



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>	
	GOKHALE EDUCATION SOCIETY'S B. Y. K. (SINNAR) COLLEGE OF COMMERCE, NASHIK
• Name of the Head of the institution	Dr. Ram Manohar Kulkarni
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02532572520
• Mobile no	7387077246
• Registered e-mail	ramkulkarni15@gmail.com
• Alternate e-mail	gesbyk@gmail.com
• Address	Prin. T. A. Kulkarni Vidyanagar, College Road, Nashik- 422005
• City/Town	Nashik
• State/UT	Maharashtra
• Pin Code	422005
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Savitribai Phule Pune University				
• Name of the IQAC Coordinator	Dr. Mrs. Leena Milind Bhat				
• Phone No.	02532572520				
• Alternate phone No.	02532578832				
• Mobile	9822853035				
• IQAC e-mail address	leena.bhat10@gmail.com				
• Alternate Email address	gesbyk@gmail.com				
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.bykcollege.com/agar-2019-20/">https://www.bykcollege.com/agar-2019-20/</a>				
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.bykcollege.com/academic-calendar-2020-21/">https://www.bykcollege.com/academic-calendar-2020-21/</a>				
<b>5. Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	85	2004	16/02/2004	15/02/2009
Cycle 2	A	3.13	2010	04/09/2010	03/09/2015
Cycle 3	A	3.07	2017	30/10/2017	29/10/2022
<b>6. Date of Establishment of IQAC</b>	05/07/2004				
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
BYK College of Commerce	NSS Activity	SPPU	2021	44550
BYK College of Commerce	Earn and Learn Scheme	SPPU	2021	96146
BYK College of Commerce	Freeship and Scholarship	Maha DBT	2021	843551
BYK College of Commerce	Solar System Equipment	SPPU	2021	183000

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>3</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	

<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>
<p>1. The IQAC's has taken an initiative to modernise the teaching-learning process. Instructional practical sessions were arranged so as to provide an awareness of e-teaching techniques to the teachers. Moving teaching learning and all academics activities on online platforms using Google Classroom, Google Meet, Zoom Meeting.</p>

2. The teachers are encouraged to participate in Refresher Courses, Orientation Programmes, Research, Seminars and Workshops etc. for the up gradation of knowledge base. All teachers are encouraged to take part actively in research work.

3. The college has conducted two national webinars on "Changing Life and Digitalization" and "Career Opportunities for scholar students in Commerce and Management" were conducted and two workshops on "Digital Learning Tools" and "Developing Research Aptitude in Students" for the students.

4. Memorandum of Understanding with Educational Institutes , Business Organizations and NGO's

5. Online Students Feedback system is developed by an initiative of IQAC. For better e-governance admission process is shifted to manual to online mode via e-portal.

**12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
Conduct Faculty Development & Training Programme	Conducted Two Faculty Development Programme for the teaching staff and One training program for Non Teaching staff.
Planning of Webinar for Staff and Students	Organized National Level Webinars for the staff. Conducted online webinar for the students
Workshop for the Students	Conducted 5 days workshop on "Developing Research Aptitude in Students" and five days workshops for the students on "Digital Learning Tools"
Conduct Intercollegiate Software development competition	Various colleges from Nashik city participated intercollegiate software development competition for the students.
Management Events	Organized Management Fest and Sir Dr. M. S. Gosavi Technomahotsav Eureka 2021.
Women Empowerment Cell & Vidyrathini Manch Programs	Organized Matru Gaurav Programmes for Mothers of Girl Students.
Department of Marathi	Conducted Marathi Bhasha Savardhan Pandharwada & Mukta Chintan, Kavya vachan and Natya Abhivachan
Student Development Cell	Distributed Mask and Sanizers.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	15/03/2022

<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020-21	24/12/2021
<b>Extended Profile</b>	
<b>1. Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	6
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2. Student</b>	
2.1 Number of students during the year	4185
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	2236
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	1554
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3. Academic</b>	
3.1	52

Number of full time teachers during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
3.2	10	
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1	45	
Total number of Classrooms and Seminar halls		
4.2	1553013	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	74	
Total number of computers on campus for academic purposes		
<b>Part B</b>		
<b>CURRICULAR ASPECTS</b>		
<b>1.1 - Curricular Planning and Implementation</b>		
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process		
<p><b>Response:</b></p> <p>The college regards effective delivery of curriculum as the most vital curricular aspect. The college follows the curriculum prescribed by the Savitribai Phule Pune University. Our faculty members have worked on the Board of Studies and their sub-committees, substantially contributed to the curriculum development. The college ensures effective curriculum delivery through systematic and strategic transparent mechanism:</p> <p><b>Academic calendar:</b> At the beginning of each academic year, each department prepares academic calendar incorporating curricular, co-curricular and extra-curricular events in alignment with the college</p>		

academic calendar. The college is certified ISO 9001: 2015 Quality Management System, as this system emphasizes on PDCA cycle, this includes preparation of an academic planner comprising of all departments. The institution has built in mechanism to ensure curriculum completion within the planned time frame. A well prepared and complete college academic calendar for the respective academic year is prepared. The Head of the Departments initiates and enhances the department at their level. Accordingly, the teacher prepares teaching plans and teaching report with the alignment of syllabus. A calendar includes tentative dates of examinations. The internal examination schedule is prepared and included in the academic calendar and is adhered to smooth conduct of examination. External Examinations are conducted as per the instructions and guidelines provided by S.P.P.U. The Principal monitors the effective implementation of the Calendar through formal meetings with Heads of Departments and if necessary informal discussions with faculty.

**Time- Table Committee:** The college constitutes the Time Table committee. The Time Table is prepared by the members of Time Table Committee. The Time Tables are displayed on the Notice Board and also uploaded on the college website. The syllabus link of University is also provided to the students.

**Teaching Plan and Teaching Report:** Teaching plan is prepared by every faculty member at the beginning of academic year. They record the conduct of teaching and practical in the teach report. Periodic assessment of curriculum delivery is conducted by IQAC through HODs. The faculty engages extra periods and practical's as and when necessary and maintains their records.

**Computer Laboratories:** There is optimum utilization of well-equipped computer laboratories for curriculum delivery of practical. The students maintain the practical journals and the results are certified by the faculty along with HOD.

**Teaching Aids:** The faculty uses LCD projectors, Google Classrooms, Power point presentations charts, along with chalk and board. Different methods of teaching such as seminar, group discussion, quiz, case study for effective delivery of curriculum and better understanding of subject. Study materials, notes and question banks are provided in the class and through mails , Google Classroom and on website. Industrial visits, are organized for practical exposure. Group projects are assigned to teach them team spirit, sharing and develop presentation, research skills. Social sites such as YouTube, Whatsapp etc. are used for effective teaching. ICT based materials are uploaded on the college website. Guest lectures, Expert lectures



and guidance by departmental Alumni are engaged. Internet, Computer, LCD projectors and other Audio- visual aids are utilized on regular basis.

**Library Department:** B.Y. K College Library is one of the oldest libraries in Nashik. It spreads in an area of 3806 sq ft. The library is located in a separate two storied building with situated near the main block. The collection includes more than 108921 books, 17 journals, 19 magazines, 1705 CD's, Video cassettes 46 Audio cassettes 40, Thesis 51, New Paper 12 volumes. During the last five years (2016 to 2021): 107060 books were bought. The collection of books includes documents covering a wide range of subjects from Commerce, English literature, Management, Competitive Exams, Personality Development, Research, Mental and Physical Health, Yoga, Hindi, Marathi etc. The library is automated, and has a spacious reading hall and reference section.

**Teacher support:** The college encourages the faculty to participate in Orientation and Refresher courses to update their knowledge of subject. The college encourages the faculty to attend the meetings of BOS and syllabus restructuring workshops. The college takes initiative and encourages staff to attend workshops organised by the University for effectively implementing the CBCS method of imparting curriculum. The Choice Based Credit System (CBCS) is implemented for enabling choice for selection of Elective papers to the students. New recruits are given orientation regarding teaching methodologies and FDP is conducted for new and experienced teachers.

**Feedback:** The college collects regular feedback from the faculty, students, alumni and parents. The collected feedback is analysed using different parameters and the performance of the students, faculty and institution is assessed. Any discrepancies identified are considered for correction and suggestions are taken for improvement. Action taken report prepared and improved the non conformity. Formative assessment is done to identify gaps in students' knowledge which helps to identify slow and advanced learners. The slow learners are provided with Remedial Coaching after the completion of each semester. The advanced learners are encouraged for further progression in career by participating in various co-curricular activities and career oriented programmes organised by the college under Scholar Group activities The faculty makes suggestions in curriculum reframing workshops in the light of feedback received. The achievements of objectives of the syllabus are measured through students' performance in Internal tests, Group discussions, Presentations and University examinations.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.bykcollege.com/academic-calendar-2020-21/">https://www.bykcollege.com/academic-calendar-2020-21/</a>

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

An academic calendar is prepared by the concerned official at the beginning of each semester in line with the University's calendar consisting of various curricular, extra and co-curricular activities. The calendar is uploaded on college website, displayed on notice boards and is communicated to students through emails. It is updated and revised with respect to any changes suggested by the university. All the classes and examinations are planned as per the calendar, thus ensuring complete adherence. Compliance of Continuous Internal Evaluation with Academic Calendar

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

2. Teaching Plan- After the allocation of subjects to faculty, teaching plan of each subject is prepared consisting of detailed contents. It also contains the assignments to be uploaded on every scheduled date of academic calendar. This plan is duly approved by the Head of the department.

3. Internal Examinations- The dates internal exams and mock viva for BBA students are mentioned in the academic calendar. Detailed Examination schedule is intimated in advance, by class In Charge & respective HODs. To maintain further compliance, exam sheets are checked within three days after the commencement of each examination. In case of labs and projects, internal viva and practical exams are conducted by respective departments before/after the pre university examinations.

4. Question Paper Setting- The question paper of internal exams are set by concerned faculties and is approved by head of the department.

5. Exam sheets evaluation- The answer sheets are cross checked in each department to ensure transparent and unbiased evaluation.
6. Assignments and Quiz - In addition to the tests, assignments and quizzes are also the part of Continuous Internal Evaluation. Assignments are provided to students on the scheduled dates mentioned in the academic calendar and solutions are submitted by students within three days. Every teacher conducts regular class tests consisting of MCQs on the related topic for practice and revision with the help of Google forms.
7. University Exams- The tentative dates for university exams are indicated in the academic calendar. The final university exam schedule is also displayed on students' notice boards.
8. Student feedback - At the end of academic session students submit their feedback for each subject through online feedback forms maintaining complete anonymity
9. Academic Monitoring- Each Head of the Department constantly monitors teaching report on course coverage, student attendance and assignment provided for every subject. Remedial classes are conducted for weak students in mathematical/conceptual subjects.
10. Amendments- In case of unseen conditions, academic calendar is modified and revised as per the instructions of Principal of the College.
11. C & D Component-College has 33% autonomy of these subjects assessment of these subjects was conducted by college. Continuous Assessment of the students are done with the help of tutorial test, journal, practical test, viva voce and the theory exam for these subjects and external examiners are appointed for these subjects by the college and approved by the University for the same. The final marks out of 100 are entered in University portal for the further marksheet process.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.bykcollege.com/academic-calendar-2020-21/">https://www.bykcollege.com/academic-calendar-2020-21/</a>

**1.1.3 - Teachers of the Institution participate in**

**B. Any 3 of the above**

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

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

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

05

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

16

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

2907

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

#### 1 - Professional ethics

Ethical discussions not only expose students to contrasting ethical opinions, they also provide an opportunity to understand the reasons behind the differences. As a result, students are able to expand their understanding of ethics, sometimes even altering their own values and ethical decision-making process. Two lectures were organized for professional ethics in the minds of students who are preparing for professional courses in our college. This activity was carried out by scholar group. Two lectures were arranged for this purpose one by CMA Ravindra Devdhar, Nashik and another by Mr. Sarang Tembe, Mumbai.

#### 2 - Gender

Gender awareness aims at increasing general sensitivity, understanding and knowledge about gender equality. It is need of the our to have gender awareness which helps students in making connections to people around them and gain self confidence, well-being, peer acceptance and social support. It has been observed that the academic choices of girl students many times do not reflect

their abilities and therefore 2 programmes were conducted through online sessions specially for girls. The overwhelming response to these programmes resulted in one more workshop where there were group discussions on different issues relating to gender equality were held mixed groups. The feedback forms for these programmes had shown that these programmes have helped in improving self image of girl students and understanding the real meaning of gender equality.

3 - Human Values : To create scientific approach and social awareness among the students, lectures and quiz, essay, etc. are by NSS and other NGO or, govt. bodies. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Programs conducted under N. S. S., N.C.C., and other departments help to inculcate human values among students. Guest lectures on value education have been organized for students. National festivals like Independence Day and Republic Day serve as a platform to enliven patriotic and moral values. Different social activities have been initiated by the college like Health and Hygiene awareness programs, Medical check-up camps, AIDS awareness programs, Voter's awareness program, Road safety Campaign, Blood donation camps, etc.

In today's nuclear family scenario inculcation of human Values are most important in life. Honesty, integrity, love and happiness are some of the destination values that human beings should live with. It is absolutely important to teach these values because these values shape their attitudes, beliefs and ideas and help them develop into morally strong individuals. It has been observed that students many time attach happiness with money, keeping this in mind online sessions by Dr.Sucharita Gadre, A senior research psychologist and psychometrician working in Jnana Prabodhini's Institute of Psychology were held. This activity was conducted by Reader's Club of the College.

4 - Environment and sustainability N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year, N.S.S. unit undertakes a host of activities in the nearby villages during the special camps. In these camps, N.S.S. organizes various environment related programs including tree plantation, village cleanliness, eradication of Gajar grass, plastic free drive, Poster Competition, Debate Competition, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. Different activities have been initiated by the college to save environment such as Cleanliness Campaigns etc. The cleanliness program is organized to clean ponds,

watering plant, Celebration of various days like World Environment Day, N.S.S. Day, etc. Practicing sustainability empowers students to construct knowledge, explore values and develop an appreciation of the environment and its relationship to their worlds. This lays the foundations for an environmentally responsible adulthood. Sustainability improves the quality of students' lives, protects our ecosystem and preserves natural resources for future generations. Students were given assignments where, they were expected to write a report based on the activities carried by them to protect environment. This created awareness among them about the responsibility in saving energy, water and such other natural resources.

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

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

06

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

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

1086

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://www.bykcollege.com/igac-students-feedback/">https://www.bykcollege.com/igac-students-feedback/</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<a href="https://www.bykcollege.com/igac-students-feedback/">https://www.bykcollege.com/igac-students-feedback/</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**



4185

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

2801

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

BYK College of commerce assesses the learning levels of students by the conduct of various activities/programmes for the students.

The following activities are done for both advance and slow learners.

1. Classroom teaching\_ online and offline
2. Assignments are given to students to develop self-learning
3. Practicals are conducted
4. Experts' guest lectures are conducted.
5. Internal test and tutorials are conducted for assessing them for internal evaluation
6. Group discussions and seminars

For Advance learners

## 1. Scholars Group

The college has a scholar's group: In this group, the toppers of all the sections and divisions are included. Various activities are conducted under this platform.

This platform is structured on the basis of academic excellence. Under this platform the toppers of each class and each division are selected as the members of the scholar group.

In the year 2020-21,

- The first activity was inaugural of the scholar group on 5th Feb 2020 at the college level.
- Second activity - A guest lecture was organised on 5th Feb 2020 on the topic "Success Story of an Entrepreneur" by Mr. Somnath Rathi
- On 19th Feb the students of the group were appreciated on the 19th Feb 2020, in the centenary, 103rd year celebration of Gokhale Education Society.
- A special group is created where the teachers and the advanced learners are connected through a what's app channel.
- Sharing and transfer of knowledge takes place under this platform.
- A webinar on "Career Opportunities for Scholar Students in commerce and management" was organised on 10th August 2020 by guest speaker CA. Pranav Kulkarni from Dubai.
- Five days free online workshop was organised from 20th Oct 2020 to 2nd Nov 2020, on the topic "Developing Research Aptitude" for the students of scholar group. The registered students were issued certificates. The resource person was in-house faculty Dr. Mrs Suneeta Pimpale.
- As a regular academic practice, toppers are appreciated and awarded in the form of various rewards every year.

## 2. For Slow learners:

Remedial teaching is done. Special assignments and counselling is done to develop their learning skills.

- A remedial course was conducted for the weaker students in the subject Business Communication
- A series of lectures were conducted for improving the subject knowledge of Business Communication among the students of SY B.Com.
- A three days Online lecture series was organised for the

students from 21st December 2020 to 23rd December 2020.

- A weeklong bridgecourse is conducted for M. Com Part I students with specialisation in Costing, to bridge the gap and understanding of the basic concepts of Costing. This enables the students (who don't have the basic knowledge of costing at undergraduate level) to come at par with other students having costing background. This helps them to balance the learning at Postgraduate Level.

File Description	Documents
Paste link for additional information	<a href="https://www.youtube.com/watch?v=F2qGEL_G1tc">1. Annual function link for the appreciation of toppers;https://www.youtube.com/watch?v=F2qGEL_G1tc</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
4185	61

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

The college has student centric and learner centric atmosphere to achieve the desired learning outcomes and this is done by the methodology of teaching through different modes of learning like experiential, participatory learning and problem solving techniques;

#### Experiential Learning:

Along with regular Assignments, seminars, presentations, workshops the Final year students of undergraduate and post graduate are required to work on a project based on their specialization subject under the guidance of a project guide.

Industrial Visits are organized to explore the practical aspects of the corporate and social world. Dueto pandemic, A virtual visits

were conducted to explore the practical aspect of learning.

**Participative Learning:**

The annual college magazine Vyavahaar and periodic Ascent encourage students to contribute Articles, Poems Essays and other articles on current issues thus providing an outlet for their creative and literary expressions. The teachers employ interactive and participatory approach creating a sense of responsibility towards learning. Students participate in various competitions in and outside the college. Interactive instructional techniques like focus group discussion, Readers Corner on the college website to develop reading skills. This platform is open for all.

**Problem Solving Methodologies:**

The college has restructure course. Under this the students are given case studies as per their area of specialisation to develop analytical thinking and solve the issues or problems. The students undertake the project to understand the real life situations in and around the learning environment. Quiz and group discussions are conducted to enhance the learning and critical thinking abilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The teachers of B.Y.K College of Commerce use online education resources, social networking sites, and blended learning platforms like Google classroom to effectively deliver teaching and provide enhanced learning experience to the students. The teachers of the Department of Computer Science and Technology naturally leads in the complete adoption of ICT enabled tools to render teaching; nonetheless, almost all the teacher's use in some way or other ICT tools to teach and train their students.

Teachers prepare modules on important topics which are produced and recorded by them and made available for students online. The use of ICT by teachers in classrooms apart from enabling students to keep pace with the contemporary digital and virtual world has helped the

college to create a student centric learning approach. College Website, YouTube, E- mails, Whats App group, Zoom and Google classrooms are used as platforms to communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information.

Internet and Wi-Fi facility is made available to all the students on demand. The library also provide access to computers and on line journals freely available in public domain and also to journals subscribed on the advice of faculty and facilitates downloads. Anti-plagiarism software is used to check authenticity of Research Students who submit their thesis. Photocopying facility is also provided.

Every teacher is necessarily required to upload internal assessment marks in addition to the feedback on the course and the class that they taught on their University marks entry login. On the other hand, the students' get all their academic information on the students university portal provided by SPPU. The students are also required to provide online feedback on the curriculum and teaching-learning environment on every course in every semester. PhD Viva Voce and College Level Meetings held on Google Meet or Zoom Meeting.

Online tools are used to enhance the quality of teaching-learning like

1. Google classroom is used to manage and post course related information- learning material, quizzes, assignments, etc.
- 2.. Effective use of modern methods like power point presentations, Google Slides are prepared by the teachers to develop e content.
3. Videos are uploaded for creating additional learning among the students.
4. Study material is uploaded in respective google classroom
5. Online quizzes are conducted.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

19 at Teachers level and 50 at students level.

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

26

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

25

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

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

#### 2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

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

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Examination Committee conducts meetings of the faculties and directs them to ensure effective implementation of the evaluation process. At the entry level, admissions are given purely on University norms and on merit basis. The lists of merit students are displayed on Notice board. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work and Seminars Presentation. Internal Marks are conducted regularly as per the schedule given in academic calendar. The weightage for the Internal Marks varies as per the concerned pattern. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing students after their assessment. Students

appearing for Second /third year are asked to deliver the presentations of the concerned project based subject. Topics are given by their teachers to the students to prepare for power point presentation. For transparent internal assessment, the following mechanisms are conducted by Examination Committee.

- Interaction with students regarding their internal assessment.
- Internal Question Paper Setting.
- Internal Assessment.
- Restructured courses are blended with theoretical and practical evaluation.
- Conduct of Examination
- Result Display
- The method of internal assessment helps the teachers to evaluate the students more appropriately.

Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. The credit bases system has further motivated students to participate compulsorily in all the activities. Further it has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The seminar presentation improves the communication skills of the students which is very essential to face the interviews. BYK College of Commerce is affiliated to Savitribai Phule Pune University. The examination system of the college is inclusive of syllabus designing setting of the question papers, conduct of examination is as per the rules and guidelines issued by Savitribai Phule University. Guidelines regarding the assessment and evaluation process of performance of students is communicated to the students. The internal assessment is carried out in a systematic manner.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil



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

The institute has devised an efficient mechanism to deal with examination related grievances which transparent in the pattern and conduction of examination and rectification of grievances is time bound. The college follows strictly the guidelines and rules issued by the SPPU while conducting internal and external examinations.

At Institute level:

At Institute level, an Examination Committee, comprising of all together eleven member including Chairman, CEO and Members of Grant and Non Grant teachers is constituted to handle the issues regarding evaluation process. Any clarifications or grievances regarding evaluation are addressed by the teacher. The internal marks are displayed on the notice board. If any discrepancy like mistakes in question paper, mark allocation, or evaluation, is noticed by the students, the concerned teacher is asked to resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then the student can fill a reevaluation form for the same. All such representations are taken positively and are reassessed by another teacher if necessary. Retest for the Internal Assessment are conducted for Students who remain absent for internal exams due to medical reason or the students who have represented college in sports for International, National, State level competitions. Within a time bound the Internal Assessment marks are entered in the University web portal.

So maximum chances are given to the students to clear the subject. The entire process is maintained transparent and time bound by the university.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.bykcollege.com/internal-examination-notice/">https://www.bykcollege.com/internal-examination-notice/</a>

**2.6 - Student Performance and Learning Outcomes**

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and

displayed on website and communicated to teachers and students.

Program outcomes, program specific outcomes and course outcomes for all programs offered by the are stated and displayed on website and communicated to teachers and students

1. Program Outcomes (POs): It represents the knowledge, skills and attitudes the students should have at the end of a course completion of their respective engineering program.

2. Course Outcomes (COs): It gives the resultant knowledge and skills the student acquires at the end of each course. It defines the cognitive processes a course provides.

3. Program Specific Outcomes (PSOs): These are statements that define outcomes of a program which make students realize the fact that the knowledge and techniques learnt in this course has direct implication for the betterment of society and its sustainability.

Program Outcomes (POs) , Program Specific Outcomes (PSOs) and course outcomes are communicated to the stake holders of the program by the following procedures.

- POs and PSOs are approved by the Central Planning & Co-Ordination Committee.
- POs and PSOs are available on the College Website.
- POs and PSOs are kept in prominent locations of the campus for staff, students and public view.
- POs and PSOs are displayed in various Departments sand Department library.
- POs and PSOs are communicated during the Alumni Meeting.
- During the induction program for students and faculty meeting POs and PSOs are communicated.
- Course Outcomes (COs) are framed by the course designing committee. The course outcomes and their mapping with program outcomes and program specific outcomes are elaborately discussed and derived by the course designing committee members.
- COs are communicated to the students during the introduction

class itself.

- During the discussion of the course, the outcomes of the course are also focused. During the commencement of each unit and after the completion of the unit, the course outcomes are reviewed

Monitoring the progress of the students and communicating them during the progress of the course

1. During every class hour an environment is provided where teacher closely interacts with the students and the student freely expresses his difficulties. Assignments are provided in between the internal and class tests and the performance of the students in them indicates if the student has assimilated knowledge about the subjects that were taught.

2. The internal test mark indicates the performance of students. Corrective actions are initiated by the students if necessary.

3. Based on performance of students in internal exam and during presentations and Viva Voce internal marks are allotted for each student in accordance with the examination pattern. Students can check the internal mark during the allotted date in the college.

4. The average pass percentage of the class in the end semester examination is also an indication of the general progress of the class as a whole.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.bykcollege.com/igac-programme-course-outcome/">https://www.bykcollege.com/igac-programme-course-outcome/</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

**Attainment of Course Outcomes**

In the Outcome Based Education (OBE), assessment is done through one or more than one processes, carried out by the department, that identify, collect, and prepare data to evaluate the achievement of course outcomes (CO's). The process for finding the attainment of Course outcomes uses various tools/methods. These methods are classified into two types:

- Direct methods
- Indirect methods

• Direct methods display the student's knowledge and skills from their performance in the class/assignment test, internal assessment tests, assignments, semester examinations, seminars, laboratory assignments/practicals, mini projects etc. These methods provide a sampling of what students know and/or can do and provide strong evidence of student learning.

• Indirect methods such as course exit survey and examiner feedback to reflect on student's learning. They are used to assess opinions or thoughts about the graduate's knowledge or skills.

Following tables show the various methods used in assessment process that periodically documents and demonstrates the degree to which the Course Outcomes are attained. They include information on:

a) Listing and description of the assessment processes used to gather the data

b) The frequency with which these assessment processes are carried out

Measurement of Course Outcomes for the Continuous Internal Assessment:

In our college, outcome-based education is being practiced for the undergraduate students.

All the questions in continuous internal assessment tests and components are mapped with course outcomes.

The course outcomes are measured based on the performance in continuous internal assessment tests, components. The target for course outcomes in a course is set based on the performance in the course by the graduated students in the past academic years.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.bykcollege.com/igac-programme-course-outcome/">https://www.bykcollege.com/igac-programme-course-outcome/</a>

### 2.6.3 - Pass percentage of Students during the year

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

1251

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://docs.google.com/document/d/1WvgnDsfnFzkz9yYs0HfQxh1J3Z18Jn19iXku8aNpswI/edit?usp=sharing">https://docs.google.com/document/d/1WvgnDsfnFzkz9yYs0HfQxh1J3Z18Jn19iXku8aNpswI/edit?usp=sharing</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.bykcollege.com/student-satisfaction-survey-2020-21/>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

NIL, NO GRANTS FROM GOVERNMENT AND NON GOVERNMENT AGENCIES FOR RESESEARCH PROJECT / ENDOWNMENTS DURING THE YEAR 2020-21

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

#### 3.1.2.1 - Number of teachers recognized as research guides

10

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

## 3.2 - Innovation Ecosystem

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

**Research Centre:**

College has recognized Research Center, Research Centre is established in 2006 to facilitate and monitor research activities in the college. During the last sixteen years 24 PhD's are awarded to the students of B.Y.K College research centers and 15 research scholars are currently pursuing their Ph.D under 15 recognized guides.

B.Y.K. College provides a conducive environment for promotion of Innovation and Incubation. All required facilities are provided and guidance is extended to the students. Students are encouraged to actively involve in the application of technology for societal needs. Necessary support is provided for Documentation, Publication of Research Papers and also for obtaining PhD. The Research centre facilitates and provides necessary guidance to the faculties in submitting research proposals and research papers, which are to be published by the staff and research scholars in the reputed journals. College staff contributes research paper in Journal of research published by G. E. Society name "Swayamprakash" ISBN :2249-9016.

Incubation Center:

As a part of B.Y.K's commitment towards carving Innovation Ecosystem, an incubation centre in college under Savitribai Phule Pune University was established in January 2021. The principal is the Chairman along with one In-charge and Coordinator to conduct the activities. The objective is to promote and realize product oriented innovative and executable ideas and concepts from students, faculties, and members of the society with a focus on enhancing the quality of life through entrepreneurship development and help them to realize the ideas into products, processes or services for the benefits of society as well as industry.

It is committed to create an engaged atmosphere where start-ups can successfully plan, launch and grow their businesses from conception, enabling them to simultaneously extend into the marketplace and establish brand name by following ethical practices. Under this College provides guidance by the experts to the students and organizes workshops on emerging trends. Students are awarded prizes/trophies for best models. Students are encouraged to visit the industries for Industrial Exposure.

Ecosystem for innovations and has initiatives for creation and transfer of knowledge is very important. B.Y.K. College is also established such ecosystem. It is as follows:

- College has a re-structure programme and under this programme continues evaluation of the students by classroom test, Viva voce, presentation is going on.
- Scholar group is established, under this group various students' oriented activities are going on continuously. From the various class and divisions scholar students are selected. From the different areas experts are called and open discussion for the students, presentation on various topics are organized to enhance the knowledge of students.
- Various kind of competitions are organized for the students specially Poster making competition, Quiz competitions are popular among the students. By this way students are express their ideas, views and opinion on the various topics.
- Eminent entrepreneurs and industrialist are invited every year to share their knowledge, experience to the students. An open forum provided to the students to get the entrepreneurs skills, ideas etc. in the year 2020-21 business iconic personality Mr. Tare, Mr. Somnath Rathi were invited.
- For the overall development of staff members a 'Staff Academy' was established in the college. On the different topics and current issues, guest are invited, sometimes among the staff members share their ideas, opinion on current issues. In the year 2020-21 New Education Policy, Role of Teachers such topics are discussed on this platform.
- Techno Mahotsav organized every year. The purpose of Techno Mahotsav is to provide the platform to the students for technological ideas, innovations. This Mahotsav very popular especially among the computer subject's students. Various kind of software ideas, knowledge are shared by the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

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

03



File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

02

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

##### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

33

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

##### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

03

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

#### Response:

The college organizes a number of extension activities to promote institute-neighbourhood under which students and staff participate voluntarily in community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. Various awareness programs, workshops, rallies and road shows with themes like cleanliness, green environment & tree plantation, gender sensitization, traffic rule awareness, demonetization and digital payment, and empowerment of girls and women; and help acid-attack survivors are organized. Continuous voluntary activities by students to maintain cleanliness in and around the Campus, create awareness about the role of clean environment in human health and contribute to the National Swachh Bharat Abhiyan. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community.

NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness, tree plantation, water conservation, Shramdan, Social interaction, Group discussion, Patha Natya for awareness on various social issues like eradication of superstition, Beti Bacho Beti Padhao, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Health check up camp, etc. NSS successfully completed and won the prize in Spit free movement.

The NCC unit of the college comes under 11MAh.BN.NCC Nashik. It aims at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of

self service. The NCC unit of the college organizes various extension activities as Yoga Day, tree plantation, Road safety awareness, Save fuel save country programme, Swachhta Abhiyan, National equality awareness and also organizes quiz. NCC help the students to prepare for B and C Certificate and inspire to serve our nation.

Other than NSS and NCC units, the various departments of the college like Vidyarthinimanch, women empowerment cell and students council are conscious about their responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety, Tree Plantation, legal awareness programme, Plastic eradication, No vehicle day, Savitri Utsav, organizing Urmi Exhibition, visit to Orphanages and NAB, Voters awareness, Health check -up camps, Dental checkup camp, etc.

The other extension activities are as follows:

- Mask Distribution campaign: In the Covid situation mask is important shield to fight against the Covid 19. Around us if anyone find out without mask then students distribute them a mask. Mask distribution at Market place, Holy River Godavari area where pilgrims are generally came.
- Ek Haat Madaticha ( One Hand Help ) at college level such kind of activity are organized at particular place from the teachers, students and staff members some items are collected and distribute among the Aadhar Ashram ( Orphan Home) instead of cash items are collected. Last year glossary item were collected but for the year 2020-21 Stationary item are collected and distribute to Orphan Childers, it is indirectly help in their education purpose.
- Spit free society, by this activity college students participate spit free society and create awareness among the society members about the loss by spit spreading, its awareness given to the society that how spit free society become healthy and clean.
- Street Play, a social message is given by the street play. For the year 2020-21 the team of the street play was fight against Covid 19.

All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self confidence of students. It also helped in cultivating hidden personality of students and created awareness among students

and develop their holistic personality.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

03

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

18

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

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

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

1029

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration**

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

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

05

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

10

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

#### Response:

The college has adequate physical and academic facilities required as per University Grant Commission guidelines to run the different programs. The college campus area is 11920.84 Sq.M, on which building construction is 7258.84 Sq. M. The various departments in Commerce and Management are located in the separate blocks. The Classrooms, Laboratories and Seminar Halls are well equipped along with computing system and Internet facility. Besides the building, the college has spacious playground for sports activities. The college has cultivated an atmosphere providing the importance to Extra Curricular and support services organized by departments of National Service Scheme and National Cadet Cops.

The college has provided easily identifiable ramp to accommodate wheel chair user. The institute ensures that the infrastructure facility also meets the requirements of the students with physical disabilities. Water Purifiers are installed to provide filtered water. Sanitizer stands are installed as per Covid-19 norms in college campus and college was sanitized regularly.

The college campus is under constant 24 Hrs CCTV surveillance maintenance. There are established Systems and procedures for maintaining the physical academic and support facilities. Maintenance of classroom is done regularly by support staff and the electrician cleaning of the Laboratories is regularly done by the attendants. Software installation and updating of operating system is done by the teachers Laboratory assistants. Major Hardware repairing of the machines is outsourced.

The College has a lush green campus with number of trees along with rain water harvesting scheme. The college campus is maintained with clean and neat atmosphere. A spacious garden with pavements and pavers in the campus is developed for students' service. 'Eco-Friendly Open Air Stage' is an initiative to provide the importance of Nature in the process of teaching and learning, cultivated in the campus. The college is well-equipped with the physical and technology-enabled infrastructure that supports to run smoothly the existing academic programmes and administration.

- Well-furnished 45 classrooms.
- 06 ICT enabled classrooms.
- 03 ICT enabled laboratories.
- Spacious seating arrangements with the qualitative furniture.
- Cleanliness, light and ventilation facilities are maintained in the classroom and laboratories. Black Boards and White Boards are available in the classrooms.
- A well-furnished computerized administrative office along with ICT enable cabin of the Principal.
- Well ventilated Seminar Hall with ICT facilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

#### Health and physical education

The facilities available for sports ,gymnasium , games (indoor,outdoor), yoga and cultural activities are more than adequate and the same is being evident by large number of participation by the students and their achievements in term of winning medals, trophy and awards in these categories.

- The norms and procedures prescribed by the sports authorities of india (sai), as well as various sports and games federation of india are practiced in latter and spirit to organize quality tournaments and sports events.
- Some of the major sports facility available are furnished in the following table..

Gymkhana Senior Office

30'\*30'

Gymnasium

30'\*30'

Changing/ Store room

15'\*14'

Flag Hoisting Stage

35'\*20'

Ground

5 Acres

Passage In front of Kusumagraj Hall

89'\*44'

Kusumagraj Hall

54'\*51'

Kusumagraj Hall porch

73'\*13'

o

o

Area

1.

International standard Cricketground with (3) turf wickets

22 yard

1.



Football ground

90-45 m

1.

Volleyball court

18-9 m

1.

Fitness center with full equipments

30-30 feets

1.

Kabaddi

13-10 m

1.

Basketball court

84-50 feets

1.

Handball

40-20 m

1.

Multi porpose hall there is commen activities like

1.

1.

Table tennis hall

30-30 feets

1.

Badminton court (woodan)

1.

1.

Yoga hall (dhekany hall)

1.

1.

Chess and carrom

30-30 feets

Gymnasium facilities -

Sr.No

Gym facility

Area

1

3 cycle

30-30 feets

2

1 treadmill

30-30 feets

3

Gym station

30-30 feets

4

Weight lifting equipments

30-30 feets

- Faculty----
- Director of physical education - 01
- Physical education instructor - 01

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

07

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

1553013

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

B.Y. K College Library is one of the oldest library in Nashik. It spreads in an area of 3806 sq ft. The library is located in a separate two storied building with situated near the main block. The collection includes more than 108921 books, 17 journals, 19 magazines, 1705 CD's, Video cassettes 46 Audio cassettes 40, Thesis 51, New Paper 12 volumes. During the last five years (2016 to 2021): 107060 books were bought. The collection of books include documents covering a wide range of subjects from Commerce, English literature, Management, Competitive Exams, Personality Development, Research, Mental and Physical Health, Yoga, Hindi, Marathi etc. The library is automated, and has a spacious reading hall and reference section.

The library is automated with integrated library management software SOUL 2.0 (Software for University Libraries) of INFLIBNET. The various housekeeping activities of the library such as data entry, issue and return and renewal of books, member logins etc are done through the software. The reading and reference section is provided with separate space. The Books are classified according to Dewey decimal classification. OPAC (Online public access catalogue) service is also provided where the users can search the collection of books by title, author, publisher etc. The books are being bar coded and the users are given unique barcode ID. Apart from the printed books the library is having access to e-resources of N list which is a part of INFLIBNET, where the users are given awareness and made to access browse and download e books, e journals, databases etc. The new books are displayed on the display stand. User orientation is provided if requested at the beginning of the year regarding the various facilities services and resources available in the library. The library provides internet and photo copy service. The Internet room is provided with 12 systems with 30 Mbps. For Enhancing security closed circuit cameras have been installed. Fire safety units are also available. The Library is

provided with Wi-fi facility.

B.Y.K. College Library uses Software for Libraries (SOUL) as integrated Library Management Software.

Details of SOUL:

1) Name of Integrated Library Management System: SOUL

2) Nature: Partially

3) Version: SOUL 2.0

4) Year of Automation: 2018

This ILMS is developed by INFLIBMET Centre.

This is user friendly software caters maximum requirements of users and Library staff Members.

SOUL 2.0 version is user friendly for automation purpose.

It supports for UNICODE Multilingual support useful for regional language books.

Client server based architecture users friendly interface is easy to adopt.

It provides freedom to users to generate reports as per their requirements.

The SOUL 2.0 consists of the various modules each module is further divided into sub-modules main areas are Acquisition, Catalogue, Circulation, OPAC Serials control and Administration.

Barcodes are generated which facilitates easy circulation work various reports can be generated as per the requirements.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

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

C. Any 2 of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

**7,10,328**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

**125**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

##### Computer Labs with Latest Softwares:

With the increasing demand for internet access in college and due to online teaching evolving standard of education and flexibility offered by the Internet - colleges is keenly stepping forward to setup secured and stable wired or Wi-Fi network for teachers and staff. To facilitate online meeting with teachers and students e-platforms like Zoom meeting and Google meet were used to avoid personal meetings to adhere social distancing. With the help of Zoom meet various webinars and guest lecturers for the students were organized. With the help of Google classrooms assignments were collected and internal tests were conducted. Google meet extension was added for maintaining attendance of students. E-certificates were provided to motivate students who participated in different activities and webinars.

Computer lab is well-equipped with branded PC's adequately supported by 30 Mbps dual mode as Wifi and wired network lines for internet connectivity. It is also equipped with a wide range of licensed system software and application software. The entire campus is connected with LAN. Computer labs are well connected to the internet help students and faculty to carry out their academic work. Lab assistants are available to support students and faculty in their queries. The institute has total 100 computers and 04 Laptops with a suitable configuration are available.

LAN facility: 3-Layer Switching (Core, Distributed and Access) model is implemented. Core layer switches in the buildings are connected with the Optical Fiber Ring Network. This core switching is further extended to Distributed Switching for departments. Where 100/1000 Mbps (Switches) are installed. As per the requirements of access point 10/100 (Megabits) or 100/1000 (Switches) are used.

Wi-Fi facility: IT department extend the complete support to the students. It is made available by setting and installing the Wi-Fi zones at various locations such as Computer Department corridors,

Commerce Lab and Computer Department. Staff and Students can access this facility on their Laptops by providing password to enrolled students.

Intercom Facility: The campus is well connected with a well planned Telecom Network with intercom facilities is provided. Four additional BSNL land line connections are available.

Intranet, Internet, learning Platforms, computers -

Sr

No

Details

Number

1

PCs exclusively available to students:

45

2

PCs available in Library:

12

3

PCs available in Sr.Administrative Office:

13

4

PCs available to Faculty Members:

9

5

Number of PCs in language lab:



5

6

Number of PCs in Research Cell

2

7

PCs available in Jr.Administrative Office:

4

8

Number of PCs in Exam Control Room

4

9

Number of PCs in Class rooms

5

10

Number of PCs in Seminar Hall

3

11

Laptop

4

Sr No

Details

Number

1

Internet Bandwidth in Mbps:

30 Mbps

2

Internet Connection

72 units

3

Printers available

23

4

TV

1

5

LCD Projectors

7

6

Handycam

1

7

camera

1

8

**Sound System**

2

9

**Cordless Mike**

2

10

**Biometric machine**

1

11

**Scanner**

5

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.3.2 - Number of Computers**

109

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution**

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

1553013

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities such as laboratory, gymkhana, computer, classroom etc in the institute. The maintenance of physical, academic and support facilities are carried out by the respective departments with the help of in house staff on daily basis and periodically. And care has been taken to keep the equipments, machine etc in working condition. In case of breakdowns standard procedure is followed to bring the equipment/machine in working condition. A supervisor is appointed to monitor and maintain the physical facilities and Housekeeping. A brief description is presented below on maintenance and utilization of some facilities.

Laboratories (Computer Department): Laboratory has one teacher as lab in- charge and attendant. Lab in-charge is responsible to maintain and upgrade the laboratory with necessary equipments from time to time to cope with change in the syllabus. Stock Verification

is carried out to verify working/nonworking/missing equipments etc. Preventive maintenance and performance monitoring is carried out through annual maintenance contract given to Hi Tech Pvt Ltd. Lab In-charge keeps the record of utilization of equipments, computers and other required material.

**Library:** Librarian with supporting staff has been appointed to maintain central library. They focus on the availability and utilization of instructional material in teaching and learning process. At end of the Academic year stock verification is done. Librarian will prepare the report on the same and utilization of books by the students and staff. Procurement of books as per the requirement is initiated through library committee by inviting the requirement of books from various departments this is then processed.

**Gymkhana:** Physical Director of the institute looks after the sports facilities and the activities. The sports equipments are issued to the students as per the schedule of the events. If any equipments get faulty sport director submits proposal for maintenance. Preventive maintenance measures are taken in time. Sport director is responsible for keeping the record of utilization of sport Facilities, activities held, and awards for the students etc.

**Class Rooms:** Class rooms are allocated to all departments along with necessary ICT tools. The class rooms are utilized as per the time table of the department. The class rooms are cleaned on daily basis monitored by institute supervisor. Head of the institute, HODs and Class teachers also monitor the cleanliness and ensure that the cleanliness is maintained in the class rooms.

**IT facilities:** All departments in the institute are having PCs, essential software and peripherals. The laboratory technicians and system administrator maintain the IT facilities in the institute. In case of major issues of maintenance vendors Hi tech Computers Pvt. Ltd. are hired for maintenance of IT facilities.

**Electrical, Drinking water coolers, etc.:** Institute has employed technicians (electrician and plumber) for up keeping and maintenance of electrical and water drinking facility. Institute has also appointed housekeeping staff to maintain the gardens.

**CCTV, Security and Fire extinguisher etc:** To maintain internet connectivity and CCTV security system, network and system administration team is appointed. LCD projectors, EPBX system, air conditioners are maintained with the help of external agencies.

Security staff including ladies guards under a security supervisor is employed to safe guard the whole premises. Fire extinguisher systems was installed in the college according to the requirement and was maintained with the help of external agencies and was installed.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

751

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

19

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**B. 3 of the above**

File Description	Documents
Link to Institutional website	<b>Nil</b>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**81**

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

**81**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**B. Any 3 of the above**

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

124

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

200



File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

98

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

**5.3 - Student Participation and Activities**

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

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

4

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

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

Students constitute a major stakeholder in the institutional growth. Utilization of the support and ideas of the students is the paramount requirement for the prosperity and well-being of the College. B.Y.K College of Commerce always strives to build a relation of mutual respect and inculcate a sense of pride amongst the students for their own institute.

#### Student Council

College has a Students' Council, which is constituted with the students of all years of the college and the council act as three different bodies

- (1) Student Academic Council,
- (2) Vidyarthini Manch
- (3) Women's Empowerment Cell
- (4) Cultural Cell

The Chairperson of Students council is the Principal of the college followed by Executive Chairman, and two Vice Chairman's. There are eight members from Grant and two from Non Grant division of the college the Vice Principals and College Coordinator act as Advisors along with Student Representatives and one Ladies Representative. The members of the Council participate in brain storming sessions and formal meetings called for formulating strategies for the overall curricular, co-curricular and extra-curricular development of the students.

**Anti-Ragging committee:** Nomination of student and parents, representative of Social working Group and Media along with Police and members and Advisors of college work as members of Anti-Ragging committee. It promotes an ambience conducive for the Institute to be a ragging-free campus. Ladies Representative facilitates to investigation into the information against the complaints launched, if any.

**Social and Cultural Council:** promotes and encourages the involvement of students in organizing various sports, social initiatives and community outreach programmes and recreational activities of the college in coordination with faculty mentors like Annual Sports, Cultural Fest, Freshers' Welcome, Farewell, etc.

**NSS:** Institute has set up NSS to sensitize students towards societal issues and community services, activities of which is mainly carried out by the students.

**Alumni Association:** Alumni Association is in place to strengthen the relationship amongst alumni.

**Class Representatives:** All classes have one student designated as class representatives. They are responsible for representing any issues related to academics/non-academics to concerned HoDs/Class teacher. Principal interacts with class representatives at-least once during the semester.

**Sports Committee:** Students have strong representations in sports committee. They help in organization and management of sports. One of the mega sports events organised by the college is Interstate T-20Cricket tournament.

**Placement Committee:** Student members are important components in placement activities. Student members are being involved for coordinating the activities during placement drives at campus.

**IQAC Committee:** The principal is the Chairman of the committee followed with Management representative and IQAC coordinator, seven criterion heads along with advisors one student representative.

**Voters Awareness campaign:** The college has nominated Students representative under Voters Awareness campaign.

**Vishakha Smiti:** The college has nominated a girl representative under Vishakha Samiti.

**Grievance Redressal Cell: Two students are nominated under Grievance Redressal Cell one girl student and one boy student.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

02

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

### 5.4 - Alumni Engagement

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

Alumni Association of B.Y.K College of Commerce is as old as the college. Alumni association jointly believes in creating and maintaining association with its alumni. The Alumni Association provides an interface for establishing a link between the alumni, staff, and students of the institute. B.Y.K Alumni are currently working at various positions all over the globe and are proving their mettle in all spheres of management. The Alumni Association Contribution through various means.

1. Book Donation: Contribution by donating Books.

2. Alumni Interaction: Alumni of College gives inputs to aspiring

Entrepreneurs and Commerce professionals. They are invited as resource persons at various events, guest lectures and panel discussions. They provide inputs and share their experiences regarding skills, recent technologies & trends in corporate world, application of knowledge and corporate working culture.

3. Placement & Career Guidance Assistance: Alumni are working in organizations at various capacities. They keep the faculties and the placement officer abreast about the available job opportunities. They assist and guide the students to crack the interviews. They also share their experience with the students and motivate them for their career development in various domains.

4. Campus recruiters: Alumni visits campus as recruiters for their companies and also recommend and promote B.Y.K College of Commerce to their employers for campus placements.

5. Project Opportunities: Project being a part of the curriculum; Alumni provide innumerable opportunities in various companies to the students.

6. Entrepreneurship Awareness: Our Alumni has established startups in different sectors, many of them are first generation entrepreneurs. They decided to become entrepreneurs during their academic span at College. They enlighten the students with their success stories and challenges faced.

7. Alumni Meet: The College has a tradition of celebrating for Annual Alumni Meet "Paul Khuna" in the month of March. In this meet the alumni gets a chance to reconnect with the Alma mater and old friends. This is the best platform for networking and sharing new trends and current happenings in the corporate world. These inputs are helpful to academicians for moulding the aspiring students.

8. Promoting Institute Events: Alumni associates with various events conducted at college. One of the mega events at B.Y.K College of College "Annual Social Gathering" is a flagship sports event which is getting much more popular year after year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	
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File Description	Documents
Upload any additional information	<a href="#">View File</a>

**GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 - Institutional Vision and Leadership**

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

**A) Vision Statement:**

"Our quest is to develop managers and entrepreneurs for tomorrow, possessing managerial skills, acumen and passion to lead their organization to compete in the global environment and emerge as responsible corporate citizens."

**Mission Statement:**

"Building an entrepreneurial culture through innovative value-based quality commerce education."

Which means to provide a holistic development of the students and enabling environment of study to students hailing from diverse demography's. To consistently upgrade its teaching-learning policy, methods and apparatus so as to be able to deliver its core services in a relevant and up-to-date manner. To incorporate value based vocational and technical courses in the field of Commerce. To continue to enhance its extension activities and outreach programmes.

**B. Nature of Governance:**

The institution follows a democratic and participatory mode of governance in its administration. The Secretary delegates authority to the and Principal who, in turn share it with the different levels of functionaries in the college. The Heads of Departments, the heads of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementing the same.

**C. Perspective/Strategic Plan:**

For fulfillment of mission the institution has a Perspective/Strategic Plan in place to help it develop in a systematic, well-thought-out and phased manner.

1. Promoting the use of technology to overcome the barrier bridge between theoretical and practical knowledge.
2. Continual development in line with the vision. Promoting research based programmes and events.
3. Collaboration policy by involving stake holders and professionals for fulfillment of our vision and mission.
4. We provide value embedded technical education for all-round development of students.
5. To motivate faculty and students for higher education and research.
6. To strengthen the institute through network of industry, academic and alumni

#### D. Participation of Teachers in Decision-Making Bodies.

Teachers discharge an important role in implementing the vision and mission of the college and play a proactive part in the decision-making process. Heads of Departments enjoy considerable administrative and academic autonomy in running their disciplinary units. Teachers support the institutional policy through the Staff Academy, through their committee members of the college. Besides, teachers are members of the various committees that are instituted for the day-to-day functioning of the college. Some of these committees are the Examination Committee, the Admission Committee, the Restructured Courses & Vocational Courses Committee, the Library Committee, the Seminar and Research Committee etc. Teachers, through their agency and autonomous interaction on these bodies are able to contribute in a significant way to the participatory ethos of the institution. They determine admission criteria, examination modalities, journal themes, library practices, various teaching learning innovations and other academic priorities. Additionally, teachers discharge an energetically pervasive role as motivators and spearheads of cultural and socially conscious activities in the institution by steering the NSS unit, the Cultural Event / Function Organizing Committee the Women empowerment Cell, the Scholar Group, the Mentor Mentee Activity Committee and many more.

File Description	Documents
Paste link for additional information	<a href="https://www.bykcollege.com/">https://www.bykcollege.com/</a>
Upload any additional information	<a href="#">View File</a>

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

The institution practices decentralization and participatory management in keeping with its belief in collective leadership and democratic traditions.

#### Decentralization management

The Institute supports a trend of decentralized governance system with proper well defined inter-relationships. The management of the institute has main two basic committees, College Development Committee (CDC) and Central Planning & Co-Ordination Committee (CPCO). Regular meetings of these committees are held for the effective and smooth functioning of the institute. There are three levels of administrative structure under which all the activities of the institute are carried out.

**Society level** - The Central Co-ordination Committee works under Gokhale Education Society helps in the smooth running of college.

**Institute level** - The College follows all the guidelines provided by the Savitribai Phule Pune University. The main decisions related to the institute are taken by the Principal in consultations with the Head of departments. Principal is the academic and administrative head of the Institute.

**Department level** - The Department Heads are responsible for to take care of day-to-day administration of the department and report to the Principal. In addition, any institute staff member can give suggestions and idea for improvement. Students also participate through different formal and informal feedback mechanisms. Suggestion box is kept in college for suggestions from students. Student Development/Welfare Committee is approachable and accept all suggestions.

#### Case Study 1 :

Complete Academic freedom has been given to the department. Head of



the Department are given powers to take independent decisions regarding all academic matters right from curriculum design, syllabus formation and Teaching - Learning and evaluation processes.

Introduce new teaching methodologies and have their own teaching set up, organize industrial visits , design, organize tall workshop , workshop on statistics, and set up practical training in case of computer subject.

#### Participative Management

The institute always promotes the culture of participative management by involving staff and students in various activities. All decisions of the institution are governed by management. The students and faculties are allowed expressing themselves for any suggestions to improve the excellence in any aspect of the Institute.

1. Strategic Level : The Principal, HODs, and staff members are involved to defining the policies and procedures, making guidelines and rules/regulations pertaining to admission, placement, discipline, grievance, counseling, training & development, and library services etc. Staff members are also involved in deciding academic activities and examinations to be conducted in institute.

2. Functional Level : At functional level the faculty members participate in sharing the knowledge by discussing on latest trends/technology during staff academy programs.

3. Operational level: The Principal of the institution is a chairman of the Quality Management System(ISO 9001:2015). The QMS plans the overall activities of the college for the academic year and monitors the execution of the set plan. All the staff members actively participate in implementing the policies, procedures, and framework designed by the QMS in order to maintain and achieve the quality standards and achieve vision and mission of the institution. Office staff is involved in executing day to day support services for students and faculties.

#### Case Study 2 :

Admission Committee Objective: Selection of students to different courses. Establish transparency in the admission process and follow Government norms. A senior faculty will be nominated as the In-charge of admission committee. Faculty from different departments and clerical staff from the Administrative Office and Accounts

Section will be co-opted as members to complete the admission process. The fee structure will be formulated for different courses and would be propagated to the society for formal approval. The fee structure will be formulated based on the government defined fee structure and the previous year fee structure. The accounts in charge will generate the formal fee structure. This will be sent to the society for its approval. Once the approval is obtained the committee is free to function. The responsibilities of the admission committee are the following.

1. Draw time schedules for different merit lists and the last dates for admissions thereon.
2. Display the availability of seats for subsequent merit lists  
Display the fee structure.
3. Prepare the merit list as per the norms of Savitribai Phule Pune University.
4. Coordinate with the Management, Principal, Staff and the Parents.
5. Verify the credentials and provide admit note on the application form.
6. Prepare the student data base as and when the admission is completed.
7. Prepare the admission statistics on daily basis and propagate to the management for information.
8. Prepare a list of admitted students along with fees details and paid challans. This needs to be sent to the management on the next day morning for verification by the management and tallying the day to day bank statement for reconciliation on daily basis.
9. Address all Grievances of the applicants and parents if any.
10. Ensure the smooth admission process without causing inordinate time delays.

The Principal oversees the functioning of the admission process.

File Description	Documents
Paste link for additional information	<a href="https://www.admission.byk.college.com">https://www.admission.byk.college.com</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**Response:**

Effective strategic planning requires identifying and implementing strategies that will take B.Y.K College of Commerce to a sparkling Centennial future. The College envisions being a Centre of Academic Excellence, transforming the students into intellectual leaders through holistic education, making them socially responsive members in a changing technology-driven world. The College prepared a dynamic Strategic plan which translates shared vision into team successes while aiming at clearly formulated goals through joint consultative exercises.

The strategic plan is grouped under three major headings viz., Institution, Faculty, Students are presented below

**Institution**

1. To focus on strengthening the teaching learning process by providing teachers training and conducting faculty development programs.
2. To sign MOUs with industry partners to bridge the industry academia gap.
3. To enhance the use of E-Governance.
4. To contribute to the betterment of society through extension activities.
5. To facilitate a separate examination set up for smooth running of exam.

**Faculty**

1. To encourage faculty to upgrade their academic qualification and ensure that majority of faculty fulfil the UGC eligibility criteria.
2. To encourage the research activities among faculty and to increase the research publications, books and funding assistance.
3. To emphasize on enhancing the professional skills of the faculty through conduct of programmes, sponsors to attend Faculty Development Programme, Workshop, Industry Immersion etc.,
4. To involve faculty in continuous learning process through registering for online courses.
5. To nurture and recognise outstanding faculty.
6. To strengthen psychological counselling, mentoring system and other teacher support services.

## Students

1. Training students in communication skills, Soft skills etc., for enhancing the employment opportunities.
2. To emphasize on enhancing the professional skills of the students through conduct of Management programs, Workshop, Presentations, Webinars, Industry visits etc.
3. To motivate students to aspire for higher studies.
4. To encourage the research activities among students.
5. To encourage students to participate in inter, intra and national level sports events.
6. To motivate the students to contribute to the needs of the society through extension activities.

Activities showing the deployment of the Strategic Plan.

Activity successfully implemented based on strategic plan  
Establishment of Examination System - Set up of Examination Hall:

Examination is an integral part of any academic system. It indicates performance of the students. As per the existing guidelines of the maternal university, examination in credit and grading system has become a continuous evaluation process that includes internal and external evaluation as well.

With the changing time, the university has heralded revolutionary changes in the exam system from the delivery of question papers to reduce the chances of malpractices.

To meet these challenges, the institution had to set up a CCTV in examination hall with necessary facilities. Being a part of our strategic plan much earlier than the decision of the maternal university, the institution favored to provide special space for examination where exam related work viz. paper setting, printing, assessment, moderation, internal marks entry and results could be conducted smoothly.

## STRATEGY

The institution has decentralized and participative management. The outcome of this approach of the institute was realized in the creation of a sound system for the smooth running of Examination Hall. Since it was a huge activity including teaching and administrative staff, a strategy was unanimously decided. It included:

### 1. Approval from Examination committee

Normally all the major decisions are taken by the Examination committee. The College Examination Officer (CEO) formally put this proposal in the examination related meeting before the Principal which was sanctioned and the CEO was instructed to act upon.

2. Collaboration and Installation of CCTV and separate set up for examination hall.

3. Action Plan: After studying the guidelines from the university and as per the strategic plan of the institution, the following action plan was decided:

- Allotment of space
- Allotment of Furniture
- Installation of CCTV surveillance system
- Installation of Computer Systems
- Internet and telephone facilities

4. Execution : After an extensive survey, separate room on the ground floor of the college building was allotted for examination. The room was to be modified as per the requisition. The separate exam hall came into being in a month.

Outcome:

1. All operations related to examination are exclusively carried out here.
2. It is in accordance with the strategic plan of the institution.
3. The institution meets the guidelines of the maternal university.
4. Transparency has been brought in the conduction of examination.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

**ADMINISTRATIVE SETUP:** With the hands-on experience of the management, the Institutional Management is designed in a scientific way with transparency to get the optimum results out of it. A hierarchical sets up is established from top management to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every stage. It has an effective organizational structure which monitors and improves the institution. The organizational structure of the institution is uploaded.

**Functions of Key Administrative Positions:**

**PRINCIPAL**

- To provide leadership, guidance, help implementation and monitor all the academic activities.
- To decide all the agenda items, co-ordinate the conduct of meetings and arrange to follow-up all actions required.
- To initiate all the developmental activities, monitor the progress and report to the Management.
- To ensure and receive all departmental budgets in the prescribed form for every calendar year & for the next academic year.
- To ensure the preparation of reports on various activities and also the annual report of college.
- To become responsible for the general amenities and arrangements for students and employees of college.

**HEAD OF THE DEPARTMENT**

- Department HOD prepares departmental workload as per the syllabus, Allocation of workload in prescribed formats.
- Coordinate with Library committee, Time Table In-charge, Internal Examination In-charge for smooth class activities and midterm exams.
- Preparation of list of weak students in each class and conduct bridge classes, slip tests if necessary.
- Analysis result to conduct Remedial classes for failure students.

- Ensuring to arrange Guest lectures, workshop & seminars.
- Monitor the departmental issues, prescribed formats, attendance registers, worksheets and mentor/counseling etc

#### COMMITTEES

- Every committee constituted at college level and department level have the faculty member as an In-charge with two or more faculty members as committee members.
- Committee In charge will look after the committee's program and operation.
- Each activity conducted by the committee is as per the procedures laid down by the management.

#### IQAC

- IQAC is responsible for fixing quality parameters for various academic and administrative activities
- Monitoring the organization of class work and related academic activities.
- Conducting Internal Quality Audits periodically to verify the effectiveness of measures taken in reaching the quality parameters.
- Documenting various programs/academic activities leading to quality improvement and reviewing their effectiveness in quality improvement/ sustenance.

#### SERVICE RULES, POLICIES AND PROCEDURES:

The institution has its own service rules, policies and procedures for effective functioning of the institution. All these are available at Principal's office, library, etc.,

#### RECRUITMENT OF FACULTY/SUPPORTING STAFF.

The vacancy of the college according to the workload is submitted to Management. The guidelines of the university are followed by the management during the recruitment of the faculty according to the requirement submitted by the college. Supporting staff are also recruited by the panel consists of HODs, Principal and Chairman.

## PROMOTIONAL POLICIES

- Based on the staff performance appraisal, they are promoted to higher levels.
- Qualification, Eligibility and Salary Structure as per government norms

The college has 37 committees for the effective functioning of the organization. The objectives and functions of the committees are organized as per the guidelines of the head of the institution.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://bykcollege.com/organogram-of-the-institution/">https://bykcollege.com/organogram-of-the-institution/</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

In B.Y.K College of Commerce welfare is given foremost importance. In connection with this, Existing welfare measure for teaching and non-teaching staff are itemized below:



Credit Cooperative Society was established by Gokhale Education Society's Employee and teaching and non teaching staff if BYK College are availing the facility of loan and depositing the amount.

#### I. Welfare measures for teaching staff

1. Employees Provident Fund as per PF rules: All the teachers whether they are ratified or not are given PF benefits right from the day of their joining in the college. This is done as per requirements of the government and keeping in view the financial safety of employees or their dependents. There is a provision for receiving pension monthly and a lump sum based on EPF rules in force. This year the college has paid its contribution for an amount of Rs 322429/- (Rs. 3.22 corrores)

2. Encouraging faculty for doing Ph.D.:To motivate the Non-Grant teachers to do Ph.D. the college immediately increments their salary by 5000/ after they are awarded with Ph.D. degree

3. Medical reimbursement facility is provided to all the teaching staff without any contribution from the employees.

4. Maternity Leave: The women employees are extended the maternity leave as per the service rules of the institution.

5. Faculty members are eligible for Earned Leave, Advances salary for CHB teachers, Non Grant teachers and administrative staff is available.

6. Gratuity for the employees of the institution.

7. The College Gymkhana is accessible for the staff.

8. As Institution has a cultural environment in the campus, the management ensures the celebration of Ganesh festivals together.

9. Sponsorships to attend and present papers in conferences is made available to Grant and Non-Grant Teachers.

10. Internet and free Wi-Fi facilities are also available in campus for staff

11. Teaching and Non-Teaching Staff Club organizes tour, and sports activities for the staff.

12. Faculty members can obtain admission for their wards in college.

13. Women Empowerment Cell is established for creating avenues for women members to flourish and gain momentum.

## II. Welfare measures for non-teaching members

1. Employees Provident Fund as per PF rules

2. Maternity Leave for women

3. Medical reimbursement facility is provided to all the non teaching staff without any contribution from the employees.

4. Free health check-up camps.

5. Free uniforms for class IV employees.

In a nutshell, the Institution strives hard to keep our staff happy and healthy.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

5

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

#### 6.3.3.1 - Total number of professional development /administrative training Programmes

**organized by the institution for teaching and non teaching staff during the year**

5

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

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

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

6

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**Response:**

The institution has performance-based appraisal system for the

assessment of teaching and nonteaching staff. The appraisal report is based on the annual performance of the employees on the basis of their academic, research and other extra- curricular activities.

**Performance appraisal system for teaching staff:**

The teacher, as a person and teacher as performer, is also one of the mandatory assessments for his/her performance is appraised through his/her implementation of innovative methodologies in classroom lectures, seminars, tutorials, course delivery, question paper setting and evaluation, updating of materials etc. Besides, student feedback and pass percentage of the course are also considered. The performance of the faculty is evaluated based on professional contribution to academics, contribution to short term training courses, performing invigilation duties, contribution to College administrative bodies such as college academic council, planning and development committee, NAAC, BOS, etc. Financial support to the faculty is rendered with the motive to enhance or upgrade their knowledge through their participation in conferences, workshops, publications in Scopus indexed journals, book publication, sponsored projects consultancy, research supervision, awards, honors, fellowships etc. The above set performance appraisal report is filled by employee in a given prescribed proforma which includes all the above set related to points and sub points. Filled in the prescribed format is revised by HOD to assess the attitudinal / behavioral / professional aspects of the faculty concerned.

**Performance appraisal system for non- teaching staff:**

A few strategies are observed in appraising non-teaching staff's performance this includes technical contribution of individuals such as subject knowledge, awareness, productivity, quality, innovation willingness to learn, diligence etc. besides they also assess the behavioral aspects like group behavior, acceptability, punctuality etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.4 - Financial Management and Resource Mobilization**

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various

internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institute conducts regular financial audits. The institute has a formal mechanism for internal and external audits. The accounts are regularly audited to ensure financial compliance.

**Internal Audit:** The internal audit is a continuous process. The finance committee and the Qualified Auditors Mr. Ginde from M/S SV Ginde and Company external resources have been appointed and a team of staff under them do a methodical verification on quarterly basis. The team verifies all payments, receipts, vouchers of the cash transactions, ledgers and cash book.

**External Audit:** The external auditor/agency appointed by the college performs audit of the financial statements of the college. The financial records are audited by qualified chartered accountants at the end of each financial year. The financial records are certified i.e., income and expenditures, balance sheet and prepared notes to accounts are certified. The Institution publishes audited financial statements on the institution's website as information for the concerned people.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

Nil

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

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

Sources of funds are as follows:

1. Fees: Fees charged as per the university and government norms from students of various granted and self financed courses.

2. Salary Grant: The College receives salary grant from the State Government. For this, we prepare and send an annual budget of the estimated salary grant required to the state government. This grant includes salaries of the Full Time Permanent teachers and nonteaching staff as well as clock hour basis teachers working on granted posts.

3. UGC Grants: Our College is under 2F and 12B as per UGC Act and Permanent Affiliation of the University. So we receive grants from the UGC for the development and maintenance of Infrastructure, upgrade of the Learning Resources and Research (including grants for Minor and Major Research Projects).

Our resource mobilization policy and procedures are as follows:

1. The institution set up a UGC Committees per the directions of the UGC given in the XII Plan.

2. The College UGC Committee, in close coordination with the CDC and the IQAC, monitors the mobilization of funds and makes sure that the funds are spent for the purpose for which they have been allocated.

3. The Purchase Committee takes care that purchases are done properly and in accordance with the rules.

4. The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings.

5. Regular internal audits from the Chartered Accountant and external audits from the government make sure that the mobilization of the resources is being done properly .

6. The Infrastructure committee looks after the proper utilization of classrooms and laboratories.

7. The Library Advisory Committee takes care that the resources in library are utilized optimally.

8. Our Computer Laboratory is maintained by department of Computers..

9. Campus cleanness and its utilization is monitored by the Campus Cleanliness and Infrastructure Committee.

9. To ensure the optimum utilization of resources, the Principal issues directions.

10. The process of getting an amount sanctioned is by vouchers which are first sanctioned and signed by the principal and then by the finance registrar.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

### 1) Feedback System

IQAC has developed an online form for student feedback to gather information from the students about the courses of their study, their objectives, relevance, availability of learning resources, teaching methodology and so on. This online feedback system has been introduced and implemented as a quality initiative and a way to make student feedback system more effective and efficient, as it involves all the students of the college to assess and improve the curriculum of the programmes of study, and quality of teaching and learning in the college. The students' feedback is provided to all the teachers, so that they bring improvement in their teaching and strengthen it. Nevertheless, the students' identity remains concealed from the teachers.

The feedback form remains available on the college Website which is accessible to students to provide feedback on every course that they pursued in any programme at the end of each semester before they take their semester examinations. The entire system has been developed and implemented by IQAC and maintained by College Development Committee. The feedback system has been implemented with the 2019 academic year and the report has been conveyed to all the concerned for reflection and improvement.

2) Academic Audit through IQAC:

The college takes academic audit of each department and various committees every year through IQAC to increase and maintain the quality of education. Academic Audit Committee is set up for this purpose. At the beginning of academic session, the committee collects academic plan including publication, extension activity, collaboration, innovative and best practices, assignment, ICT based activity, students competition, seminar and workshop supposed to organize for better performance. The Committee evaluated plan submitted by the departments and committees, twice in an academic session to review their academic progress. The report of the committee is submitted to the IQAC and the same is put in the College Development Committee for discussion, suggestion and approval. Due to implementation of such academic audit, it is found out that all departments and committees have been constantly improving their curricular, co-curricular and extra co curricular performances.

File Description	Documents
Paste link for additional information	<a href="https://docs.google.com/forms/d/e/1FAIpQLSdG MaQXLDBDpv9B7xbXjtYIG691CNGeXchOaDNO_s-JQZJiSQ/viewform?usp=sf_link">https://docs.google.com/forms/d/e/1FAIpQLSdG MaQXLDBDpv9B7xbXjtYIG691CNGeXchOaDNO_s-JQZJiSQ/viewform?usp=sf_link</a>
Upload any additional information	<a href="#">View File</a>

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

After establishing the IQAC in the college in the year 2004 the college started working towards quality education and inculcating quality culture among the students and staff more rigorously. The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The IQAC has contributed towards institutionalizing the quality assurance strategies and developed various processes as follows:

IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes:



1. **Academic Calendar:** Based on the University Academic Calendar the Institute schedules the academic calendar well in advance at the start of the year with ample time frame for not only the regular teaching-learning process but also to accommodate the various events like seminar/ guest lecture/ workshops/ FDP's/ and many more.
2. The standard methods of teaching, learning, and evaluation which are proven over the years are being followed.

**Preparation of teaching plan for each Semester:** The teaching plan is prepared by the faculty members for all the subjects they teach in that particular semester. Enriching the curriculum with guest lectures, industrial visits, and Internships

**Evaluation of teachers by students:** The institution has a feedback system to evaluate the teachers by students. The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, difficulties faced in the subject give a clear idea about the problems faced by the students. IQAC and HOD's monitor the feedback system and ask the concern teachers to take appropriate corrective actions.

**Student learning outcomes:** The institute monitors the performance of the students regularly. It has specified procedure to collect and analyze data on student learning outcomes; the following points are adopted by the institute in this context:

1. Regular class tests and interactions with students
2. Semester system of examination for all courses.
3. Providing Question bank of various subjects to the students.
4. Providing Lecture notes through Google classrooms
5. Conducting Presentations and oral exams.
6. Extra classes for weak students to solve their problems.

**Effective internal examination and evaluation systems:** Institute maintains continuous effective internal examination and evaluation system.

**Students' result analysis:** Institute has the provision of analysis of students' performance after the announcement of their semester results.

The major initiatives taken over the last five years include the following:

- Introduction of regular Home Assignments

- Automation of Admission Processes - Provision for online fee payment
- Automation of Examination Processes
- Curriculum Development Workshops in many subjects
- Green initiatives in Campus - tree plantation, solar power plants, motivate to use e-vehicles etc.
- MoUs with prestigious organizations.

File Description	Documents
Paste link for additional information	<a href="https://bykcollege.com">https://bykcollege.com</a>
Upload any additional information	No File Uploaded

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

The Education 2030 Agenda of UNESCO recognizes that gender equality requires an approach that 'ensures that girls and boys, women and men not only gain access to and complete education cycles, but are empowered equally in and through education.' The College has an Independent cell which is known as 'Vidyarthini Manch and Women Empowerment Cell' through which the college organises various programmes.

The 'Vidyarthini Manch and Women Empowerment Cell' has signed the Memorandum of Association (MOU) with Rotary Club of India Nashik Branch to organise various programmes and to provide required guidance and help to the college students basically girls students of the college. The 'Mukta Chintan Competition' was organised on 14th January. This competition is a platform for the girls students to think and interact with the students and teachers on the Socio-Economic issues. 'Kavya Vachan' and 'Natya Abhivachan' Competitions were also held for the girls during the period 14th January-28th January 2021. 'Matrugaurav' a programme specially for the mothers of the girl students was organised on 5th February where mothers of girls attended it with online mode. Girl students were also participated in various competition which were specially organised for girls. 'Patang Mahotsav' which was held by Women Empowerment Cell at HAL College of Science & Commerce, Ozar on 15th January, 2021 where Tejashree Sambre got first prize and Tirtha Joshi secured second prize in 'Poetry Competition'.

In the same event, A 'Slogan Competition' was held in which Nandini Dudhkar received first prize and Rasika Kothawade received second prize. Madhura Gholap actively participated and shared her views in the programme. 'Yuvakanand' dedicated to the thoughts of Swami Vivekanand which was broadcast on DD Sahyadri channel on the 12th and 13th of January, 2021. The College has National Cadet Corps (NCC) Unit which has 33% reservation for the girls while enrolling the Cadets. The girls quota is 100 % utilised by the college and enrolled 33 Girl Cadets in the Academic Year 2020-21.

File Description	Documents
Annual gender sensitization action plan	<a href="https://docs.google.com/document/d/1U8DSkF4s7Ld3hr7LHPBCOHSepFZO8Lib/edit?usp=sharing&amp;ouid=107548617903940235246&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1U8DSkF4s7Ld3hr7LHPBCOHSepFZO8Lib/edit?usp=sharing&amp;ouid=107548617903940235246&amp;rtpof=true&amp;sd=true</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://docs.google.com/document/d/1Rez-7M9iyBuYfU_drqluvGRAasANdIch/edit?usp=sharing&amp;ouid=107548617903940235246&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1Rez-7M9iyBuYfU_drqluvGRAasANdIch/edit?usp=sharing&amp;ouid=107548617903940235246&amp;rtpof=true&amp;sd=true</a>

<b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</b>	<b>A. 4 or All of the above</b>
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File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Inspired by Swachh Bharath, a flagship initiative of the Government of India, the college took several initiatives to properly dispose of waste and maintain an eco-friendly environment in and around the campus. Appropriate labeling is used on all kinds of bins to help users discard various type of waste avoiding manual segregation

**Solid waste management:**

Institute practises the segregation of Solid Waste and its effective management in the campus. The collected waste is segregated at the source of the generation. The waste bins are placed separately for dry and wet waste at every corner of the corridor, wash rooms and common room. The dry waste bins are also placed in library, classrooms, etc. The dry and wet waste is handed over to the municipal waste collection agency for further treatment.

**Liquid Waste Management:**

The liquid waste generated from the campus goes directly to the drainage system created in the vicinity of the institute. As well as we use enzyme based bacterial treatment tablets in washrooms to keep washrooms neat and clean.

**E-waste:**

The Institute has MOU for Collecting and Disposing-waste generated on campus. MOU has been made with suppliers of Computers and electronics materials, in MOU it has been mutually agreed to give collected e-waste with non-profit.

**Waste recycling system:**

Waste recycling system is common for all the colleges of the Gokhale education society's campus. Its installed in the society's premises . The degradable waste is recycled and reused as manure for plants.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

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

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5.**

**B. Any 3 of the above**

**Provision for enquiry and information :  
Human assistance, reader, scribe, soft copies of  
reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution was established in 1957 to impart quality commerce education to the students who comes from the different diversified sections of the society. Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, communal, socioeconomic and other diversities. Various Cultural activities and competitions are held in the college to promote inclusive environment of the college. The 'Traditional Day' is celebrated in College gathering which is organised in the month of January/February every year where students wears the cloths of various regions of the India to promote the National Integration. The NCC and NSS department also organises various activities through which the objective of inclusive environment are achieved every year. The International Yoga Day, National Voters Day, World Environment Day, Kargil Memorial Day, International Youth Day, Jagtik Marathi Bhasha Din along with many regional festivals like 'Ganesh Chaturthi' (Ganpati Utsav) are celebrated in the college. There are different grievance redressal cells in the institute like Student Grievance Redressal Cell, Cast based discrimination cell, Antisexual Harrasement cell, Vishkha Samitee (women redressal cell) which deal with grievances without considering anyones racial or cultural background. The BBA Course students of the college have started the 'Parivartan Club' through which the institute organises social activities. The activities are Visit to Old Age Home, Visit to NAB (National Association for the Blind), Visit to Orphanage etc conducted during this academic year. The students were also distributed 7000 masks to the poor

people who can't afford it during the pandemic situation.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The college is committed to impart world class citizenship values among the students and the staff members. For the same, the college organises various activities from different platforms. The details are as follows:

NSS department of the college has organized the programme on 'Tobacco free Society'.NSS volunteers also participated in 'Spit Free India Movement' organized by Sambandh Foundation. Our college received 'Golden Award' in this event and Mr. Gandhar Sardeshpande and Mr. Rushikesh Deshpande, the students of the college played role as a leaders for this event.The ``Constitution Day" was celebrated on 26th November 2021 with

taking oath by the volunteers. The college campus cleanliness drive was organized to showcase the importance of cleanliness and to imbibe social values among the students.

NSS department also organized Voter Awareness Day. A lecture on 'Voter's Responsibility and Power of Vote in Democratic Country' on this day. NCC Cadets of the institution participated in online awareness campaign 'Be Vocal About Local' which was initiated by Ministry of Electronics and Information Technology, Government of India in which cadets took the oath 'Be Vocal About Local' and committed themselves to consciously support and promote products that are Made in India.'Fit India Freedom Run ' was organised by the NCC department through which the importance of Fitness as well as the importance of National Integration portrayed in front of the cadets. NCC cadets also participated in an online EBSB (Ek Bharat Sreshth Bharat) camp where cadets of different states of India participated and exchanged their thoughts on unity, nationalism, national integration and developing skill. The EBSB camp is one of the prestigious camps where cadets get to know the essence of India and its culture i.e. "Unity in Diversity".



The college organises a series of lectures on different constitutional values and duties for the staff members. The staff members actively participate in different election duties assigned by the due authorities. The college extends cooperation in creating and appending 'Voters' List'.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://docs.google.com/document/d/1En-RXa3DhGKBFDaqGFnWSaLVJMgBDN2G/edit?usp=sharing&amp;ouid=107548617903940235246&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1En-RXa3DhGKBFDaqGFnWSaLVJMgBDN2G/edit?usp=sharing&amp;ouid=107548617903940235246&amp;rtpof=true&amp;sd=true</a>
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

A. All of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institutions clebrebrates / Organsies various National and International Days in the Academic year as follows-

International Yoga Day-

International Yoga Day is celebrated on 21st June and it was celebrated as per the Protocol of Ministry of Ayush, Government of India. NCC cadets, NSS Volunteers and staff participated in this event.

#### Narional Youth Day

National Youth Day is celebrated on 12th January Every Year. On this day the college commemorate Swami Vivekanand and Rajmata Jijau (Mother of Chhatrapati Shivaji Maharaj). Various online competitions were held on this occasion

#### National Voters Day

National Voters Day is celebrated on 25th January every Year. New Voters registration campaign is organised in the campus to facilitate new voters. The college intimated the concerned authorities for the campaign, the authority responded positively for the campaign.

#### International Environment Day

International Environment Day was celebrated on 5th June. Tree Plantation activity was undertaken by NSS and NCC unit on this day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### Best Practice 1:

**Title of the Practice: Scholar Group Activity.**

## Goal

In an attempt to bridge the above gaps as well as enhance the employability of its graduates, B.Y.K College of Commerce has actively been involved in the design and implementation of Certificate Course in Corporate Communication. The following are the educational objectives and expected outcomes of course:

### Objective:

1. To motivate the scholar students to take up careers in various fields.
2. To enhance the knowledge and soft skills of scholar students by arranging different programmes.
3. To provide opportunity to the scholar students to interact with the various experts in the commerce field.

### Course Outcome:

Students who aim to be executives in leadership positions at all levels will improve their impact and performance through effective and impactful leadership communication through this course.

### The Context

The college has started scholar group activity to provide a platform for brilliant students to enhance their skills and performance in order to be successfully in their field. The members for the group are selected based on their academic performance. Students securing the best grades across all the classes and courses are notified about scholar group activity. To motivate and further nurture the various skills of students, this group is going to be helpful.

The group of scholar students is formed with the consultation and discussion with the students. Various activities are planned accordingly. Under this group various activities like career guidance, seminars, cultural activities, sports activities and interaction with the experts in the commerce field are organised and conducted.

### The Practice

Administering a Scholar Group Activity requires careful consideration of the commerce and management curriculum already

being delivered, the gaps in the curriculum that need to be plugged to make the student industry-ready and the ability of the college to effectively bridge this gap. The following is the procedure adopted by the college to bridge curricular gaps and meet corporate industry requirements:

Review the academic curriculum and identify gaps in the content.

1. Define industry sector requirements and identify soft skill development/training programs to augment student capability.
2. Prepare a clear mapping of the curricular gaps with the proposed course.
3. Identify available infrastructure with the college and propose additional facilities (if any) required.
4. Identify faculty competency available in the college in the proposed area.
5. Anticipated intake, proposed and viability of the programme.

The college has put in a Scholar Group Activity to bridge skill gaps. The programs organized are detailed based on discussions with the concerned industry and the individual delivery modules and its contents are finalized. The lectures and activities are delivered to the students during their course of study at the undergraduate level typically during the beginning of the each semester. By the time they complete their BBA, BBA (IB) BBA(CA) or B.Com course, they receive certification of begin a member of Scholar Group Activity .

#### Problems Encountered and Resources Required

When applied practically, a few gaps exist between the proposed methodology and practical implementation. This is mainly because of the time constraints as timings of each course are different. Hence the need for flexible time slots was evident. To avoid this, measures are taken to anticipate the time constrains so that resources can be not only be well maintained but also managed to enhance the purpose of course.

Apart from this, faculty has to be properly trained to justify the objective of the program by being flexible to the changes in the current trend. Faculty with suitable background is therefore trained by the Staff training academy of the college in advance to be able to handle the training programs.

#### Best Practice-2

1.Title of the Practice :Participative Management

## 2.Goal

To inculcate in faculty members a sense of belongingness and responsibility for the overall development of the college through collaborative and participative management. The faculty is oriented and motivated to plan, organize and implement activities related to a specific institutional requirement such as conduct of examinations, and infrastructural development etc.

## 3.The Context

For the success of any organization, it is imperative that all its employees feel a sense of belongingness and learn to take responsibility for the effective functioning of the organization. In most organizations, employees are given a set of responsibilities and expected to execute them to some degree of conformance. They generally do not have much of a say in the overall integration of these responsibilities to the development of the organization. Only those organizations that are able to motivate their staff to see and take responsibility for the overall functioning of the organization can go the extra mile in delivering quality output through coordinated and concerted efforts of the staff and not through individual excellence.

## 4.The Practice

For the overall administration of the institution, there are several requirements that need to be planned and addressed effectively. Generally, the overall responsibility for this lies with the Principal of the college, who, along with a team of administrative staff, attempts to execute the same. This places the entire onus of success of the institution on this team and also the burden of its execution. The practice at B.Y.K College of Commerce has been to draw in all its faculty members into different administrative roles so that each and every faculty of the college feels responsible for the overall success of the college. The faculty are therefore grouped into various committees each headed by a senior faculty member who serves as chairman of the committee. B.Y.K college has all together 37 such committee for the effective working of the college. The following are some of the major committees of the college

- Central Planning & Co-Ordination Committee
- Examination Committee
- Research & Development Committee
- Time Table Committee

- Discipline Committee
- Alumni Association
- Quality Management System Committee
- Restructured Courses & Vocational Courses Committee
- Scholar Group Activity Committee
- Mentor Mentee Activity Committee
- UGC/ Pune University Grant/ QIP/ Seminar & Equipments Committee

The members of each of these committees are drawn one from various departments. The Principal of the college serves ex-officio as chairman of all these committees. The members of each of these committees meet on a regular basis to plan, coordinate and implement various developmental activities under their purview. The challenge faced in such an approach is to bring all faculty involved on a common platform to be able to achieve the overall vision of the college and identify what needs to be done in their respective domains that would enhance the performance of the institution.

#### 5.Evidence of Success

All decisions related to a given domain or portfolio is discussed in details and resolutions arrived at by the committee for final approval by the Central Planning & Co-Ordination Committee. For example, if the teachers wish to organize a seminar or workshop for the students then this is properly planned with the help of UGC/ Pune University Grant/ QIP/ Seminar & Equipments Committee. The committee will collectively decide the level of seminar/workshop to be conducted whether it's going to be International, National, or State level activity. All decisions related to a given domain or portfolio are discussed in details and resolutions arrived at by the committee for final approval by the Principal.

#### Problems Encountered and Resources Required

One of the biggest challenges in this endeavor has been to bring all the faculty on board to equally appreciate the task at hand and deliver effectively. All faculties are part of this effort beginning from the most newly recruited to the senior-most. Significant amount of time is spent in orientation of the faculty to appreciate the challenges on hand. While this may appear to be a limitation, it greatly helps capacity building for the system. Faculty at the junior-most level learns to appreciate the challenges faced in administration. The greatest benefit is that it fosters a sense of belongingness and team-spirit.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.bykcollege.com/best-practices/">https://www.bykcollege.com/best-practices/</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

B.Y.K. (Sinnar) College of Commerce is a premier institution in the field of Commerce and management education. It has been serving the society at large since its establishment in 1957. The college has richly contributed to the society by providing skilled entrepreneurs, chartered accountants, managers and teachers who in turn work for the welfare of the society. These distinguished alumni, thus, cherish the tradition of the college of academic excellence and value based education. This can be considered a distinctive characteristic of the college. The Restructured Programme helps students get updated with regards to the changing corporate scenario. Over the past six decades, the college has developed a culture of conducting student centric activities - co-curricular as well as extra-curricular, which encourage all students to participate in the activities, identify their strengths and develop their potential. Thus, the vision and mission of the college are synergistic with the objectives of higher education in India.

Under the Restructured Programme, the college has 33% autonomy in designing the curriculum for 'A', 'C' and 'D' Component subjects, since 1983, through which the staff contributes in the curriculum development.

The curriculum for Foundation Course, taught at F.Y.B.Com. level is designed by the college under the Restructured Programme so as to develop an integrated knowledge base among students.

For curriculum enrichment and creation of better opportunities for students, feedback from students, alumni, parents, academic peers and community is obtained for designing and development of the 'A', 'C' and 'D' Component subjects. Feedback is collected from students, parents, alumni and employers for restructuring the syllabus which is communicated to the Board of Studies through meetings held at the University level for redesigning the Programmes.

Under the Restructured Programme, regular linkages with industry, trade and business are established. Subject experts from the concerned field are regularly invited for guiding and sharing their experiences with students. For framing and updating syllabus of 'C' and 'D' Component, subject experts from the mentioned fields are invited.

The best practice of Restructured Programme as an innovative curriculum practice reflects a perfect blend of academic flexibility (due to 33% autonomy) and control (supplemented by University Rules and Regulations). The Restructured Programme creates awareness and conviction amongst students that self employment can prove to be the most rewarding career choice.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

#### 7.3.2 - Plan of action for the next academic year

- 1) To start an Entrepreneurship Development Lab.
- 2) To develop E- Books which shall be accessible to students.
- 3) To start a Certificate Course in Artificial Intelligence (AI).
- 4) To conduct Webinars/Seminars in the field of Commerce and Management.