



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		INDIRA COLLEGE OF COMMERCE AND SCIENCE
Name of the head of the Institution		Prakash V. Pandare
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		020-66759502
Mobile no.		9552626127
Registered Email		principal@iccs.ac.in
Alternate Email		janardanp@iccs.ac.in
Address		Indira College of Commerce and Science, Dhruv, 89/2A, New Pune-Mumbai Highway, Tathwade, Wakad
City/Town		Pune
State/UT		Maharashtra
Pincode		411033

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	private
Name of the IQAC co-ordinator/Director	Shivendu Bhushan
Phone no/Alternate Phone no.	02066759636
Mobile no.	9890686216
Registered Email	shivendu@iccs.ac.in
Alternate Email	janardanp@iccs.ac.in

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://iccs.ac.in/assets/images/aqar/AQAR-18-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://iccs.ac.in/index.php?/AcademicCalendar/#AY2019-20

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.9	2009	30-Jan-2009	29-Jan-2014
2	A	3.12	2015	03-Mar-2015	02-Mar-2020
3	A	3.12	2020	02-Mar-2020	31-Dec-2025

6. Date of Establishment of IQAC	07-Sep-2009
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Womens Day Celeration	09-Mar-2020 01	34
Mathematics Day and Farmers Day	23-Dec-2019 01	27
Indira Mock World Trade Organisation,	15-Jan-2019 01	431
Intercollegiate Debating Competition	09-Mar-2019 01	84
Rotary Charter Installation	14-Dec-2019 01	471
Blood donation camp	05-Dec-2019 01	134
Jaykar Vyakhyanmala	04-Dec-2019 03	413
National Conference on Recent Trends in Computer Science and Applications	19-Dec-2019 02	120
Student Conference	20-Dec-2019 02	372
Indira Faculty Efficiency Enhancement Program	23-Sep-2019 03	66
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NILL	NILL	NILL	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Planning for Academic Calendar, Planner, Worksheets and Continuous evaluation with analyzed feedback was done to make teaching learning process more strong. Inclusion of ICT enabled class Rooms and ERP System. Framing of Perspective plan and various policies and its implementation. 2. To enhance Teachers Quality IQAC conducts series of Faculty Development programs under Indira Faculty Efficiency Enhancement Program, IFEEP, where conducted Intellectual Property Rights, IPR Workshop to help teachers to file Patent rights. and focused on CO and PO, Preparing Research Proposal for getting Govt. Grant or Fellowship etc by renowned speakers. 3. To increase efficiency Digitization of College records and its hierarchical uploading. 4. Foreign Universities Tieups and International exposure to students. 5. Conducted various Social Activities like Blood donation camp, Tree plantation, River cleaning, School stationery Donations for Needy students, Cleaness Drive etc activities and taking care of Indira Sustainable Maharashtra.

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

Plan of Action	Achivements/Outcomes
Planning to conduct the International Tour and International TieUps.	Successfully done One International Tour at Malaysia and Tieup with Asia Pacific University, Kuala Lumpur, Malaysia
Planning to organize Jaykar Vyakhyanmala series	Organized Jaykar Vyakhyanmala series on 4th, 5th and 6th of December 2019.
Planning for Administrative and Academic Audit	Done with Administrative and Academic Audit
Planning for Internal NAAC Audit	Internal NAAC Audit done on the month of May 2020 by experts for Assurance of Quality in Education, Timely Updation and Maintenance of NAAC related data and all college level ethical practices.
Planning to conduct various new activities under the NSS and EVS	Organized Blood donation camp and various Social Responsibility Initiatives like Clean City Initiative, polio dose, samvidhan diwas, woman safety, promoting voters for casting vote, Green India, Clean India mission etc.
Planning to conducted Faculty Development program (Indira Faculty Efficiency Enhancement Program)	Organized Successfully session on Faculty Development Program.

Planning to apply for NIRF ranking	Applied for NIRF
Planning to apply for Autonomy	Submitted Proposal for Autonomy
Planning to apply for INDIA TODAY MDRA Best college ranking	Applied for INDIA TODAY MDRA Best college ranking
Planning of Academic Calendar, to conduct various activities on time	Significant efforts implemented to follow Academic Calendar
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
College Development Committee	06-Nov-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
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Date of Visit	17-Feb-2020
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	30-Jan-2019
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The college has an effective MIS. It is managed by an ERP named JUNO. The sole purpose of having an ERP was to carry out the smooth functioning all day to day activities in college, for students, teachers and also the administration department. Following are the Five modules which the college uses: 1. Student data Management 2. Faculty Data management 3. Parent Module 4. Library Module 5. Finance Module. Description: ERP system stores and manages the complete record of students and employees. It comes with the provision to give access to students, teachers and other employees to access the related information any time they want. ERP System helps in admission process which involves online enquiry, online application form, online submission of</p>
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application form with related documents and online payment of application form and fees too. The ERP System offers several benefits to teachers such as, automated student attendance, computerized management of student examination marks and grades, timetable creation in advance, efficient and effective interaction with parents, access to a forum common to students and parents, access to own and students' attendance, better organization of College Activities, manage class information and analytical reports, Internal messaging and email system, organization of online test and quizzes for students. Also all leave records of teaching and nonteaching staff is maintained in ERP. The teaching and nonteaching staff apply for leave online through ERP. Employees also get their salary slips online through ERP. The ERP System offers several benefits to Students also such as enhanced interaction with teachers, parents, and peers, access to attendance, timetable, marks, grades and examination schedule, liberty to publish articles and views, and participate in discussion forums, freedom to browse through library books catalogue and identify the books to be issued, prior information about College events and holidays. Students submit their assignments through ERP. The college provides online fees payment facility to students which the students usually fill through ERP and the receipt for the same is also provided online. The ERP System offers several benefits to Parents as in today's busy life, where often both the parents are working or living far away from the College, it is difficult for them to visit the institution personally. The reporting system of ERP Software enables them to have a closer look to their wards performance and all this from their home or offices, using ERP software. Some of the advantages of this College software for parents are getting connected to the College effectively and easily, frequent interaction with teachers, active participation in College Activities, regular update on child/wards attendance, progress reports, and student fee payment details. The

parents are also intimated about the various curricular, cocurricular and extra curricular events organized and conducted by college. Regular and prompt availability of College updates through articles, discussion forums, image gallery and messaging system is also provided. The Placement and preplacement activity is of vital importance. For the same the ERP system provides assistance. Overall ERP helps in functioning of all activities in college.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution meticulously plans for effective implementation of the curriculum. College has established an academic planning and development committee in order to establish a systematic mechanism for curriculum delivery and documentation. These committees are constituted in the year 2016-17 and the all the HOD's of different department are the core team members of these committee. The committee members meet four times in the year in the month of April, July, Nov and Jan. The committee reviews overall performance of academic activities, identifies limitations and suggests necessary changes to be made in order to improve the mode of academic delivery of various learning inputs. The committee coordinates with IQAC in order to identify appropriate objectives of the system that can improve the quality of academics in the college. Similarly committee receives suggestions from various stakeholders, teachers and students in order to improve overall academics standards. Major decisions taken by the committee in its regular meetings are widely implemented. The syllabus is prescribed by Savitribai Phule Pune University. The college follows this syllabus for teaching students. Well in advance the teachers are communicated about their respective allotted subjects so that they get ample time to prepare their respective subject. Before the start of every semester, a teaching plan is submitted by the teacher which comprises of detailed topics, teaching methodology to be used, list of assignments, the assessments to be taken and also the list of books and websites to be referred. The detailed session plan is prepared which is maintained online on ERP system. The session plan elaborates how the schedule of lectures and practicals will be and the Worksheet specifies the actual details of lectures and practicals conducted. The session plan is periodically evaluated by the respective HOD's so the syllabus is completed within time. Various extra and co-curricular activities are arranged during the whole academic year to build the students confidence and enhance their knowledge. Students are also encouraged to participate in various intercollegiate competitions which is beneficial for their holistic development. Workshops and guest lectures are conducted every semester to give students more content and knowledge other than their syllabus. Certification programs, short term and value-added courses are organized in college to inculcate skills in students. Industrial visits are organized for the students to give them exposure to the real time projects and work culture in corporate. Daily attendance is monitored by each faculty member and defaulter students with poor attendance are identified. Parents of such students are informed by

telephone and SMS alerts. Faculty member meetings are held every week by the HOD to take academic review and suitable remedial measures are advised if necessary.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Certificate course German language for BBA and BBA(IB)	NILL	29/07/2019	25	Yes	Students learnt and understood how to make sentences in German
Android certification course(offline)	NILL	11/12/2019	09	Yes	Students learnt and understood about Android Language
Android certification course(online)	NILL	14/05/2020	07	Yes	Students learnt and understood about Android Language
PYTHON Workshop and Certification Program	NILL	25/09/2019	03	Yes	Students learnt and understood about Python Language
Tally	NILL	29/07/2019	45	Yes	Students learnt and understood about Tally
Executive program on GST (Prog 1 Bcom)	NILL	30/07/2019	33	Yes	Students learnt and understood the concepts of GST
Executive program on GST (prog 2 Bcom)	NILL	25/09/2019	04	Yes	Students learnt and understood about Android Language
Executive Program on GST (BBA)	NILL	30/07/2019	36	Yes	Students learnt and understood the concepts of GST
Stock Techniques	NILL	16/09/2019	30	Yes	Students learnt and

understood
the concepts
of Stock
Trading

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	NILL	01/07/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Computer Science	01/06/2020
BCA	Computer	01/06/2019
BBA	Management	01/06/2019
BBA	International Business	01/06/2019
BCom	Commerce	01/06/2019
MCom	Commerce	01/06/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	1079	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Android certification course(offline)	11/12/2019	27
Android certification course(online)	14/05/2020	15
PYTHON Workshop and Certification Program	25/09/2019	22
Tally	29/07/2019	45
Executive program on GST (BBA and Bcom)	30/07/2019	89
Executive program on GST (Bcom)	25/09/2019	311
Preparation for Competitive Exams	06/02/2020	340
Executive Program on GST (BBA)	30/07/2019	67
Stock Techniques	29/08/2019	42
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Management	170
BBA	International Business	75
MCom	Commerce	52
MSc	Computer Science	51
BSc	Computer Science	61
BCom	Commerce	37
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

The college takes regular feedback from the following stakeholders 1. Students 2. Teachers 3. Parents 4. Employers 5. Alumni. The principal objectives of undertaking feedback are listed as follows- The college has designed a systematic objective and rational feedback so as to receive rightful and appropriate feedback from all the concerned stakeholders. Further college has established ERP mechanism in order to have online and timely collection of feedback from the students. The feedback thus received is placed before IQAC for consideration and also action to be taken is discussed. HOD takes feedback of the faculty twice in a semester from students and analysis is done. If feedback is poor, then corrective measures are advised by HOD and Principal. Many employers visit the college for recruiting students, after the recruitment procedure they give a detailed mail specifying their overall experience. Alumni visit the college frequently for giving inputs to the current students by conducting guest lectures, project reviews, workshops and certification programs. They give their feedback about the students and curriculum on a regular basis. Parents visit the campus during the Parents Teachers Meet. All the related subject teachers meet the parents in person and discuss their wards progress in college. The parents also submit a feedback about the infrastructure, teaching learning etc to the college. The responses thus received from the different stake holders are then analysed in order to improve overall quality of learning, academic standards, system, of administration and maintenance of academic disciplines. The important responses received from different stakeholders through this feedback mechanism and the action taken there off is presented here- 1.Students- Suggestions-: a) More physical activities should be arranged b) Practical certifications course should be introduced c) Training should be given for using online learning platform Action Taken-:a) More certification course like GST, German language , Amazon webservices workshop and certification, NodeJS workshop and certification are introduced for students. b) Physical activities like Zumba and yoga are introduced. c) A training program is arranged for students to get familiar with the MS Teams. 2.Teachers- Suggestions-: a) Training for online teaching

pedagogies b) Physical activity should be introduced for teachers. c) More FDP should be arranged for enhancing faculty knowledge on research copyright and patent. Action Taken a) A virtual Vidhya FDP was arranged to give training to faculty members to use different online teaching platform. b)Yoga sessions are arranged for faculty and students. c)FDP Sessions on i)"Preparing Research Proposal for getting Govt. Grant or Fellowship" ii) Contribution of IPR in Research. iii) Innovative Teaching Pedagogy. 3. Parents: Suggestions-: Showed their concerned about the online exam Action Taken-: Online revision classes as well as online mock exam is arranged for TY students. 4. Employers: Suggestions-: 1 The recruiters from IT companies and other industries suggested that the students need to be more participative and work with teams more effectively. Action taken:- The soft skill training focused more on participative games and team building. 5. Alumni: Suggestions-: involvement in daily course. Action Taken-: guest sessions by alumni

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
PG Diploma	International Business	60	19	19
PG Diploma	Banking & Finance	60	6	6
BBA	Management	176	573	175
BBA	International Business	88	270	88
BBA	Computer Application	176	397	176
BSc	Computer Science	264	616	257
BCom	Commerce	396	729	393
MCom	Commerce	60	95	60
MSc	Computer Science	60	236	60
PG Diploma	Taxation	60	3	3

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3247	146	72	5	5

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
77	77	4	19	6	9
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

All the students get academic and personal guidance from the concerned Mentors, faculty member, TPO and Heads of the Department. Following are the various guidance services (professional counselling/mentoring/academic advice and career counselling) are provided by the institute. When new students get admission in First year Induction Program 'Parichay' is organized to make students aware with Institution and curriculum. Induction program is addressed by chairperson, director and the Principal of the institute where all new students are oriented about institute's infrastructure facilities, teaching learning methodologies, opportunities for participating in cocurricular and extracurricular activities and training and placement. College has established mentors-mentee mechanism. Considering the large number of students and limited availability of faculty, the faculty is assigned the duty of mentoring students. However, care is taken that a teacher who teaches the same class shall be the mentor. The college establishes a connection not only with the students but also with the parents. With the help of ERP the college regularly keeps the students and parents updated about the happenings in the college. Every weeks attendance of their ward is notified to the parents. The college also keeps the parents abreast with their wards performance. This is done regularly so that the parents can keep information about their wards activities and ensure that their ward is not facing or going through any issues. The students are well informed and updated about their attendance, notices, assignments, assessments, test etc through the ERP. This ERP plays an important role in keeping the connection between the parents, teachers and students alive and active. The class teacher takes the responsibility of mentoring his/her class. In order to have regular and systematic communication and interaction the IQAC has provided certain guidelines to the mentors. The mentors encourage the students to open up and share their grievances, problems, interpersonal issues if any. The college has an effective mentoring system in which personal counselling is offered to needy students. Also, the college has a Career Guidance cell which keeps the students updated about the latest companies, provides Soft skills and aptitude training and also counsels those students who are perplexed regarding their career, personality development etc. Apart from the personal and career counselling the college also provides the students a pool of add on courses so that they can sharpen their skills and also make themselves corporate ready.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3393	77	1 : 44

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
32	26	6	72	13

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Janardan Pawar	Principal (in-charge)	Social Excellence Award
2019	Prof. Shivendu Bhushan	IQAC / CIQA coordinator	Ideal Teacher-The International

			Association of lions Club
2019	Dr. Thomson Varghese	Assistant Professor	National Education - Innovative Leader Award
2019	Dr. Nalanda Wani	Assistant Professor	Distinguished Educator
2020	Mrs. Manisha Patil	Assistant Professor	IARDO RACE 2020' India Awards with the title "Distinguished Teacher" - International Association of Research and Development Organization
2019	Dr. Thomson Varghese	Assistant Professor	Academic Excellence-Indira Group of Institute, Tathawade Pune.
2019	Dr. Deepa Jamnik	Assistant Professor	Academic Excellence-Indira Group of Institute, Tathawade Pune.
2020	Dr. Santosh Kulkarni	Assistant Professor	Distinguished Professor- International Association of Research and Developed organization
2020	Mr. Prajwal Vitthal Bhalsing	Assistant Professor	Copyright - Government of India
2020	Ms. Snehankita Majlekar	Assistant Professor	Copyright - Government of India
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	UG 1	III	31/03/2020	12/11/2020
BSc	UG 2	IV	28/02/2020	10/11/2020
BBA	UG3	VI	10/04/2020	19/11/2020
BCA	UG 4	VI	25/02/2020	18/11/2020
BBM	UG 5	VI	10/04/2020	19/11/2020

MSc	PG 1	IV	10/04/2020	19/11/2020
MCom	PG2	IV	31/03/2020	12/11/2020
PG Diploma	PG3	I	31/03/2020	10/11/2020
PG Diploma	PG4	1	31/03/2020	10/11/2020
PG Diploma	PG5	I	31/03/2020	10/11/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

College has formed Examination Committee and Examination Grievances Redressal Committee which includes the Principal, Vice-Principal, Head of the Department, College Exam Officer and Members. The Committee decides on the exam policy and this is communicated to the faculty and students in the beginning of academic year. The policy include the conduct of Term-end exam for Annual Pattern and Internal Exam for Semester Pattern. The institute has taken efforts to improve the performance of students by framing significant reforms in Continuous Internal evaluation at the institute level. For the purpose of continuous assessment of students following criteria are decided and implemented: A) Open Book Test: This is generally taken by all class teachers for their respective subject as part of continuous internal assessment B) Term End Exam: Is taken twice a year so that the students are well prepared for their final exams. C) Assignments: They comprise of theory, problems bases, case based types based on the subject. D) Workshop: Numerous workshops are conducted by faculties from other colleges, Industry/corporate experts to give the students extra knowledge about the subject. E) Seminar: Organized for all students F) Industrial Visits: Course and class wise students are taken for Industrial Visits G) Class Test: Every teacher specifies the schedule of class test in his/her planner and takes accordingly. H) Group Discussion: Taken for practice of placements processes and also subject related. I) Presentations: Individual as well as group presentations are taken J) Practicals: As part of curriculum, to gain practical knowledge. K) Remedial Classes: These are conducted for slow learners as well as for fast learners. L) Case Study: Based on the requirement of the subject, case studies help to learn the concepts better M) Online Test: Students are informed well in advance about the time of test, they are provided the credentials required for the test. The above assessment and the internal exam are totally considered for student internal marks. The student with poor results are identified and for their development remedial classes are conducted followed by re-exam/assignments. After conducting internal/term end exams, the internal papers are assessed within 45 days and there after the results are declared. After declaring the results the students performance are analyzed. After preparing the results of the students we call for a parents meet where the results of the students are shown to the parents. Likewise, students who are weak in certain subjects are noted and the students are encourage to join remedial classes. One month prior to the exams, students are taught to solve the question paper whereby they are thoroughly equipped to solve the university papers. Due to all this, Students make progress and fare well in their final exams. University evaluation reforms: The CEO and Examination Committee schedules and executes the evaluation process with strict monitoring on regular basis. The Principal also takes stock of the progress in weekly HOD meetings. Internal squad comprising of senior faculty members oversees the smooth conduction of university theory examination. CCTV cameras are deployed everywhere.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic Calendar is prepared before the start of every semester which contains

the most important dates to guide the teachers and students. Our academic calendars provide important information about teaching dates, examination dates, extra and co-curricular activities, semester and annual based examinations. There is an Academic Calendar Committee which prepares the Academic Calendar after consulting with the respective HOD and principal. The academic calendar is uploaded on college website so that everyone has access to it. The Academic Calendar committee along with HOD, vice-principal and Principal discuss the details with IQAC and also takes suggestions and inputs from IQAC which are incorporated while preparing of Academic Calendar. As per the schedule given in the academic calendar the teachers prepare their teaching plan and follow it accordingly. Also all the assessments, assignments and internal examinations are conducted as per the academic calendar. The curricular, co-curricular and extra curricular events, holidays, vacations are also mentioned in the Academic Calendar. Minor changes, if any in the academic calendar are updated by the respective HODs. The effectiveness of the process is maintained through operational monitoring by the Principal/Vice-Principal. The Principal/Vice Principal sees to it that all departments follow academic calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://iccs.ac.in>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PG2	MCom	Commerce	54	51	94.44
PG1	MSc	Computer Science	58	58	100
UG5	BBA	International Business	77	77	100
UG4	BBA	Computer Application	156	153	98.07
UG3	BBA	Management	163	162	99.38
UG2	BSc	Computer Science	212	205	96.7
UG1	BCom	Commerce	370	184	49.72

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://iccs.ac.in/assets/images/Student-Satisfaction-Survey-19-20.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding	Total grant	Amount received
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		agency	sanctioned	during the year
Projects sponsored by the University	3	SPPU	368000	281069
Major Projects	4	SPPU	318000	318000
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Indira Faculty Efficiency Enhancement Program (I-FEEP): Preparing Research proposals for getting Gov. grant or fellowship and importance of IPR	B.Sc.(CS), BBA(CA), BCA(SCI), BBA, B.Com, M.Sc(CS), M.Com	11/10/2019
Indira Faculty Efficiency Enhancement Program (I-FEEP): Contribution of IPR in Research	B.Sc.(CS), BBA(CA), BCA(SCI), BBA, B.Com, M.Sc(CS), M.Com	11/10/2019
Entrepreneurship	B.Com	16/09/2019
Intellectual Property Rights	B.Com	15/04/2019
Research methodology	B.Com	07/09/2019
Research methodology	B.Com	21/09/2019
Research methodology	B.Com	27/09/2019
Research methodology	B.Com	05/10/2019
Intellectual Property Right	B.Com	11/10/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Youth Motivation Award	Dr. Deepa Jamnik	Nehru Yuva Kendra Pune, An autonomous body under the Ministry of Youth Affairs and Sports, Government of India.	04/11/2019	Leadership
Innovative Leader Award	Dr. Thomson Varghese	Indira Group of Institute, Tathawade Pune.	05/09/2019	Leadership
Aadhar Card Based smart shopping system	Snehankita Majalekar, Janardan Pawar, Prajwal	Gov. Of India	30/04/2020	copyright

	Bhalsing			
Award for Social Excellence	Indira College of Commerce and Science	Nehru Yuva Kendra Pune, An autonomous body under the Ministry of Youth Affairs and Sports, Government of India.	04/11/2019	Excellence
Distinguished Teacher	Manisha Patil	International Association of Research and Developed Organization's RACE- 2020 India	15/03/2020	Teaching/Learning
1st Prize Best Research Paper	Piyush Thakare and katariya Talari SY B.Sc(CS),	6th student Conference on Recent Trends in Computer Science and Applications	20/12/2019	Research
2nd Prize Best Research Paper	Saurabh Kate and AdarshKurru mali, SY B.Sc(CS),	6th student Conference on Recent Trends in Computer Science and Applications	20/12/2019	Research
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
ICCS	Smart Incubation Centre	Indira College of Commerce and Science College	Sanitization Tunnel	Disinfection and Safety	13/03/2020
ICCS	Smart Incubation Centre	Indira College of Commerce and Science College	Automatic car parking/ counting system using RFID	Counting system	07/01/2020
ICCS	Smart Incubation Centre	Indira College of Commerce and Science College	Student attendance using RFID	Attendance system	21/01/2020
ICCS	Smart Incubation Centre	Indira College of Commerce and Science College	Water level detection using Advance	Detect danger level of water	06/02/2020

			technology		
ICCS	Smart Incubation Centre	Indira College of Commerce and Science College	Virtuality infotech	Extended reality	01/08/2019
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
01	07	11

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
B.Sc (CS)	5
B.Com	4
BBA (IB)	2
sports	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	B.Sc (CS)	7	0
International	B.Sc (CS)	6	0
National	BBA	1	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
B.Sc (Science)	2
BBA	1
BBA (CA)	1
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
1	Manisha M. Patil	Springer Lecture Notes in Networks and Systems	2019	2	Symbiosis International University (siu) Pune and Indira	14

					College of Commerce and Science, Pune	
2	Mahendra Suryavanshi	International Journal of Innovative Technology and Exploring Engineering (IJITEE)	2019	0	Indira College of Commerce and Science, Pune	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NILL	NILL	NILL	2019	Nil	Nil	NILL
View File						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	Nil	5	75
Presented papers	Nil	9	Nil	Nil
Resource persons	Nil	Nil	2	18
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Tree Plantation(Guinness World Record by Savitribai Phule Pune University)	Savitribai Phule Pune University	5	73
School stationery Donations for Needy students in Raigad	Dilza parishal School (Tugartan Vibhag Vidya mandir Galsunde Raigad)	35	276
Sangali- Kolhapur Flood Donations	Jidd Social Fondation	30	282
Pulse Polio	Khiwsara Hospital	2	30

Mission in collaboration with Khiwsara Hospital (Government), Dange Chowk, Pune.			
Cleanness Drive at Lohegoan in Association with Adar Poonawala Clean India Initiative	Adar Poonawala Clean India Initiative	5	128
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blood Donation	Best Contribution	Aundh Hospital Pune	134
Workshop on Eco friendly Shri.Ganesha Idol Making	Participation	Environmental conservation Association	123
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
"Women safety"	Akhil Bhartiya Vidyarthi Parishad	Training program on "Women safety"	10	110
AIDS awareness	Aundh Hospital Pune	AIDS awareness and HIV testing program	5	151
Awareness drive on "Promoting voters for casting of votes"	PCMC and SPPU	Promoting voters	2	11
Swaccha Bharat Mission	PCMC and SPPU	Swaccha Bharat Mission Rally	5	143
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
--------------------	-------------	-----------------------------	----------

IoT training program at Asia Pacific University, Kuala Lumpur, Malaysia	ICCS student	Self-financed	8
Guest lecture conducted by ICCS faculty at KES Pratibha College of Commerce and Computer Studies, Pune	Students of KES Pratibha College of Commerce and Computer Studies, Pune	KES Pratibha College of Commerce and Computer Studies, Pune	1
Guest lecture conducted by ICCS faculty at KES Pratibha College of Commerce and Computer Studies, Pune	Students of KES Pratibha College of Commerce and Computer Studies, Pune	KES Pratibha College of Commerce and Computer Studies, Pune	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Social responsiveness and extension	Social	Aadar Poonawala Clean City Initiative Contact details: Malhar Karvanvade 7066009420	10/04/2019	10/04/2019	125
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Asia Pacific University, Kuala Lumpur, Malaysia	28/11/2019	Imparting training program in the area of IT, commerce and management to ICCS students. Activities : IoT training program [21/11/2019 -28/11/2019] at Asia Pacific	33

		University, Kuala Lumpur, Malaysia	
Excellence Shooting Sports Club	29/08/2019	Development of the shooting sports. ESSC will provide infrastructure and the expertise for conduct of the coaching and development of the shooting sports. Activities: Shooting workshop on 25/12/2019	19
91LT Pvt. Ltd.	16/08/2019	Certification for better career Prospects	42
Stock Technique Share Market Classes	29/08/2019	To provide students with skills and knowledge of Stock trading Activities: Training on Share Market	44
Global Opportunities Pvt. Ltd.	21/11/2019	It enhances global education and knowledge of the student	Nil
College of Computer Accountants	29/07/2019	Impart training of Tally in Accounting Activities: Training of Tally in Accounting	45
Elite School of Professional Accountants	30/07/2019	Impart practical training on Financial Analysis Activities: Executive Program on GST 36 hrs	377
Synergy University, Moscow, Russia Cox Kings Financial Service Lt	10/08/2019	Encouraging student's exchanges at under graduate and post graduate level Activities: Summer school program	17
Aadar Poonawala Clean India initiative	10/04/2020	Cleanliness Drive at Lohegaon , Airport, Pune	125

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3850000	3685992

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Classrooms with LCD facilities	Existing
Video Centre	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SLIM 21 (System for Library Information and Management)	Fully	3.7.0.22189 (Any CPU)	2003

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9799	1370746	305	42550	10104	1413296
Reference Books	12163	4572491	126	80107	12289	4652598
e-Books	164300	35400	164300	35400	328600	70800
Journals	42	127757	25	97097	67	224854
e-Journals	6000	35400	6000	35400	12000	70800
Digital Database	1	35400	1	35400	2	70800
CD & Video	41	18895	Nill	Nill	41	18895
Library Automation	36	34000	37	34000	73	68000
Weeding (hard & soft)	6350	808576	Nill	Nill	6350	808576

Others(s pecify)	18	27822	13	16753	31	44575
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NILL	NILL	NILL	01/01/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	347	6	100	10	1	11	64	250	0
Added	26	0	0	0	0	0	11	0	0
Total	373	6	100	10	1	11	75	250	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

250 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Video Recording	https://www.youtube.com/watch?v=LX0SxiqIwM

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
16607500	15686630	9680000	9250730

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

<p>The college has made provisions for maintenance of high quality infrastructure, support, facilities and amenities for the teachers and the learners as well as for the related stakeholders. The college makes budgetary provision under different heads for maintaining and utilizing the campus infrastructure facilities. College development committee assigns enough funds for maintenance of all facilities. The allocated funds are utilized under the observation of various monitoring committees for Laboratory, Library, Sports, and Infrastructure etc. These committees are IT and Electronics Laboratory</p>

committee, Library Committee, Sports Committee and Infrastructure/Admin Committee. These committees meet regularly to carry out all the functioning of these facilities smoothly. In every meeting they decide about the maintenance, how to enhance the existing facilities and also check for any new requirement.

Stock Maintenance register is maintained in every department. Annual stock verification is done by concerned Head of the Department. Regular maintenance of Computer Laboratory equipment's is done by respective laboratory in charge.

Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done. College campus maintenance is monitored through regular inspection. The respective committee members keep on checking the all the infrastructure facilities by monitoring all infrastructure weekly and observing any damage etc. and accordingly steps are taken to maintain the infrastructure. Cleanliness of hostels is taken care by the respective hostel wardens. Outsourcing is done for maintenance and repairing of IT infrastructure, wooden furniture, plumbing, electrical things, water cooler and purifier. The maintenance of the reading room and stock verification of library books is done regularly by library staff as per guidelines given by library committee. The Director of Physical Education along with its committee takes care of all sports related equipment's i.e. maintenance, ordering new equipments, disposing damaged equipments. Library link:

<https://sites.google.com/site/iccslibraryp/> Facility page Link:
<https://iccs.ac.in/index.php?/Facilities>

<https://iccs.ac.in/index.php?/Facilities>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Samajkalyan	125	1366212
Financial Support from Other Sources			
a) National	NILL	Nil	0
b) International	NILL	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft Skills for B.BA(CA)	21/06/2019	221	'Vedic Yoga Culture' (ShivshankarRenkuntwar)
Soft Skills for B.Com	21/08/2019	137	Prof. Aradhana Nainwal, Lecturer in ASM Group
Etiquettes and grooming - importance of Body language in Communication	26/08/2019	320	Mrs. Shikha Sindhu, Academician certified TIFF provider, Motivational Speaker, LeadershipCouch,

			organisational Culture consultant, Corporate trainer
Soft Skills for B.Com	21/09/2019	131	Ms. Nirupama Prakash, Director, International Affairs , Ajinkya DYPatil university
Soft Skills for B.Com	23/07/2019	151	Ms. Nirupama Prakash, Director, International Affairs , Ajinkya DYPatil university
Soft Skills for B.Sc(cs)	18/07/2019	170	Mr. Shashi Bhat Director-Talent Management and Corporate Relations (ICEM) (shashi.bhat @indiraicem.ac.in)
Soft Skills for B.Sc(cs)	21/09/2019	61	Mrs. Nirupama Prakash Director - Ajeenkya DY Patil University (nirupam a.prakash@adypu.edu .in)
Soft Skills for B.Sc(cs)	23/07/2019	43	Mrs. Nirupama Prakash Director - Ajeenkya DY Patil University (nirupam a.prakash@adypu.edu .in)
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Guidance on competitive Exams by Dr. Prakash Pandhare	105	121	Nil	249
2020	Career opportunities in Insurance sector by Dr. Sanjay Mali (05/02/2020)	49	Nil	Nil	Nil

2019	"Competitive Exam Centre started by college for UPSC/MPSC/BANKING and other Competitive Exam(19/07/2019)"	10	Nil	Nil	Nil
2019	career counselling for B.Sc(CS)	Nil	14	Nil	9
2019	career counselling for M.Sc.-CS- II	Nil	21	Nil	14
2020	Seminar For UPSC/MPS C/Banking	140	140	Nil	Nil
2019	Foundation Course	12	Nil	Nil	Nil
2019	Certificate course in Competitive Exams	340	Nil	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	1

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
LTI , Infosys, Mphasis, Amazon, Eclerx, ICICI Prudential , Northern Trust , SSHCL , TIAA , PTC, Aloha, TechP	1745	260	Cognizant, Capgemini, TCS, Wipro, GlobeStep, Byjus, etc	351	118

rimeLab,
Dimentrix,
Godrej
Boyce,
Quinstreet
Software

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	82	Indira College of Commerce Science (ICCS)	commerce	Indira College/Indira school of Business studies/ICAI Pune/JSPM Tathwade/ DY Patil/ NIEM Fc Road/ Pune University/Wanlinea r	Mcom/MBA

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
CAT	10
Any Other	6

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Inter Collegiate Volleyball (Women) Competition	Inter Collegiate	13
Inter Zonal Basketball (Men) Competition	Inter Zonal Basketball (Men) Competition	4
Gusto - Basketball Championship	Open	16
Gusto - Football Championship	Open	20
Gusto - Multifit	Open	40
Annual Sports - Table Tennis	Inter Class	15
Annual Sports - Chess	Inter Class	15
Annual Sports - Volleyball	Inter Class	10

WTSKF Open champions Karate League - First Price in Karate/ Kai President Cup - Participation in Karate	National	1
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Gold	National	1	Nil	MSc45	Asif Shaikh
2020	Gold	International	1	Nil	BComA155	Srushti More
2019	Silver	International	3	Nil	BComA155	Srushti More
2019	Bronze	International	1	Nil	BComA155	Srushti More
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has always encouraged participative approach of management so as to receive appropriate suggestions from different stakeholders. Student playing the center of all the academic activities. The presentation of students on various academic and administrative bodies has been considered as a welcome initiative by the college. The students have an equal and fair representation in IQAC, Anti-ragging and women dignity cell and they are appointed/nominated as members in the respective committees. The college has well established students council. The constitution of which is as follows:-

Principal/Chairperson Dr. Janardan Pawar Students' Development Officer Vijay Daulatrao More NSS Program Officer Sumit Sasane Director of Physical Education Prof. Kishor Pathare F Y B Com Esha Patil S Y B Com Kundan Kavale T Y B Com Chaitrali Kulkarni F Y BBA Kishan Verma S Y BBA Ghogare Vrushali Maruti T Y BBA Sapana Sinha FYBBM(IB) Mrunal Kasawa SYBBM(IB) Umang Mishra TYBBM(IB) Randhir Patil F Y BBA(CA) Vishal Korade S Y BBA(CA) Akshay Palande T Y BBA(CA) Rucha Mulye F Y B Sc(CS) Saniya Pathan S Y B Sc(CS) Sarang Matange T Y B Sc(CS) Rasika Chinchwade M.Sc.-I(CS) Shirish Lade M.Sc.-II(CS) Swati Pharate MCA(Science)-I Monika Verma MCA(Science)-II Shweta Palaskar M.Com.-I Avinash Patil M.Com.-II Ruchita Gavane Sports Yesh Gupta NSS Vaibhav Patil Cultural Activities Laxmi Kolekar Two lady Student members nominated by Principal Siddhi Kokate, Siddhi More Having clear representation of students in different academic bodies helps the college to improve the overall academic standards and the learning processes. From these point of view students are appointed on academic bodies.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association/Chapters (registered and functional) contributes

significantly to the development of the institution through financial and non financial means during the last five years. Indira College of Commerce and Science has a registered Alumni Association under the Societies Registration Act. It was formed on 06/08/2011 at The Registrar of Society, Pune Region. Registration No: 1398/2011/Pune under Societies Registration Act 1860. The Alumni are the key brand ambassadors of the institution. The institution aims and strives to create and maintain a strong and positive relationship thereby fostering a lifelong bond between the institute and its alumni. This has been largely benefiting socially, academically and professionally to continuously provide for better inputs and value to the students overall development. The alumni participate and contribute to the student development of the college in the following ways: 1. The notable alumni share their professional experience with students and motivating them through various activities like delivering guest lectures and workshop on career prospects, project guidance and technical sessions relevant to the current scenario of industry. Thus the alumni help in personality development, career advising, Industry Institute Interaction, sponsorship, mentoring and providing placement assistance. The alumni also encourage students to be entrepreneurial and innovative by sharing their experiences. 2. The alumni are regularly involved in conducting pre placement sessions for Under Graduate and Post Graduate students. Thus the alumni share with the students, their own industry experience. This help the students to be abreast with current industry requirement which will help boost their confidence and mold them. 3. The Alumni help in the conduct of value added and short term courses. The alumni also are invited as judge for certain college events during the college intercollegiate annual fest Gusto, and IMUN, state level event. 4. The alumni have graced the occasion as chief guest for the annual day celebration and Student Conference for student's motivation and thus encourage the student to be innovative and versatile. 5. Apart from their visits and college Alumni meets, the alumni are largely connected with college through social media platform. The alumni give feedback on curriculum, the recent trends, the job opportunities in specific industry and corporate requirements which are considered for continuous improvement and quality enhancement. Various programs like career counseling, linkages, incubation cell, and guidance for further studies in national and international universities, short term courses and extension activities are initiated by the suggestion of the alumni. 6. The alumni feedback is noted and their experience and success stories are shared on the college website. 7. The alumni support the Indira Group's, a noble cause Indira Sustainable Maharashtra Initiative (ISMI), by the way of providing financial contribution.

5.4.2 – No. of enrolled Alumni:

660

5.4.3 – Alumni contribution during the year (in Rupees) :

132000

5.4.4 – Meetings/activities organized by Alumni Association :

10

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The College has formed College Development Committee (CDC) which constitutes departmental heads, Teacher Representatives, Non-teaching representatives, female Representative, student representative, management representative and

industry representative along with the Principal and Vice Principal. The College follows the policy of decentralization. The academic and nonacademic decisions based on management policies are taken by the CDC headed by the Principal. The common working procedures are implemented through department HODs. The department head manages the day to day activities of the department and keeps a track of co-curricular and extracurricular activities in the College. The class teachers appointed by the respective HODs take care of their respective class and the activities. The decentralized governance model is evident in every sphere as each department/faculty functions as a separate subunit, in deciding and implementing the student centric programme and activities. Participative management is main motto of the College. The college CDC has equal representation of management, teaching staff, non-teaching staff, students and alumni. All of them participate in regular meetings and their suggestions are considered and also propagated to IQAC. The teachers committee frequently meets and they give suggestions and recommendations to IQAC which helps in increasing the quality of teaching - learning. The IQAC, after taking all suggestions and recommendations prepares a report, which is given to CDC. The CDC takes final decision which in turn is given to the Governing Council. For any kind of events in college, all departments teachers and students participate together to carry out the same.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Examination and Evaluation	<p>Indira College of Commerce and Science, Pune has formed Examination Committee and Examination Grievances Redressal Committee which includes the Principal, Vice-Principal, Head of the Department, College Exam Officer and Members. The Committee decides on the exam policy and this is communicated to the faculty and students in the beginning of academic year. The policy include the conduct of Term-end exam for Annual Pattern and Internal Exam for Semester Pattern. For the purpose of continuous assessment of students following criteria are decided and implemented: A) Open Book Test. B) Term End Exam C) Assignments. D) Workshop. E) Seminar. F) Industrial Visits. G) Class Test. H) Group Discussion. I) Presentations. J) Practicals. K) Remedial Classes. L) Case Study. M) Online Test. The above assessment and the internal exam are totally considered for student internal marks. The student with poor results are identified and for their development remedial classes are conducted followed by reexam/ assignments. After conducting internal/term end exams, the internal papers are assessed within 45</p>

days and there after the results are declared. After declaring the results the students performance are analyzed. After preparing the results of the students we call for a parents meet where the results of the students are shown to the parents. Likewise, students who are weak in certain subjects are noted and the students are encourage to join remedial classes. One month prior to the exams, students are taught to solve the question paper whereby they are thoroughly equipped to solve the university papers. Due to all this, Students make progress and fare well in their final exams. University evaluation reforms: ? The CEO and Examination Committee schedules and executes the evaluation process with strict monitoring on regular basis. ? The Principal also takes stock of the progress in weekly HOD meetings. ? Internal squad comprising of senior faculty members oversees the smooth conduction of university theory examination. ? CCTV cameras are deployed at all floors, exam control room and library to monitor the examinations.

Curriculum Development

Curriculum is developed by the affiliating University. The members of Staff on various boards send suggestions for improvement. Also teachers are sent for syllabus restructuring workshops so that they can give their suggestions for the improvement of the syllabus. The college conducts various short term value added courses/certifications to bridge the gap between the real world applications and syllabus.

Teaching and Learning

Apart from class room lecture method Group discussions, field studies, seminars, usage of ICTs, presentations, Roleplays, Open book tests, assignments etc are used for teaching learning process. Peer learning is promoted in and outside the class. Study tours / Industrial visits are organized for making learning more effective as per requirement.

Research and Development

The college encourages the teachers for undertaking research related activities regularly. The college is already having good no. of Ph.D degree holders and many of them are pursuing their PhDs. The college always conducts

research related training programs/FDPs with the aim to motivate the faculty and maintain and promote the research environment. The college also has a Research Committee to monitor and assess the proposal of Research Projects, they also conduct various activities like research paper writing workshop, poster presentation etc.

Library, ICT and Physical Infrastructure / Instrumentation

The college library has nearly 10104 no. of text books and 12289 number of reference books. Similarly the college library has subscribed for 67 number of journals in paper format. In order to encourage higher usage of ICT based services library has subscribed for databases, digital journals and electronic means of retrieval and reproduction of data. Digitalization of various books is also done during this academic year and all the records of library are maintained by using digital systems. The member registers, student's book issue and all other services related with library are totally digitalized using well-know software SLIM21. This has helped the college to avoid misplacement of books, loss of books and proper control on acquisition, access and maintenance of records. Library is regularly updated and upgraded by adding new Text books, reference books , Research journals, magazines, news papers, eJournals, Ebooks Digital notice boards are installed in the campus so that the students are well informed about happenings in the college. More Smart boards are mounted in classrooms to enable more effective teaching learning. More modules of ERP are implemented to carry out automation of day to day work smoothly. With the help of ERP online tests are conducted for students. Regular upgradation of Computers are done. Relocation of Admin department from first floor to ground floor to cater many students at a time. Renovation of Basketball court and fencing done.

Human Resource Management

I-FEEP (Indira Faculty Efficient Enhancement Program) was conducted for the faculties so that they are well equipped and updated with the current trends in market/technology. Sessions on like Preparing Research Proposal for getting Govt. Grant or Fellowship and

	Contribution of IPR In Research, Achieving Mental and Physical Health as well as "Language Efficiency" and e-skills training workshop, MSCIT for nonteaching staff to enhance their work productivity.
Industry Interaction / Collaboration	In continuation of International tie-up with Synergy University for student exchange program done so that the students gain knowledge and cultural inputs of other country. The number of MOU/linkages/ tie-ups are increased this year so that it helps for providing extra inputs for the students.
Admission of Students	The college follows the state government norms i.e reservation policies for admission process. The admission process is made completely online through the JUNO ERP Gems.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	ICCS has its own Enterprise Resource Planning systems which augments the e-governance of planning and development aspects of various facets. We have well planned and developed E-governance operations implemented in maintaining student and employees database, timetable, subject planner and timesheet, attendance (student employees), online evaluation of students, feedback from students, Library automation using SLIM21 software and its integration in ERP, integration of biometric attendance in ERP etc helps in timely scheduling and execution of activities. Moreover, all details of college are provided and updated regularly on college website.
Student Admission and Support	Online application, admission and Fee payment facility. Online examination form filling facility. Declaration of entrance exam results on college website. Hall ticket generation, ID card generation and timely notification (regarding attendance and activities) are notified to students and parents too. Online assignments, quizzes and tests facilities are provided to students.
Examination	The college has introduced variety of measures like introduction of digital systems for effective implementation of various examinations of related

activities. Display of notices on digital boards regarding examination is taken as a first step. Preparation of students list, eligibility of students, submission of online examination forms, and scrutiny of examination forms by using digital systems are the steps taken in succession. Similarly, the college maintains all the records of examination in a digital format.

Question papers of previous examinations are available in a digital format (library link) and can be easily accessed by the students. Tabulation of marks and preparation of examination related records is also done by using electronic systems. This has helped the college not only to reduce usage of papers and encourage green administrative systems but also has brought in desired level of openness and transparency, ready reference to records and less space for storage of records.

Administration

Online generation of certificates (Leaving Certificate, bonafide certificate, character certificate). Data Center (for centralized storage of all data of college), Digital noticeboard, Online leave management, SMS are also used extensively for communication through ERP, Dedicated Microsoft Office 365 email accounts (Students and staff) for smooth communication and by default (with Microsoft) onedrive for storage of data.

Finance and Accounts

The financial and account related works are handled partially through ERP and fully with TALLY. Salary generation through ERP. Disbursement of various payments to agencies and other persons through RTGS/NEFT. Fees collection is done online and online receipt for the same is also provided.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Ms. Jyoti Shrote	International Conference at Mamasahab Mohol	NA	3000

		College, Paud Raod, Pune		
2019	Suwarna Kedari	2 days state level workshop on 'Data Science and Analytics'	2 days state level workshop on 'Data Science and Analytics' Annasaheb magar mahavidyalaya pune28	2000
2019	Ms. Jyoti Shrote	International Conference at New Arts, Commerce Science College, Ahmednagar	NA	3000
2019	Mr. Ramdas Bolage	International Journal of Research and Analytical Reviews	NA	1500
2019	Mr. Prajwal Bhalsing	International Conference on IOT at New Arts, Commerce and Science College, Ahmednagar	NA	2000
2019	Mr. Shivendu Bhushan	National Conference at Modern College of Arts, Science and Commerce - Shivajinagar.	NA	2515
2019	Mr. Sumedh Gaikwad	National Conference at Kolkata	NA	3000
2019	Mr. Prajwal Bhalsing	National Conference at Kolkata	NA	3000
2019	Mr. Ashish Dhoke	National Conference at Kolkata	NA	3000
2019	Mr. Vaishali Dhokchawle	National Conference at Kolkata	NA	3000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the	Title of the	From date	To Date	Number of	Number of
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	professional development programme organised for teaching staff	administrative training programme organised for non-teaching staff			participants (Teaching staff)	participants (non-teaching staff)
2019	Physical Fitness Activity	Physical Fitness Activity	11/04/2019	11/04/2019	64	9
2019	Nil	MS-CIT	04/03/2019	20/09/2019	Nil	1
2019	How to avoid Plagiarism	Nil	03/05/2019	03/05/2019	52	Nil
2019	Developing Research Attitude	Nil	02/05/2019	02/05/2019	54	Nil
2019	Indira Faculty Efficiency Enhancement Program I-FEEP	Nil	23/09/2019	12/10/2019	66	Nil
2019	Intellectual Property Rights, IPR Workshop	Nil	15/04/2019	15/04/2019	66	Nil
2019	To increase efficiency Digitization of College records and its hierarchical uploading.	To increase efficiency Digitization of College records and its hierarchical uploading.	10/09/2019	10/09/2019	67	11
2019	The Role of IQAC and Preparation of NAAC	The Role of IQAC and Preparation of NAAC	11/04/2019	11/04/2019	64	8
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Advanced	1	15/03/2020	09/04/2020	24

Machine Learning				
Python for Data Science	1	01/03/2020	21/03/2020	21
R for Data Science	1	01/03/2020	20/03/2020	20
Developing Research Attitude	54	02/05/2019	02/05/2019	01
Strengthening Teaching and Learning Process	68	18/04/2019	18/04/2019	01
Stress management	66	17/04/2019	17/04/2019	01
Physical Fitness Activity	64	11/04/2019	11/04/2019	01
The Role of IQAC and Preparation of NAAC	64	11/04/2019	11/04/2019	01
Data Science and Big Data Analytics	1	05/03/2019	09/03/2019	05
Intellectual property Rights and Introduction of different types of IP	66	15/04/2019	15/04/2019	01

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
46	72	22	33

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff Medical Policy	Staff Medical Policy	Earn and Learn, Students Safety Insurance Policy

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

College conducts the internal as well as external/statutory financial audits regularly. An internal approval system for all expenses is in place. Accordingly bill/voucher is recommended by respective Head of the Department and are approved by the Principal. Proper record of all the expenses is maintained by the accounts department. The internal financial accounting is

completed every month. The internal auditor appointed by the institute cross checks and verifies Books of Accounts (Bills/Vouchers, Bank Reconciliation, etc.) and also finds out the shortcomings / errors. These errors and/or shortcomings are explained to the institute Accountant and the principal by the internal Auditor. The errors/Shortcomings in the accounts are rectified as per the instructions of the internal auditor immediately. For external/statutory audit Institute has appointed Chartered Accountant M/s Shashank Patki and Associates. They visit the institute twice every year for external audit and check the books of accounts and then prepare their audit report and audited statements which are presented to management. The shortcomings and errors/rectifications in the audit are enlisted in the report of the external/Statutory auditor's report. Finalization of the account is completed and audited statements are prepared, signed by the Principal, and chartered accountant. So far, no major objections are found in the audit by the statutory auditors and minor audit suggestions are compiled as per procedure.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NILL	0	NILL
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	D. Y. Patil Vidya Pratishthan Societys	Yes	IIQAC , IGI
Administrative	Yes	Shashank Patki Associates, FRN 122054W	Yes	Director- Finance, IGI

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parents Teachers meet is conducted regularly once in a semester for first year students. The meeting is conducted for the parents of all First year course students after the students first term end examinations. After every PTA meeting, feedback is taken from the parents. The parents share their experience with the college and give their valuable feedback on curriculum, their wards progress in college, various facilities used by their ward in the college etc. Attendance SMS , and progress of their wards is sent to them regularly online through ERP. During the PTA meeting the suggestions/recommendations given by parents are : 1. Notify about their wards attendance 2. Notify about their wards progress in college. 3. Notify about the events/happenings in college. 4. Notify about the exam schedule (internal and external) 5. Notify about any extra lecture/session. Taking into consideration all the suggestion by parents the college has worked on all their suggestions and feedback. Here the ERP works as an connections between the college and parents. The teachers regularly

notify the parents about any event, extra session, exam, wards progress regularly through the ERP.

6.5.3 – Development programmes for support staff (at least three)

MSCIT workshop, Soft Skills session. Personality Development

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1). Applying for Autonomy. 2). Tie-up with international universities/organizations for student and faculty exchange program. 3). Increase in Faculty Development Programs and more research related activities.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Electronics quiz	09/12/2019	28/05/2020	10/06/2020	717
2019	Organization of activities for first year students: OMT and Induction Program (Digital Marketing, Stock Exchange and Commerce, Etiquettes and Grooming, Applications on AR and VR, Cyber Security)	06/06/2019	26/08/2019	26/08/2019	271
2019	Organization of co-curricular activities like pi-day	06/06/2019	22/07/2019	22/07/2019	1120
2020	Mathematics Quiz	19/12/2019	22/06/2020	30/06/2020	167

2019	Planning to discuss about 5th Student Conference	17/09/2019	20/12/2019	20/12/2020	372
2019	Planning to discuss about 8th National Conference	17/09/2019	19/12/2019	19/12/2019	120
2019	Planning to arrange Jaykar Vyakhyanmala series	17/09/2019	04/12/2020	06/12/2020	413
2019	In house Faculty Development Program (IFEEP-2)	17/09/2019	11/10/2019	11/10/2019	68
2019	Planning to discuss about STATE LEVEL LATE SHRI SHANKARRAO WAKALKAR DEBATE COMPETITION	19/12/2019	18/01/2020	18/01/2020	84
2019	Women's day celebration	09/12/2019	09/03/2020	09/03/2020	21
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Multi-Fit: Physical fitness for college girls and boys	17/01/2020	19/01/2020	18	22
Awareness drive on "Promoting voters for casting of votes"	20/10/2019	20/10/2019	94	106

Personality Development Session	18/09/2019	18/09/2019	104	84
AIDS awareness and HIV testing program	05/12/2019	05/12/2019	74	77
Training program on "Women safety"	31/08/2019	31/08/2019	120	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>1. The college conducts the Green audit and Energy audit regularly as a measure of environmental consciousness. 2. The college consistently strives to makes the campus eco-friendly and green. Continuing this tradition, the campus has dustbins within short distance, trees are planted across the whole campus and the students are sensitized to take care of the same. 3. The campus uses 100 LED bulbs , which again shows the colleges concern towards energy saving and environmental consciousness. 4. E-waste is disposed by the college in environment friendly manner. 5. The college has proposed the management to install solar panels in the campus which will help to conserve more power and energy. 6. It is Regular Practice by students , Teachers and Staff at College to always switch Off Light and Fans before leaving class rooms. 7. Tie-Up with Environmental Conservation Association and organization of various sessions such as Solid Waste Management Exhibition, Making of Eco-Friendly Ganesha Idol and E-Waste Collection. . 8. Student prepares project on Environment Science as part of their Course Curriculum. 9. Water Budgeting of Soil Nala bund constructed at khed shivapur village, Pune. 10. Planted 5000 trees at Shelkewad village,Pune. A very Canopy was developed.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	Nil	29/09/2019	1	LTI Pool Campus Drive	Being closer to the hinjawadi IT industry to get the students and the corporate	685

						under one roof and provide employment opportunities , ICCS Organised pool campus drives for 5 companys.	
2019	1	Nill	27/11/2019	2	Infosys Pool Campus Drive	Being closer to the hinjawadi IT industry to get the students and the corporate under one roof and provide employment opportunities , ICCS Organised pool campus drives for 5 companys.	478
2020	1	Nill	12/02/2020	1	Mphasis Pool Campus Drive	Being closer to the hinjawadi IT industry to get the students and the corporate under one roof and provide employment opportunities , ICCS Organised pool	337

						cmapus drives for 5 companys.	
2019	1	Nill	09/11/2019	1	ATOS Syntel Campus Drive	Being closer to the hinjawadi IT industry to get the students and the corporate under one roof and provide employment opportunities , ICCS Organised pool cmapus drives for 5 companys.	212
2020	1	Nill	23/01/2020	1	AMAZON	Being closer to the hinjawadi IT industry to get the students and the corporate under one roof and provide employment opportunities , ICCS Organised pool cmapus drives for 5 companys.	159
2020	Nill	1	08/02/2020	1	Cleaness Drive at Lohegoan in Associ	Adar Poonawala Clean India Initiative	133

					ation with Adar Poonawala Clean India Ini tiative		
2019	Nill	1	23/08/2 019	1	Workshop on Eco friendly Shri.Gane sha Idol Making	Making of Ganesh Idols of mud and proper disposal of the idol	133
2019	Nill	1	11/01/2 019	1	Karyash ala Marathi in Wikipedia	How to use and redefine Marathi Wikipedia	88
2019	Nill	1	20/10/2 019	1	Promoting voters	PCMC and SPPU	13
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Model Code of Conduct for Students	14/06/2019	(i) Students are expected to conduct themselves at all the times in the classroom and on campus in a manner that enables them to qualify as responsible citizens. (ii) Cheating involves violating recognized norms for academic inquiry or specific norms established by faculty for particular assignments or using other methods, including technology, to gain unearned academic advantage. Examples of cheating include but are not limited to the following: • unauthorized collaboration • using materials not permitted during an exam, when writing a paper, or in completing other assignments • receiving assistance beyond what is permitted • manufacturing

or falsifying data (iii) Any student who becomes disorderly, is involved in any disturbance, interferes with the rights of others, damages property, or is individually or as a member of a group involved in unacceptable social behavior on or off campus may be subject to student conduct action by the concerned authorities like Students Conduct Council or Committee. (iv) All library users are required to enter their names and sign the register provided at the Entrance of library. (v) Students can borrow certain number of books, periodicals for a certain period of time as stipulated and communicated by the Librarian. (vi) Library books are required to be returned by the student on or before the due date. A fine will be levied after the expiry of the due date. All issued books must be returned and library fines (if any) must be settled on time. (vii) Mobile phones are prohibited in the Computer lab. The violation of the rule will result in the confiscation of the instrument and the expulsion of the student from the lab. (viii) The instrument will be returned to the student only at the end of the course by informing to parents. (ix) Chatting and talking is prohibited in all the Computer labs of the institution. (x) Students are prohibited from visiting any sites that do not add learning

value or are illegal. Students should use the computer lab only for academic learning. (xi) Students will refrain from ragging of any kind and those who violate this rule will be instantly suspended from the institution for a period of one week. (xii) The matter will be placed before the Anti-Ragging Committee, which will review the incident of ragging and take action according to the due process of law. (xiii) Students must take note that ragging results in dismissal from the institution. (xiv) The attention of the students is also drawn to the judgment committee wherein it is mandatory for the institution to file a complaint with the higher authority and with all resulting consequences as per "The Circular of the Education Department, Government of MAHARASHTRA on Prohibition of Ragging in Colleges and Hostels." (xv) All students are expected to be appropriately attired-formally dressed while in Administrative Building, Learning Center and Laboratories at all times on designated day. (xvi) Men will wear formal trousers, formal shirts and leather shoes and women will wear formal trousers, formal suits, salwar kameez. (xvii) On Saturday students may wear smart casuals. One can be casually, but appropriately and decently dressed at other locations in the campus. (xviii) All students are required to wear

		<p>suits/blazers/sarees on formal occasions, during special seminars and presentations and other functions organized by the institution. (xix) Distinguished guests and visitors frequently visit the institution and its educational campuses and therefore, students must bear in mind that they are projecting the image of the IGI ICCS. (xx) All students must consume their food in canteen. It is to be noted that no Cake for birthday celebration is allowed in the Campus. (xxi) All students must carry their I-cards while on campus failure to carry the same will result in prohibition of entry in campus.</p>
<p>Model Code of Conduct for Staffs</p>	<p>14/06/2019</p>	<p>(i) Every Teacher shall discharge his/her duties efficiently and diligently to match with the academic standards and performance norms laid down by the College Management from time to time. (ii) Every Teacher shall update his/her knowledge and skills to equip himself/herself professionally for the proper discharge of duties assigned to him/her. (iii) Every Teacher shall conduct himself/herself with absolute dignity and decorum in his/her dealing with the superiors, colleagues and students every time. (iv) No teacher shall absent himself/herself from duties at any time without prior permission from higher concerned authorities. (v) No teacher shall accept any honorary or other assignment given to</p>

him/her by any external agency without the prior permission of the College Management. (vi) No teacher shall associate with any political party or take part in any other organizational actively, which is not in line with the duties and ethics of the teaching profession. (vii) No teacher shall attempt to bring any political or outside pressure on his/her superior authorities in respect of service matters. (viii) No teacher shall participate in any strike or demonstration and /or indulge in any criticism of College Management policy or of the Government for any reason whatsoever. (ix) No teacher shall act in any manner that violates the norms of decency or morality in his/her conduct or behavior inside and outside the College Campus. (x) No teacher shall incite, provoke or instigate any students or any other member of the staff into any form of action against the College Management, or that seeks to disrupt the academic activities of the College.

Model code of Conduct
for Parents

14/06/2019

When engaging with the College, Parents shall: • refrain from engaging in malicious or judgmental gossip • ensure that everything they say about others is fair, respectful and truthful • value the dignity of each person • refrain from any conduct that may be characterized as bullying, harassment, discrimination or vilification • ensure any

complaint complies with the complaint process in this Code of Conduct • use language which is impartial, respectful and honest and not offensive, insulting or derogatory • dress respectfully for the occasion • not attend College events if affected by alcohol or other intoxicants • Show respect for College property and the property of other members of the College community and ensure all conduct is appropriate to ensure the occupational safety and health of all College employees. • The College expects that all written and spoken communication from Parents to anyone in the College community will be courteous and respectful. • Ensure that relationships with students are strictly appropriate by avoiding any favoritism, special treatment or exclusion.

Model Code of Conduct for Corporates

14/06/2019

The representatives of the Corporates has to abide by the following conduct: • Integrity and Truthfulness • Promise Keeping • Loyalty - Managing and Fully Disclosing Conflicts of Interest • Fairness to the College College Students • Doing No Harm to the College College Students • Maintaining Confidentiality.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Swaccha Bharat Mission Rally	02/10/2019	02/10/2019	148
Promoting voters	20/10/2019	20/10/2019	13
AIDS awareness and HIV testing program	05/12/2019	05/12/2019	156

Training program on "Women safety"	31/08/2019	31/08/2019	120
Yoga Day	21/06/2019	21/06/2019	90
Tree Plantation(Guinness World Record by Savitribai Phule Pune University)	23/06/2019	23/06/2019	78
Youth Parliament 2.0	19/09/2019	19/09/2019	190
School stationery Donations for Needy students in Raigad	22/07/2019	22/07/2019	311
Sangali- Kolhapur Flood Donations	11/08/2019	16/08/2019	312
Pulse Polio Mission in collaboration with Khiwsara Hospital (Government), Dange Chowk, Pune.	19/01/2020	19/01/2020	32

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Practice of paperless communication and office work 2. Water recycling 3. Use of saplings for felicitation of guests at all events/activities/functions in college. 4. E-waste recycling 5. Replacement of CFL with LED bulbs - power conservation.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Indira Sustainable Maharashtra Initiative (ISMI): The initiative was launched in Indira Group of Institutes in November 2015. The main objectives are: • To reach out to the farmer families who have committed suicide for being the victims of drought situation. • To reach out to them by way of sponsoring their education at undergraduate and post graduate level which also includes their food and accommodation. • The main motto of this initiative is to help the children of such families to gain education thereby attain better career opportunities and make a better living. 2. Incubation Cell : The Incubation cell addresses the development of product/services using upcoming technologies in the Institute. The cell was established on Vide IQAC Resolution. The Key objectives are: • Provide a platform to the students of ICCS, to think out of the box so that their ideas toward certain problem solutions are appraised. • To encourage the students by funding such appraised projects. • To promote new product development, product innovations, software testing, simulation and prototyping, pilot experimentation, training and similar other technology-related work. The incubation Cell (IC) addresses development of product/Services using upcoming technologies in the institute which is incubated by budding developers who are the students of ICCS. The head of Incubation Cell of the Institute appraises each incubation proposal and the business plan based on pre-defined criteria. All the funding for the projects in incubation center are taken care of by the management. The activities in the IC include product development, product innovations, software testing, simulation and prototyping, pilot experimentation, along with our major ongoing

project of Virtual Reality.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://iccs.ac.in/BestPractices>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Since the beginning, the college has emphasized on establishing its image as a place for learning and personal enrichment of the learners. The college has made appropriate efforts to establish itself as a high quality institution for learning and student's personality enrichment and improving overall educational standards. Following are the characteristics of ICCS as an academic institution- The College has positioned itself as an unique institution which encourages healthy academic practices and stresses from building a fair culture for enhancement of academic standards. The college has always encouraged its faculty members to participate in various academic activities to exhibit their talents and encourage academic scholarships. Some of the important policies in this regard include recognizing special and extraordinary services of the teachers and given them letter/certificate of appreciation. The college for its extra ordinary contribution to education has been awarded with various awards and recognitions. The college stood 10th in "Emerging college of the century" in MDRA 2019 ranking, 13th in Top 70 BBA Institute rankings 2019 by Times . Ms. Manisha Patil received 'Distinguished Teacher' award from IARDO, SNDT Mumbai University. Prof. Shivendu Bhushan received 'Ideal Teacher' award from The International Association of lions Club. These awards and ranking clearly indicates significant contribution of ICCS in quality education. ICCS has developed a very fair and healthy culture to recognize services of its outstanding teachers and faculty members as well as non-teaching staff. Similarly, the college has adopted good number of healthy practices to encourage contribution of its teachers and motivate them. The teachers are provided with increments as per SPPU norms and the college also reimburses 50 of fees charged for attending various workshops, seminars and conferences by the faculty members. As the institution completed 25 years of the service to the society on this occasion the college has recognized services of all the teachers and non-teaching staff who have worked in this institution for more than 10 years. All the faculty members and support staff were honored with gratitude for their services by presenting them a memento for recognition of their service. Also as a part of this celebration, numerous trees were planted across many villages and a library was set up at a rural village Kalyan, Khed Shivapur. Similarly the college has organized a good number of activities to exhibit its concern for social welfare as a part of social responsiveness. These include- Flood relief programs for flood affected people, providing food and water assistance to Mother Teresa orphanage near college, Watershed Soil Nala Bandi for water harvesting and conservation at Sriramnagar gram panchayat. The college is specifically working for enhancing the learning abilities and qualities of the students by providing professional education and enrichment of their skills. These skill development initiatives have added to their qualifications and also have improved opportunities of employment. For holistic development of students the college organizes a variety of activities like Poster presentations, Presentation league, Youth Parliament, Electronics hobby projects etc and many more.

Provide the weblink of the institution

<https://iccs.ac.in/IndiraCollegeOfCommerceScience>

8.Future Plans of Actions for Next Academic Year

1. To establish more international tie-ups to enhance student and faculty exchange program due to which students and Faculty members would get exposure to a cultural diversity, techniques and technologies used and implemented at different universities, with an opportunity to exchange ideas and observe a variety of styles. This program aims to take advantage of the benefits of diverse faculty. The program presents a unique opportunity to institute for interaction with Foreign universities. 2. In order to improve research quality, the college plans more tie-ups with recognized Scopus indexed journals and UGC care listed journals. It will make very easy to find and search prominent journals for faculty and students of college for their research work. 3. The college has already started Indira Faculty enhancement and enrichment program, the college plans to enhance the contents to facilitate quality research and effective teaching-learning with an aim to enrich the faculty's content knowledge, pedagogical knowledge, and technological knowledge. 4. The college aim to focus on engagement of student centric methods, such as experiential learning, participative learning and problem-solving methodologies for enhancing learning experiences and holistic development of students. 5. To increase tie-ups with international service organizations for social and extension activities. Through extension and outreach programs, we aim to sensitize the students to develop social values, widespread their responsibilities and knowledge in societal issues and problems by making them to involve with the community people. 6. Keeping in mind the current scenario and advancement of technology the college will encourage all faculties to develop more E-Content so that it can be accessed by students anytime and anywhere. 7. As an institution we believe that Taking good care of your physical health is proven to have a positive effect on your mental wellbeing and vice versa for the same college will organizing more sessions to promote physical and mental health. 8. Planning and working for Autonomous Status in order to develop and engage more skill-oriented courses as per industry requirements. 9. As an institution we always focus on serving our community for the same we will enhance social activities with more focus on health care. 10. Motivate faculty members for online certification/refresher/orientation programs to enhance faculty skill set.