasized this commitment by fostering understanding of tribal communities.

The 'Every Vote Counts' workshop and the 'BHASHA' initiative respectively highlighted the importance of regional dynamics in democracy and India's linguistic richness. SynchronisMUN addressed socio-economic diversity, while Indradhanu'23 promoted cultural diversity and inclusion, showcasing the college's multifaceted approach to embracing differences.

The Prof. V.M. Dandekar Memorial Series and the Dream Green Business Plan Competition both emphasized socio-economic diversity, encouraging students to engage with complex societal issues. A visit to Darawli in Taluka Mulshi showcased the college's dedication to socio-economic inclusivity through direct community engagement.

Moreover, the ERASMUS exchange program with the University of Hildesheim and Project Veera 2022-23 highlighted the college's international collaboration efforts and its commitment to fostering an inclusive environment, respectively. These initiatives

collectively underscored the institution's dedication to promoting tolerance, understanding, and harmony across various diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)

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

The Symbiosis College of Arts and Commerce takes a holistic approach to education, weaving the values embedded in the Constitution of India into various facets of student life. Beyond the classrooms, the college encourages participation in community service initiatives, promoting the idea of social responsibility. Students are actively involved in outreach programs, volunteering for causes that align with constitutional ideals such as equality, justice, and fraternity.

Recognizing the importance of holistic well-being, the college places a spotlight on youth health and nutrition. Through an enriched campaign in areas like Darawali and Dhankawadi, the institution raises awareness about the significance of a balanced diet and healthy lifestyle choices, promoting the well-being of the community at large. Events and lectures provide students with a unique perspective on sustainable living, community bonds, and the rich cultural heritage of indigenous groups also.

These endeavors collectively create an educational environment where students not only gain theoretical knowledge but also actively engage in campaigns and events that embody the values enshrined in the Constitution of India, nurturing socially conscious and responsible citizens.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

The Symbiosis College of Arts is consistent in commemorating national and international events through varied activities and students programs. The college's calendar is adorned with a tapestry of vibrant festivities, echoing the spirit of diversity and inclusivity.

National commemorations are observed with fervor, whether it's Independence Day, Republic Day, Indian Constitution Day. The campus transforms into a canvas of patriotism, featuring flag hoisting ceremonies, cultural performances, and discussions that delve into the nation's journey.

Samata Din and Human Rights Day are organized that shed light on fostering a culture of empathy and advocacy among the student body. Partition Horrors Remembrance Day is approached with sensitivity and reverence ensuring that the collective memory of the nation's past is preserved. National Voters Day is organized to empower students with knowledge about their role in shaping the democratic fabric of the nation.

In essence, the Symbiosis College of Arts is not just an academic institution but a lively crucible where students actively participate in a rich tapestry of events that celebrate the tapestry of national and international diversity, promoting a holistic and inclusive educational environment.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	[View File](#)
Geotagged photographs of some of the events	[View File](#)
Any other relevant information	[View File](#)

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Use of Technology for Educational and Operational Excellence:

India's changing education landscape has made technology crucial for elevating teaching and learning in higher education. Symbiosis College of Arts and Commerce, has been at the forefront of embracing technology. The utilization of technology through customized software in administrative operations has facilitated operational efficiency, spanning from admissions to human resource management. The students benefit from ICT infrastructure, access to e-libraries, interactive smart boards, and teachers are efficient in delivering technology based education.

- Empowering the human resource

- Operational Excellence through administrative software

- Integrating technology into curriculum

- Use of technology for evaluation and assessment

Fostering Interdisciplinary Education

Interdisciplinary education breaks down traditional subject silos and encourages the integration of knowledge and skills from various disciplines. NEP 2020 advocates for a flexible and interdisciplinary approach to education, allowing students to choose subjects from different streams. The College has a longstanding commitment to integrate interdisciplinary education before NEP 2020. In 2006-2007 the Centre for Liberal Arts was established, which has been seamlessly integrated into the standard curriculum. The college has introduced a Degree with Honors program where domain specific knowledge is combined with professional skills.International collaborations have further helped the college to incorporate interdisciplinarity.

File Description	Documents
Best practices in the Institutional website	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr7/BP -I and BP- 2 Note .pdf
Any other relevant information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr7/BP 1 and BP 2 Final Proof.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Ahead of the Curve : Embracing Sustainability

In today's rapidly evolving world, it is essential for higher education institutes to adopt forward-thinking approaches that not only meet current needs but also anticipate future challenges. One such institutional distinctiveness adopted by Symbiosis College of Arts and Commerce is the adoption of a sustainable approach in various endeavors of the institution.

The College has integrated sustainability into various facets as listed below :

1. The Symbiosis College of Arts and Commerce has become the first verified carbon neutral college in Asia. This significant step towards sustainability and college commitment towards 'green' environmental friendly measures was embarked with a carbon neutrality Memorandum of Understanding agreement by the Symbiosis College of Arts and Commerce with NetZero Environmental Advisory Private Limited for measures to control carbon emissions within its boundaries. This signifies the institute's unwavering commitment to sustainability and environmental responsibility which involves not only minimizing emissions but also investing in innovative solutions that actively remove or offset carbon from the atmosphere.

2. Among the 360 courses offered almost 20 percent are aligned with the Sustainable Development Goals (SDGs).

3. The College has 92 courses aligned with Environmental sustainability.

4. The College organizes various activities, programs oriented to sustainability issues.

5. Sustainable practices followed on campus are rain water harvesting, biogas plants for waste recycling, solar panels & heat pump, energy conservation practices and community engagement are adopted and promoted on the campus.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

1.1.1 Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the Institution.

The endeavour of the college has always been to add value to the curriculum by designing and developing the courses according to the changing trends of the ecosystem. The college aims at fulfilling its vision of being a 'Centre of Excellence' by developing global competencies through knowledge creation, dissemination, character building and social commitment. For the Academic year 2022-23, a total of 30 programmes and 360 Courses have been offered by the college.

The Programme Outcomes and Programme Specific Outcomes have been distinctly defined, and for each course, the course outcomes have been systematically aligned with them using the Revised Bloom's Taxonomy.

Out of the total 360 courses, 209 courses address local needs, 237 courses address regional needs, 304 courses address national needs and 341 courses address global needs.

To cite a few examples- In a course titled, Dalit Literature in English Translation it has texts written by Dalit writers from Maharashtra as well as the other parts of India. Similarly, courses like Advanced Financial Accounting and Advanced International Financial Management offered to ACCA students focus a lot on understanding the application of International Accounting Standards (IFRS) thus addressing the global needs.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://symbiosiscollege.edu.in/obe

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

3

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

360

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	**No File Uploaded**
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

15

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File](#)
Any additional information	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

30

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File](#)
Any additional information	[View File](#)
List of Add on /Certificate programs (Data Template)	[View File](#)

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Professional Ethics - The courses emphasize the importance of integrity, and equip students to make ethical decisions in managerial and social spheres. The courses thus designed aim to create stronger foundations for a resilient and robust business and social environment.

Gender – A number of courses offered address the issue of gender sensitization. This increased understanding is an enabler for fostering a spirit of well-being and equality.

Human Values – The courses developed inculcate human values by creating awareness about the prevalent laws and practices, which in turn guides citizens to be responsible and civic-minded. The curriculum also aims at nurturing students to be more empathetic, kind, respectful, and responsible members of the society.

Environment and Sustainability - The courses help in building and understanding environmentally friendly and sustainable practices for the betterment of the society.It also aims at sensitizing students to be more responsible and accountable in maintaining,

preserving and sustaining the natural environment & surroundings.

The number of courses which address all the above issues are –

Issues integrated in the curriculum

Number of courses in the curriculum which integrates these issues

Professional Ethics

219

Gender

120

Human Values

160

Environment & Sustainability

92

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

204

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

642

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

817

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	**A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr1/1.4.1/1.4.1. Feedback 2022-23.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr1/1.4.1/1.4.1. Feedback 2022-23.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

2679

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

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

555

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 students' learning levels and organises special programmes for both slow and advanced learners.

The college assesses the learning levels based on the student's performance in the October exams. The class average for each degree program is calculated using these results. Students who fail in the October exams are categorized as slow learners.

Subject teachers provide individual guidance and additional sessions as needed to help these students cope up with regular classroom instruction. The Centre for Skill Development (CSD) offers specific courses like 'Effective Communication Skills' and 'Universal Human Values' designed particularly for slow learners. These students also have the option to enroll in other courses provided by CSD.

The college offers a variety of programs and courses to accommodate the diverse learning abilities of advanced learners. These include:

- Honours Degree program

- B.Com program with a specialization in Management Accounting recognized by the Chartered Institute of Management Accountants (CIMA, UK)

- B.Com with Business Analytics

- Numerous certificate courses and diplomas offered by the Centre for Liberal Arts, focusing on holistic student development

- A range of courses provided by the Center for Skill Development to enhance and refine high-level skills.

- Project Campus Entrepreneur is a 3- credit based Incubation

Program to give an opportunity for budding entrepreneurs.

File Description	Documents
Upload any additional information	[View File]
Paste link for additional information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.2/2.2.1 October 2022 Examination Class Average.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
15/06/2023	2679	38

File Description	Documents
Upload any additional information	[View File]

2.3 - Teaching- Learning Process

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

The college aims to provide students with a well-rounded and immersive education. Experiential learning is strongly endorsed, allowing students to engage in on-field projects, hands-on assignments, and field visits, thereby closing the gap between theory and practice. This equips students with the skills needed to excel in a competitive job market and become adaptable professionals.

Furthermore, problem-solving takes precedence, with students developing critical thinking and decision-making abilities through case studies and research, preparing them for real-world challenges.

Interactive learning thrives within the classrooms, as students take charge of their education, enhancing their public speaking, critical thinking, and communication skills through presentations

and group discussions, fostering responsibility for their own learning.

Outside the classroom, co-curricular activities emphasize teamwork, leadership, and practical knowledge application, preparing students for the ever-changing modern world.

Dedication to participative learning transcends a mere teaching method, becoming a philosophy that encourages lifelong learning, empowering students to succeed academically and in personal growth, nurturing adaptability and confidence. An educational journey that involves students actively in their own development is advocated.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.3/2.3.1_Student_Centric_methods.pdf

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The College has transformed the student learning experience through innovative ICT tools. Using Teams as the central Learning Management System (LMS), they streamline course materials, foster self-paced learning, and enable real-time interactions via video conferencing and webinars with global experts. Digital libraries and e-books provide easy access to extensive academic resources. Online assessments and quizzes aid student progress tracking.

Furthermore, the College embraces online resources, such as YouTube videos that complement the curriculum, offering dynamic visual and auditory insights. Teachers also provide real-time data from official websites, keeping students updated with the latest information. Access to extensive research databases empowers independent research and critical thinking.

These resources ensure students' academic proficiency and digital

literacy, preparing them for an information-rich and adaptable world. These ICT initiatives equip the students with essential skills for a rapidly changing world.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.3/2.3.2_Online%20Resources.pdf
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

37

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Academic Calendar Committee (ACC) prepares the Academic Calendar in collaboration with the Principal, Vice Principal, IQAC, Controller of Examination, Heads of departments, Centers, Association in charge, and Teachers of Symbiosis College of Arts and Commerce. It first finalises the dates that mark the beginning and end of the two semesters. In accordance with these dates, examination dates are finalised and communicated to students. Dates are further scheduled for statutory meetings and remaining slots are earmarked by prioritising mandatory programs, curricular, and cocurricular events. Finalised calendar is uploaded on college website for the reference of all stakeholders and fulfilment in accordance is sought.

Teaching plans are prepared by the subject teachers within the respective departments at the beginning of each academic year in accordance with the planned syllabus. The topics are designed along a week-wise format (13 weeks for undergraduate courses, 15 weeks for graduate courses), allocating the topics, supplementary

case studies and assignments. Consultation of heads of departments is sought to ensure an ideal distribution of teaching time and resources. Completion of syllabus and adherence to the teaching plan is evaluated as a part of the evaluative deliberations undertaken during departmental meetings at the close of the year.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

38

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

20

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

11

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

30

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

210

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Online MCQ Examinations were conducted in the months of November and December 2022 for Semester 1,3 and 5 and in March 2023 for Semester 2,4 and 6. Internal assessment 1 for both semesters was conducted using Microsoft Teams.

The Regular and Backlog Examinations of Semester 1,3 and 5, and Backlog examinations of semester 2,4 and 6 of UG were held between 22nd November 2022 to 23rd December 2022 and for PG were

held between 13th December 2023 to 23rd December 2022. In 26 average days the results of these examinations were declared. The Regular and backlog examinations of Semester 2,4 and 6 and Backlog examinations of Semester 1,3 and 5 of UG were conducted between 12th April 2023 to 8th May 2023 and for PG were conducted between 26th April 2023 to 9th May 2023. These all examinations were conducted offline in the college campus. In 30 average days the results of these examinations were declared.

Internal mark list has been modified to incorporate COs considered by the faculty in the Internal Assessment.The Internal Assessment schedule was shared with the faculties at the beginning of each semester.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.5/2.5.3%20COE%20Report%2022-23.pdf

2.6 - Student Performance and Learning Outcomes

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

The college has adopted and implemented the Outcome Based Education for all undergraduate (UG) and postgraduate (PG) programs from the year 2020-21 to enhance the teaching-learning process, as recommended by the University Grants Commission (UGC).

Teachers followed Bloom's taxonomy to construct the COs, mentioning the cognitive learning levels thereof.

In the year 2022-23, the following 15 new courses were introduced and their COs were formulated :

1. Introduction to Business Analytics (Business Analytics)

2. R

3. Excel & Dash Boarding for Managers (Business Analytics)

4. Python

5. Introduction to Finance and the digital world (E1-A) (BCom Management Accounting - Semester 1)

6. P1(A) Cost Accounting (BCom Management Accounting - Semester 1)

7. Financial Reporting (F1-A) (BCom Management Accounting - Semester 1)

8. Managing Finance in a Digital World (E1-B) (BCom Management Accounting - Semester 2)

9. Risks, Uncertainties and decision making in the short term (P1B) (BCom Management Accounting - Semester 2)

10. Financial Statements and Working Capital Management (F1-B) (BCom Management Accounting - Semester 2)

11. Advanced Audit and Assurance (BCom Accounting and Finance - Semester 6)

12. Cross Cultural Psychology (Psychology)

13. Practicum(Psychology)

14. Literature and Science (Interdisciplinary Studies)

15. Literature and Travel (Interdisciplinary Studies)

All the COs and PSOs were approved in the respective Board of Studies and Academic Council. The minutes of meetings are published on the college website.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.6/(AQAR 2022-23) Website Links for COs, POs, PSOs.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Attainment of COs

From the April 2022 - 23 Semester End Examination, the college has started a procedure of mapping the attainment of COs, on the basis of students' performance in the semester end examinations.

For each course, the students of T.Y.B.Com. and T.Y.B.A. were assessed per question in the semester end examination mapped to specific COs.

The average marks scored by the students for each question were calculated and considered as base in this exercise.

After analyzing, the attainment categories for COs are defined as:

Category 1: A particular CO is "ATTAINED" if more than 45% of the students who attempted that question, have scored above the calculated average in that question

Category 2: "NOT ATTAINED"

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

709

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.6/2.6.3_Certified COE report.pdf

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://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr2/2.7/2.7.1%20STUDENT%20SATISFACTION%20SURVEY%202022-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Symbiosis College of Arts and Commerce is committed to create a strong research culture amongst its faculty and students. The college has set-up a Research and Development Cell (as per the UGC Circular F.No.1-5/2021 (NEP/DESK-PARL) previously known as RAC (Research Advisory Committee, est. Sept. 2018), which has been instrumental in monitoring the research culture and activities of the college. The committee operates under the chairmanship of the Principal, Dr. Hrishikesh Soman.

The College has developed a research fund, which provides monetary assistance to faculty members for various publications in journals and paper presentations in seminars and conferences. The College has institutionalized the 'Code of Ethics' since 2022 and formed an Ethics Committee that upholds the principles of ethical research conduct and ensures integrity of scholarly inquiry. In the year 2022, the college purchased the Turnitin software for plagiarism checking and verification of research reports and articles.

A strong IT support system along with well-equipped library and

laboratory set-up is available for research purposes. The college library has access to many online resources as well as journals such as CMIE data, JSTOR, Oxford University Press, among others.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://symbiosiscollege.edu.in/assets/pdf /Research__Policy.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0.25

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

3

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

9

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

3

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://symbiosiscollege.edu.in/assets/pdf/Research_Projects.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

7

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

2

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://symbiosiscollege.edu.in/assets/pdf/Research_Projects.pdf
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Institution has created an ecosystem for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, incubation, etc. To encourage innovative potential and critical thought amongst young minds, equipping them to think about societal and industrial issues, both at both academic and extra-curricular levels. The institution has created a Center for Innovation and Entrepreneurship (CIE) to foster an entrepreneurial matrix in the college. There were various activities and initiatives undertaken by the Centre in the academic year 22-23 such as; Symbiz-Global Entrepreneurship Summit, Indradhanu Arts and Crafts Festival, Manthan-National Level Social Business Plan Competition, Vyapaar Vichaar - Commercial Business Plan competition, Project Campus Entrepreneur to name a few. The center also has Publication endeavors such as research journals and 'Symbipreneurs' (publications detailing alumni entrepreneurs and their ventures).

The Centre for Human Excellence caters to help students imbibing

moral values.

To orient the students with IPR, an insightful seminar was organized on the 'Relevance of Intellectual Property Rights' for students. It focused on procedures of obtaining Patents, Copyrights, Trademarks, and Industrial Design. This event helped the students in enhancing their existing knowledge of IPR and also equipped them with the resources to exercise their rights.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

3

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	[View File](#)

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

9

File Description	Documents
URL to the research page on HEI website	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr3/3.4.2_index.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

10

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

2

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr3/3.4.4_number_of_books_published_2022-23.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

3

File Description	Documents
Any additional information	[View File](#)
Bibliometrics of the publications during the year	[View File](#)

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

4

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	[View File](#)
Any additional information	[View File](#)

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

2.8

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The College has been at the forefront of various social initiatives through units such as SSIP (Symbiosis Social Involvement Program), and Symbiosis Organisation for Upliftment of Lives (SOUL) which comes under the umbrella of SSIP. The college also has a National Service Scheme (NSS) unit of 100 students which undertakes various activities such as; Pune Climate Warriors programme, in association with Vanrai and Symbiosis Centre for Climate Change and Sustainability. It aimed at creating awareness about climate change and possible measures.

On the occasion of National Sports Day, an event was organized at

the college to not only promote the spirit of sportsmanship but also contributed to the betterment of society by donating sports equipment to a PMC school.

Under NSS a special seven-day winter camp was organized in the village of Darawali in 2022. The volunteers made significant efforts to create awareness among the underprivileged sections about government schemes, registration for E-bank facilities, financial literacy, cleanliness and menstrual hygiene. In addition to these, drives for Rural Women's Empowerment, Blood Donation and Voters Registration were also conducted.

In association with PMC, Nehru Yuva Kendra, NSS, and Electoral Literacy Clubs, there was a river cleanliness drive conducted at Mula Mutha river.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr3/3.6.1 Extension Activity Report 2022-23.pdf

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

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

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

32

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	[View File](#)

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

700

File Description	Documents
Reports of the events	[View File](#)
Any additional information	[View File](#)

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

12

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	[View File](#)

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

3

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	[View File](#)
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	[View File](#)
Any additional information	[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 equipments, etc.

The college campus is spread across 2 acres and the built-up area of the college building is 5103.17 Sq.mtr. The college has the following infrastructural facilities:

- 31 classrooms with sufficient illumination, fans, multiple electrical points.

- Two air-conditioned and well-equipped Audio-Visual halls (seating capacity-120 each); where lectures, seminars, and conferences are conducted.

- Two Conference Rooms.

- Vishwabhavan (Auditorium) with a seating capacity of 567, for national/international conferences, prize-distribution ceremonies, and other events.

- Four Computer Laboratories to conduct practical and online examinations. There are 273 computers with necessary software such as StatCraft, IBM SPSS, SPSS AMOS, Tally, Anaconda, R, Jupiter Notebook, Python & Machine Learning, Linux Ubuntu besides standard software.

- Psychology Laboratory

- Library with a wide collection of books and E-resources accessible to all.

- Two separate reading halls for students and teachers.

- Media Center which aids e-content development and enhances the overall learning environment.

- Interactive Smart Boards (40), LCD projectors (46), Public Announcement Systems, Cordless Mics, comfortable benches, and podiums in classrooms.

- 54 printers

- LAN and internet connection (400 Mbps) enabled across campus.

- **Video conferencing, lecture live-streaming**

- **Microsoft Teams, Cisco WebEx, Google Classroom, and other virtual meeting platforms.**

- **Digital Notice Boards.**

- **Active college website and presence on social media channels.**

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

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

The college is a compact institute in the heart of the city. The college has Audio-Visual Hall, conference room, Auditorium which is available for cultural programmes, curricular and co-curricular activities.

Vishwabhavan is a well-equipped, air conditioned hall with a seating capacity of 567, which is available for national and international conferences, prize distribution ceremony (academic and sports) and various events.

Vishwabhavan also has an attached Conference Room for multiple purposes.

The standard size Volleyball court in the campus is available to students. The college has tied up with sister institutes and other institutes for using their ground as well as sports facilities on rental basis. On the campus students can play indoor games like chess, table tennis etc. The Symbiosis Centre for Health Care is an in house medical clinic catering to the medical requirements of students and staff. The college has a well-equipped gymnasium and Recreation and Wellness Center which is available to students and faculty.

The college also has an open space dedicated for yoga and student activities. The college has:

- **Indoor Sports Section for Chess, Carrom, Table Tennis and Yoga.**

- **A four-station Gym Machine**

- **Playgrounds on a rental basis**

- **Awning area for rehearsals.**

Other facilities available on campus:

- **Gymnasium.**

- **A Volleyball Court**

File Description	Documents
Geotagged pictures	[View File]()
Upload any additional information	[View File]()
Paste link for additional information	https://symbiosiscollege.edu.in/infrastructure

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

36

File Description	Documents
Upload any additional information	[View File]()
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File]()

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

98.33

File Description	Documents
Upload audited utilization statements	[View File](#)
Details of Expenditure, excluding salary, during the years	[View File](#)
Any additional information	[View File](#)

4.2 - Library as a Learning Resource

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

- **The college library has adequate infrastructural facilities and a diverse collection of books and electronic resources. It has a collection of 42463 books along with journals, periodicals, e-books, e-journals, and CDs-DVDs.**

- **The library provides multilingual resources on various subjects, both curriculum-related and beyond. The collection features domain-related reference books, encyclopedias, books for competitive exam preparation, and self-help books. Books on mythology, history, sociology, philosophy and spirituality are also available.**

- **The library purchases newly published books and subscribes to journals throughout the year. New arrivals are intimated to the staff and students and also displayed in the New Arrivals Showcase. Library orientation programmes are conducted for students and teachers.**

- **In the year 2014, the library migrated to KOHA open source library management system. It has various modules for various library operations along with WEBOPAC. The software is periodically updated and maintained through Annual Maintenance Contract.**

- **Library offers various facilities and services to its users such as reading hall, book borrowing facility, reference service, Issue of Identity card, user orientation programmes etc.**

Description of the ILMS software

Name of the ILMS software

KOHA

Nature of automation (fully or partially)

Fully

Version

3.22.07.000

Year of automation

2014

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://sacc-koha.informindia.co.in/

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File](#)
Upload any additional information	[View File](#)

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

18.36

File Description	Documents
Audited statements of accounts	View File
Any additional information	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 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

128

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The college has a well-defined IT policy to ensure the safe and ethical use of IT infrastructure like Wi-Fi, Surveillance Cameras, Digital Display Boards, Biometric Systems, ERP, Computers, Software and Other Computing Resources.

The College has:

- **367 computers and 11 Laptops with all the necessary software configurations, which are consistently upgraded.**

- **4 Computer Laboratories having 273 computers equipped with all the necessary software configurations used for practicals, online examinations, training sessions and lectures.**

- **VMWARE Server, Backup Solution and Next Generation Hardware Firewall to secure IT infrastructure.**

- **Wi-Fi enabled building with 2.4 and 5 GHz frequency connectivity and 20 access points.**

- **Internet connectivity: 400 Mbps bandwidth.**

- **Virtualization Technologies and Data Backup Service.**

- **Interactive Smart Boards, LCD Projectors and Public Announcementsystems in classrooms.**

- **Computers and printers in all departments.**

- **Media Center, equipped with latest technology and resources to support E-content development.**

- **Digital Notice Boards on all floors.**

- **Video Conferencing facility.**

- **An active and dynamic website in compliance with UGC and Government regulations.**

- **67 CCTV cameras for surveillance.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr4/4.3/4.3.1_Geotag Photos of All IT Facilities.pdf](#)

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2679	273

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

4.3.3 - Bandwidth of internet connection in | **A. ?50 Mbps**

the Institution and the number of students on campus

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing | **A. All four of the above**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://symbiosiscollege.edu.in/assets/images/md/md-_8_.webp
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

321.68

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

- **The College ensures regular maintenance and upkeep of all infrastructural facilities.**

- Symbiosis Society and college have comprehensive maintenance policies.

- Symbiosis Society has an Estate Office and designated staff for overseeing the maintenance of buildings, classrooms and laboratories.

- The college has also appointed a supervisor to oversee all the maintenance activities of the college.

- The physical and IT infrastructure is maintained through Annual Maintenance Contracts (AMC).

- Symbiosis Society has appointed the housekeeping and security staff on contractual basis. The college shares the proportionate expenses for the same.

- Cleanliness & daily maintenance of the interior facility (classrooms, laboratories, library, hallway, and staircase) is undertaken by the housekeeping team.

- Preventive and corrective maintenance of infrastructural facilities, biogas plants, water purification units, generators, electric supply, and firefighting equipment are undertaken periodically.

- Garbage disposal facilities are available.

- The IT staff of the college regularly monitors ICT facilities such as computers, internet, Interactive Smart Boards, Wi-Fi, and LCD projectors, CCTV.

- The electrical fittings such as lights, fans, switches, and plug points in the classrooms are regularly monitored by the Estate Department of Symbiosis Society.

- The college website is monitored and updated from time to time by the IT Section of the college .

- The Gymnasium has a Fitness Trainer and a Gymnasium Attendant who ensure that the equipment is in perfect working condition.

- The Sports Attendant ensures regular upkeep of indoor sports facilities.

- **Library is governed by the Library Advisory Committee (LAC).**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr4/4.4/4.4.2 Maintenance Policy SOP.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

238

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

14

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga,	**A. All of the above**

Physical fitness, Health and Hygiene)
Awareness of Trends in Technology

File Description	Documents
Link to Institutional website	https://symbiosiscollege.edu.in/skill_development
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

1375

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 adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

233

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

230

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	View File

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

30

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

19

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

As per the Maharashtra Public Universities Act 2016 (Maharashtra. Act No. VI of 2017), there is a provision for a Students Development Board to manage cultural and welfare activities in educational institutions.

The composition of the Student Development Cell at Symbiosis College of Arts and Commerce is as follows-

Sr. No.

Student development cell and council

Head/ Representative

1.

Vice Principal

Head

1.

Senior Teacher /Professor

Representative

 1.

Senior Teacher /Professor (Female)

Representative

 1.

Social Worker

Representative

 1.

Counsellor

Representative

 1.

Student Council Officer

Principal

 1.

Student Council Officer

NSS

 1.

Student Council Officer

SDO

 1.

Student Council Officer

Sports

The Student Council actively participates in various academic and

administrative committees, enhancing the college's overall environment.

They contribute to organizing festivals, inter-college events, and other engagements vital for student life.

Additionally, student representatives in statutory committees play a crucial role in ensuring a safe and discrimination-free environment.

They raise awareness about issues like ragging and work towards creating a secure atmosphere both on and off-campus.

Through their participation, they strive to improve facilities and academic standards, benefitting all stakeholders involved in the college community.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://symbiosiscollege.edu.in/assets/pdf/Academic%20and%20Administrative%20committes.%2022-23.pdf

5.3.3 - Number of sports and cultural events / competitions organised by the institution

21

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Symbiosis College of Arts and Commercetakes pride in its alumni and their continued support in placements, mentoring, career guidance, which has strengthened industry-academia linkages. They

have been role models for our students and an asset to their alma-mater.Many of them are willing to give back to their alma-mater as a sign of their gratitude and affinity towards the institution. The involvement of alumni in supporting and contributing to their college is important for our institution's development.

In Symbiosis College of Arts and Commerce, alumni are the brand-ambassadors and our institution has benefited from them academically and professionally. They have been invited for student induction programmes, training and mentoring sessions, corporate readiness and personality development sessions. Our alumni have been an integral part of our Board of Studies and their valuable suggestions have been incorporated in syllabus framing and strengthening our academic endeavors.

?The alumni of Symbiosis College of Arts and Commerce serve many valuable roles, such as helping to build and grow our institution's brand. They are invited as experts to interact with our young minds. Their success stories and experience inspires and motivates students.

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

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

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 an effective leadership in tune with the vision and mission of the Institution

Vision

Symbiosis College of Arts and Commerce will be a Centre of Excellence in developing global competencies through knowledge creation and dissemination, character building and social commitment.

Mission

Symbiosis College of Arts and Commerce is committed to offer academic programmes in conventional and in emerging fields incorporating technology, research and an interdisciplinary approach. This academic endeavour will be supported by relevant co- curricular and extra-curricular activities inculcating life-skills, values and social accountability enabling learners to make meaningful contributions globally.

The institutional leadership provides opportunity for teachers to participate in the decision-making process through their representation on various academic bodies like Governing Body, Academic Council, Board of Studies and Internal Quality Assurance Cell. The Vision and Mission of the College is the driving force for conducting various activities and devising the strategic and perspective plan of the College. The strategic plan and perspective plan focuses on the following areas:

1. Optimum fund utilization under RUSA 2.0 component 8

2. Curriculum Design and Development

3. Implementation of UGC quality mandate

4. Teaching Learning

5. Examination and Evaluation

6. Administrative and Governance

7. Research

8. Student career development

9. Entrepreneurship and Incubation

10. International Collaboration

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr6/6.1/6.1.1_PERSPECTIVE_PLAN_2023-24.pdf

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

To foster the principles of decentralization and participative management, the college establishes various committees and cells, each presided over by the head of institution, faculty members and student support teams. At SCAC, we are deeply dedicated to instilling life skills and core values that empower our students to make significant global contributions. This commitment is reflected in our educational approach, which embraces democracy and active participation, evident in every facet of our activities such as 'Deeksharambh' a student induction program for first year students. Its objective is to ensure that students have a comprehensive understanding of the diverse courses and programs offered by the college, to make them aware of the different departments and clubs as well as the activities they organize and to provide clarity on the evaluation system and examination patterns specific to their chosen courses. For its successful implementation, various committees were formed such as core, technical, discipline, compering, registration, certificate and feedback committees, which encompass teaching staff, administrative staff and students, nurturing a collaborative and inclusive approach.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://symbiosiscollege.edu.in/assets/pdf/Academic%20and%20Administrative%20committes.%2022-23.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

In the year 2022-23, the college has meticulously implemented the strategic plan. Under curriculum design and development, the college has introduced B. Com/BA/MA (Economics) programme with Business Analytics specialization and initiated the process of restructuring the First year of undergraduate and postgraduate programmes with respect to New Education Policy 2020. The college has collaborated for twinning programmes, dual degree and research projects with international HEIs. College has optimally utilised funds received under RUSA 2.0 component 8 in the areas of computer hardware, equipment and soft components. College has successfully attained Course Outcomes for all the programmes. College has established a Ph. D Research Centre in Commerce, Economics and Psychology under Savitribai Phule Pune University. College has also established a Consultancy cell to provide consultancy to SMEs. International initiatives such as establishing Memorandums of Understanding (MOUs) with international universities, semester exchange, online talks/lectures on relevant subjects were undertaken to foster Intercultural Learning

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr6/6.1/6.1.1 PERSPECTIVE PLAN 2023-24.pdf
Upload any additional information	[View File](#)

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

The college has a well-defined structure.The organogram is primarily divided into two overarching categories: The Functioning of Autonomy and Functioning of Administration.

Under the leadership of the Principal, the Functioning of Autonomy is further categorized into the Academic section, headed by the Vice-Principal, and the Administrative section, led by the Registrar. The Academic section encompasses Academic Departments, Research Centre, Academic Centers, Library, and Gymkhana, all of

which contribute to the college's academic, research, and student support endeavors. The Academic Centersinclude Liberal Arts, Skill Development, and Entrepreneurship cell. On the other hand, the Administrative section plays a crucial role in supporting the college's overall functioning. It is divided into six key departments: Admission, Examination, Purchase, Human Resource, General Administration, and Infrastructure. The Governing Body oversees the administrative operations, with the Finance Committee, Academic Council, and various Statutory Bodies and Cells falling within its purview. Within the Academic Council's jurisdiction are the IQAC (Internal Quality Assurance Cell), Board of Studies, and the Examination Committee. The college follows UGC guidelines and rules prescribed by Government of Maharashtra for the appointments, service rules and procedures for appointment of faculty. The staff appointed by Symbiosis Society aregoverned asper rules prescribed by it.

File Description	Documents
Paste link to Organogram on the institution webpage	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr6/6.2/Organogram.pdf
Upload any additional information	View File
Paste link for additional Information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr6/6.2/6.2.2 Index.pdf

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) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The college undertakes various welfare measures for all its employees. Welfare measures such as Medical Insurance to staff members as a welfare measure, on their appointment. Diwali advances as required and gift vouchers to staff are given before Diwali every year as a token of appreciation and consideration. Gifts to the retired staff from staff welfare funds are also provided as an appreciation of their services rendered in the institute and as a token of remembrance from college. The college conducts various training programs for all the staff members throughout the year which helps them to update their working methodology & knowledge on professional as well as personal front.With respect to career progression opportunities the college has the following system. For teaching staff on grant-in-aid Career Advancement Scheme is applicable, non-teaching staff on grant-in-aid confidential report (CR) is applicable and for the staff on Society Scale, online Performance Appraisal Report (PAR) system is applicable. The PAR system helps the employees in self-appraisal further followed by their career progress, recommendations for promotions, increments. For the year 2022-23, two faculty members appointed on grant-in-scale got promoted as per CAS system and four non-teaching staff appointed on Society Scale got promoted as per the PAR.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://manthan.symbiosis.edu.in/eSymbUser/Login.aspx

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

9

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 programmes organized by the Institution for its teaching and non-teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

34

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The college conducted a statutory Audit for financial Year 2022-2023. The Statutory Financial Audit was completed on 11/09/2023 by our Auditor M. P. Chitale & Co. Chartered Accountants for Symbiosis College of Arts and Commerce for the Financial Year 2022-2023. Government Audit: Every month data for Online and Offline Advance Salary Bills is provided by Accounts to Joint Director of Higher Education, Pune Region, Pune and then we receive Salary Grant in our designated Bank Account which we subsequently disburse to the bank account of concerned Grant in Aid staff. The government audit takes place as and when directed by the authorities. College maintains all required records as prescribed by the authorities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://symbiosiscollege.edu.in/minutesofmeetingfinancecommitee

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

4.74

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The college has a comprehensive fund mobilization policy which clearly defines the need and purposes of fund mobilization. The College applies for various schemes introduced by UGC for getting funds for research & infrastructure. The college continued to spend the amount sanctioned under RUSA Component-8, 'Enhancing Quality and Research in Select Autonomous College' for the grant of Rs. 2.5 Crores in the year 2022-23. The College submits the Statement of Accounts along with utilization certificate as and when demanded by RUSA. The items are purchased as per the guidelines provided by Government of Maharashtra and the procedure is followed for the procurement of various items. College has also received funds in the form of sponsorships rs.451749 and rs.23000 in the form of prize money.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr6/6.4/6.4.3 Fund Mobilisation Policy.pdf

6.5 - Internal Quality Assurance System
6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The Internal Quality Assurance Cell (IQAC) plays an instrumental role in designing, implementing and institutionalizing quality initiatives in the college. IQAC regularly conducts meetings to review teaching, learning processes and actions are initiated based on the recommendations.

IQAC has devised and strengthened the System for conducting activities in college. Earlier the departments/clubs organizing the activities would prepare a budget and conduct the activity. However, since the college has adopted Learning Outcome based Curricular Framework (LOCF), it was necessary to streamline the process of planning and executing the activities.

The steps followed in the new system are as follows:

1. Preparation of proposal by concerned department/association/club head

2. Verification and approval by IQAC

3. Submission of proposal to purchase department for procurement planning of resources required for the activity.

4. Submission of proposal to accounts department for budgetary allocation.

5. Approval by Principal

6. Submission of proposal to central finance department of the parent body and obtaining approval.

7. Conduct the activity adhering to the approved proposal.

8. Post activity payment clearance to guest speakers/judges/experts, vendors.

9. Submission of activity completion report in the format

prescribed by IQAC.

This system ensured a detailed planning and reporting mechanism ensuring an alignment with CO's and PO's.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://symbiosiscollege.edu.in/assets/pdf/IQAC%20Meetings%20held%20during%202022-23.pdf

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

IQAC plays a very important role in designing and implementing the review mechanism. The review is conducted through regular meetings of the IQAC. IQAC has developed a system to collect and analyze the feedback annually for different aspects such as Student satisfaction and Faculty Feedback.

In the academic year 2022-23 mapping of Course Outcomes with Program Outcomes and Programs Specific Outcomes were implemented and the college developed the mechanism of measuring the COs attainment.

A Faculty Development Program (FDP) was jointly organised by TLRC Centre and Gurudakshta Committee on 17th Nov. 2022 on the topic "Innovative Teaching Pedagogical Approaches' ' for the faculty. An ex-professor, Ms. Jasmina Kumar shared her own innovative teaching learning experiences in a very vibrant and enthusiastic way, motivating the faculty to think out of box methods of teaching pedagogy. The faculty thoroughly enjoyed the FDP.

A Seminar was jointly organized by TLRC Centre and the Department of Business Laws, on "Relevance of Intellectual Property Rights" on 28th March 2023 for students of T.Y.B.Com. and Senior college faculty members. Adv. Anand Mahurkar, an IPR Expert, provided the audience with updated information about relevance of Intellectual

Property Rights and effects of its violation.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	**A. Any 4 or all of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	https://symbiosiscollege.edu.in/assets/pdf/annual_reports/Annual%20Report%202022-%202023.pdf
Upload e-copies of accreditations and certification	[View File]()
Upload details of quality assurance initiatives of the institution	[View File]()
Upload any additional information	[View File]()

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College is committed to promoting gender equity by fostering an inclusive and supportive atmosphere for women on campus. The premises are monitored 24/7 by CCTV cameras, complemented by a skilled security team ensuring thorough oversight. Additionally, the college offers the support of a full-time female counselor

who is available to assist both students and faculty.Counseling sessions are conducted through diverse channels, including tele-counseling, video calls, and in-person meetings.

Under Project Veera, students have conducted noteworthy programs that address gender issues such as 'Lecture on Menstrual Health and Hygiene', online interactive session on 'Stigma Around Men's Mental Health' , fundraising campaigns for Sanitary pad distribution, and raising awareness about health problems caused by iron deficiency and poor nutrition .

Appropriate amenities such as clean restrooms and common rooms are spaces available for women on campus. Each ladies washroom on the campus is equipped with Padcare bins to ensure the separate and secure disposal of sanitary pads. Additionally, the campus features dedicated washroom facilities that are Divyangjan-friendly for both male and female individuals. In the academic year 2022-23, the college conducted a gender audit to assess the effectiveness of its initiatives and measures in promoting gender equity within the institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr7/7.1.1/7.1.1 Gender Audit Report 2022-23.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	**B. Any 3 of the above**

File Description	Documents
Geotagged 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 a maximum of 200 words)

The college prioritizes a clean and hygienic environment by implementing comprehensive waste management practices. In accordance with Pune Municipal Corporation norms, solid waste is meticulously segregated into dry and wet categories. Housekeeping services, under an agreement with Sai Services Limited, ensure vigilant waste maintenance. Single-use plastic is strictly prohibited on campus, aligning with UGC norms, and alternatives are adopted. Sanitary facilities are regularly cleaned, and separate waste bins are strategically placed throughout the campus.

The college fosters awareness about waste identification and associated hazards through NSS programs and workshops. Environmental awareness courses and projects on waste management are integrated into the curriculum. Wet waste from the mess is converted into biogas, promoting effective management. Garden waste undergoes composting for use as fertilizer. Initiatives such as guest lectures, cleanliness drives, and river cleaning projects engage students and staff in environmental causes.

Liquid waste is managed through regular maintenance and drainage into PMC systems. E-waste is handled according to a dedicated IT policy, either donated to NGOs and schools or supplied to authorized disposal agencies. For hazardous E-waste management Standard Operating Procedure is followed. Students creatively upcycle non-biodegradable waste for decoration during events, promoting sustainability in various college programs.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	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	A. Any 4 or all of the above

distribution system in the campus

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	**A. Any 4 or All of the above**

File Description	Documents
Geotagged 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 undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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**

20-03-2024 12:37:58

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

`A. Any 4 or all of the above`

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing 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, socio-economic and other diversities (within a maximum of 200 words).

During the academic year 2022-23, Symbiosis College of Arts and Commerce in Pune showcased a vibrant commitment to diversity and inclusion through a series of impactful events and programs. The college celebrated Maharashtra Day and Azadi ka Amrit Mahotsav alongside Indigenous Day, enriching students' appreciation for

regional and cultural diversities. A guest lecture titled 'Learning from the Tribal People' further emphasized this commitment by fostering understanding of tribal communities.

The 'Every Vote Counts' workshop and the 'BHASHA' initiative respectively highlighted the importance of regional dynamics in democracy and India's linguistic richness. SynchronisMUN addressed socio-economic diversity, while Indradhanu'23 promoted cultural diversity and inclusion, showcasing the college's multifaceted approach to embracing differences.

The Prof. V.M. Dandekar Memorial Series and the Dream Green Business Plan Competition both emphasized socio-economic diversity, encouraging students to engage with complex societal issues. A visit to Darawli in Taluka Mulshi showcased the college's dedication to socio-economic inclusivity through direct community engagement.

Moreover, the ERASMUS exchange program with the University of Hildesheim and Project Veera 2022-23 highlighted the college's international collaboration efforts and its commitment to fostering an inclusive environment, respectively. These initiatives collectively underscored the institution's dedication to promoting tolerance, understanding, and harmony across various diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)

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

The Symbiosis College of Arts and Commerce takes a holistic approach to education, weaving the values embedded in the Constitution of India into various facets of student life. Beyond the classrooms, the college encourages participation in community service initiatives, promoting the idea of social responsibility.

Students are actively involved in outreach programs, volunteering for causes that align with constitutional ideals such as equality, justice, and fraternity.

Recognizing the importance of holistic well-being, the college places a spotlight on youth health and nutrition. Through an enriched campaign in areas like Darawali and Dhankawadi, the institution raises awareness about the significance of a balanced diet and healthy lifestyle choices, promoting the well-being of the community at large. Events and lectures provide students with a unique perspective on sustainable living, community bonds, and the rich cultural heritage of indigenous groups also.

These endeavors collectively create an educational environment where students not only gain theoretical knowledge but also actively engage in campaigns and events that embody the values enshrined in the Constitution of India, nurturing socially conscious and responsible citizens.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized	A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

The Symbiosis College of Arts is consistent in commemorating national and international events through varied activities and students programs. The college's calendar is adorned with a tapestry of vibrant festivities, echoing the spirit of diversity and inclusivity.

National commemorations are observed with fervor, whether it's Independence Day, Republic Day, Indian Constitution Day. The campus transforms into a canvas of patriotism, featuring flag hoisting ceremonies, cultural performances, and discussions that delve into the nation's journey.

Samata Din and Human Rights Day are organized that shed light on fostering a culture of empathy and advocacy among the student body. Partition Horrors Remembrance Day is approached with sensitivity and reverence ensuring that the collective memory of the nation's past is preserved. National Voters Day is organized to empower students with knowledge about their role in shaping the democratic fabric of the nation.

In essence, the Symbiosis College of Arts is not just an academic institution but a lively crucible where students actively participate in a rich tapestry of events that celebrate the tapestry of national and international diversity, promoting a holistic and inclusive educational environment.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Use of Technology for Educational and Operational Excellence:

India's changing education landscape has made technology crucial for elevating teaching and learning in higher education. Symbiosis College of Arts and Commerce, has been at the forefront of embracing technology. The utilization of technology through customized software in administrative operations has facilitated operational efficiency, spanning from admissions to human resource management. The students benefit from ICT infrastructure, access to e-libraries, interactive smart boards, and teachers are efficient in delivering technology based education.

- **Empowering the human resource**

- **Operational Excellence through administrative software**

- **Integrating technology into curriculum**

- **Use of technology for evaluation and assessment**

Fostering Interdisciplinary Education

Interdisciplinary education breaks down traditional subject silos and encourages the integration of knowledge and skills from various disciplines. NEP 2020 advocates for a flexible and

interdisciplinary approach to education, allowing students to choose subjects from different streams. The College has a longstanding commitment to integrate interdisciplinary education before NEP 2020. In 2006-2007 the Centre for Liberal Arts was established, which has been seamlessly integrated into the standard curriculum. The college has introduced a Degree with Honors program where domain specific knowledge is combined with professional skills.International collaborations have further helped the college to incorporate interdisciplinarity.

File Description	Documents
Best practices in the Institutional website	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr7/BP -I and BP- 2 Note .pdf
Any other relevant information	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr7/BP 1 and BP 2 Final Proof.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Ahead of the Curve : Embracing Sustainability

In today's rapidly evolving world, it is essential for higher education institutes to adopt forward-thinking approaches that not only meet current needs but also anticipate future challenges. One such institutional distinctiveness adopted by Symbiosis College of Arts and Commerce is the adoption of a sustainable approach in various endeavors of the institution.

The College has integrated sustainability into various facets as listed below :

1. The Symbiosis College of Arts and Commerce has become the first verified carbon neutral college in Asia. This significant step towards sustainability and college commitment towards 'green' environmental friendly measures was embarked with a carbon neutrality Memorandum of Understanding agreement by the Symbiosis College of Arts and Commerce with NetZero Environmental Advisory Private Limited for measures to control carbon emissions within its

boundaries. This signifies the institute's unwavering commitment to sustainability and environmental responsibility which involves not only minimizing emissions but also investing in innovative solutions that actively remove or offset carbon from the atmosphere.

2. Among the 360 courses offered almost 20 percent are aligned with the Sustainable Development Goals (SDGs).

3. The College has 92 courses aligned with Environmental sustainability.

4. The College organizes various activities, programs oriented to sustainability issues.

5. Sustainable practices followed on campus are rain water harvesting, biogas plants for waste recycling, solar panels & heat pump, energy conservation practices and community engagement are adopted and promoted on the campus.

File Description	Documents
Appropriate link in the institutional website	https://aqar23.symbiosiscollege.edu.in/AQAR2022-23/cr7/7.3.1 Institutional Distinctiveness Proofs.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. To conduct the statutory meetings of the respective committees

2. To implement the decisions taken by Academic Council and Governing Body

3. To implement the revised curriculum

4. To strengthen the student mentorship program

5. To encourage faculty to undertake research projects and publish research papers

6. To motivate student to participate in co-curricular, extracurriculum and sports activities

7. To motivate students for research based publications

8 To integrate technology in teaching-learning process

9 To monitor the utilization of grants under RUSA 2,0 Component 8

10. To increase the participation of industry in curriculum and placement