



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1. Name of the Institution	SIR SAYYED COLLEGE OF ARTS COMMERCE AND SCIENCE, AURANGABAD
• Name of the Head of the institution	DR. SHAIKH KABEER AHMED
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02402313876
• Mobile No:	9923388668
• State/UT	Maharashtra
• Pin Code	431001
2. Institutional status	
• Affiliated / Constitution Colleges	affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid
• Name of the Affiliating University	Dr. Babasaheb Ambedkar Marathwada University, Aurangabad

• Name of the IQAC Coordinator	Dr. Milind Jagannath Jadhav
• Phone No.	07558464295
• Alternate phone No.	8698097062
• IQAC e-mail address	iqacssca@gmail.com
• Alternate e-mail address	dr.mjadhav@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	http://sirsayyedcollege.org/IQAC/AQAR/2022-23/AQAR%202021-2022.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	http://sirsayyedcollege.org/IQAC/AQAR/2022-23/Academic%20Calendar%202022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	73	2004	03/05/2004	02/05/2009
Cycle 2	C	1.83	2013	05/05/2013	04/01/2018
Cycle 3	B	2.27	2023	14/09/2023	13/09/2028

6.Date of Establishment of IQAC 01/12/2012

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	NIL	NIL	NIL

8.Whether composition of IQAC as per latest NAAC guidelines Yes

• Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 03

• Were the minutes of IQAC meeting(s) and compliance to the Yes

decisions have been uploaded on the institutional website?	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>1) Preparation of academic calendar for the academic year 2022-2023. 2) No plastic campaign was organized. 3) Institutional workshops for teaching staffs and students on research methodology and intellectual property right were organized. 4) Improvement in academic activities and student's results. 5) Guest lectures for students was organized by various departments. 6) Strengthening of alumni cell to conduct various activities. 7) Online Feedback from stakeholders were collected, analyzed and used for further academic improvement. 8) Online students satisfaction survey conducted.</p>	
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
Focus on Teaching, learning & Evaluation	<ul style="list-style-type: none"> Online as well as offline teaching learning and evaluation as per the guideline of UGC, Government of Maharashtra and Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. Students were informed about college rules, fees structure & scholarship. Bridge course for first year students were organized by each and every department. Increased in use of I.C.T. in teaching learning. Guest lectures, students seminars, group discussion and workshops were organized by various department of the college. Mid-semester tests and tutorial and result analysis carried out.
Organization of Guest lecture/training program/workshop for students	<ul style="list-style-type: none"> IQAC organized workshop on choice based credit system for teaching, non teaching staff and students. Department of computer science organized workshop for students on computer hardware and networking lab set up Department of Commerce organized workshop on IPR Department of English organized one week course in communication skill and Book review programme. Career Guidance and Placement Cell organized guest lecture on MPSC and UPSC exams. ICC organized guest lecture on 'Role of Internal Complaints Committee in Women Empowerments. Health and Hygiene cell organized guest lecture on Importance of nutrition Science talent search was conducted by Science forum.

	Department of English, History, Commerce, and Chemistry organized Guest lectures.
Formation of IQAC as per Revised Accreditation Framework	<ul style="list-style-type: none"> • IQAC was reconstituted as per the guidelines of Revised Accreditation Framework
Upgradation of Website	<ul style="list-style-type: none"> • Time to time website has been updated.
Feedback from stakeholders	<ul style="list-style-type: none"> • Online Feedback collected from all the stakeholders, report is prepared and submitted to the Principal for corrective measures to be taken.
Students Satisfaction Survey	<ul style="list-style-type: none"> • Online student's satisfaction survey of students was conducted.
Environment Conservation	NSS has organized cleanliness drive and tree plantation programme, eradication of plastic waste and created awareness among society about environment conservation.

13. Whether the AQAR was placed before statutory body?	Yes
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<ul style="list-style-type: none"> • Name of the statutory body
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Name	Date of meeting(s)
College Development Committee	17/02/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	05/02/2024

15. Multidisciplinary / interdisciplinary

Sir Sayyed College of Arts, Commerce and Science, Aurangabad has always strived for a multidisciplinary approach in its academic as well as co-curricular activities. Students are encouraged to undergo projects prescribed in University Curriculum through different courses. Compulsory computer awareness course is offered at first year. B.A. and B.Sc. General program and compulsory environmental science course is offered at second year of all UG programs. Besides this certificate & value added courses are offered for overall development of students.

16. Academic bank of credits (ABC):

The institutions preparedness in implementation of Academic Bank of Credits depends upon the guidelines of the affiliated university and Higher Education Department, Govt. of Maharashtra. Revision of curriculum is already in process at University Level and as and when University guidelines are made available, our Institute executes ABC in true spirit for programs prescribed by university. However, we have already

implemented for our students to take online courses through online mode through National Schemes like SWAYAM, NPTEL etc, and is considering for credits earned against elective courses.

17.Skill development:

Sir Sayyed College of Arts, Commerce and Science, Aurangabad is already conducting the skill enhancement courses such as Basic computer awareness, Bioprospecting of Plants and Communication skills in English for students of all programs. Students are being given hands-on exposure to practical subjects through projects prescribed in university syllabus across different courses, in which students identify their skills to prepare some projects and learn the concepts through experiential learning.

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

Indian Knowledge system includes knowledge from ancient India to modern India and clear sense of India's future aspiration with regard to education, health and environment. In order to promote /integrate the local language, art and culture, compulsory activities are added like girls forum, science forum activities etc. and through discussions/interactions/workshops etc. in local languages which fetch extra knowledge to the students. Frequent field trips/study tours to local heritage sites/museum/industries value their culture and traditions. This creates awareness amongst students.

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

Institution is implementing outcome based education (OBE) for various programmes. We have well defined Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO) which are explained to students during admission process,. Same are mentioned in prospectus and are also uploaded on institutional web site and prominent places in the departments. Students are assessed for their outcome attainment as per procedure.

20.Distance education/online education:

Institute has successfully imparted all its courses content delivery through online mode and also conducted online examinations successfully by using online platforms.

Extended Profile

1.Programme

1.1	502
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1105
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Number of students during the year		
File Description	Documents	
Data Template	View File	
2.2	Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1105
File Description	Documents	
Data Template	View File	
2.3	Number of outgoing/ final year students during the year	332
File Description	Documents	
Data Template	View File	
3.Academic		
3.1	Number of full time teachers during the year	30
File Description	Documents	
Data Template	View File	
3.2	Number of Sanctioned posts during the year	37
File Description	Documents	
Data Template	View File	
4.Institution		
4.1	Total number of Classrooms and Seminar halls	14
4.2	Total expenditure excluding salary during the year (INR in lakhs)	11.16
4.3	Total number of computers on campus for academic purposes	48

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Sir Sayyed College of Arts Commerce and Science, Aurangabad is affiliated to Dr BAMU and it follows the curriculum prescribed by the University.

The academic plan was prepared at the beginning of the academic semester of the year 22-23. The Head of the Departments conducted the meetings to distribute workload, to allot subjects/papers, to plan the action of the department and to review the completed syllabus.

The faculty members prepared their own teaching Plan. They also kept a record of the classroom teaching and practical in the teaching diary. The faculty engaged extra classes as and when necessary and also made optimum utilization of well-equipped laboratories. At the start of the year a week-long bridge course was conducted for FY students, which enabled them to cope up with the new syllabus. A number of faculty members are working on various committees and subcommittees of the Board of studies of the University thereby substantially contributing in the curriculum development.

After completion of the syllabus, class seminars and group discussions were conducted in all the faculties thereby helping the students to explore and gain more information about the subject.

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

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

The academic calendar of the college was prepared by the IQAC in accordance with Dr Babasaheb Ambedkar Marathwada University academic calendar for the year 2022-23. All the faculty members took efforts to follow it to the maximum. The institutional level Continuous Internal Evaluation adheres to various reforms which includes the two Internal Assessments in every semester, course-wise assignments were taken from the students time and again. The performance of the ward in the aptitude test helped to trace out the slow learners and the advanced learners.

Remedial teaching classes were taken for improving the subject knowledge of the weak students.

The concerned departments maintained the records and semester-end question papers. The Continuous Internal evaluation (CIE) also is catered with the parent university which includes the Semester-end examination, the project viva-voce. This keeps the student on constant evaluation. Along with the academic performance Continuous Internal evaluation also included Students behaviour, submission of assignments in time and participation in NSS, girls forum, science forum and other extracurricular activities.

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

<p>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</p>	<p>A. All of the above</p>
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File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
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

40

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

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

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

10

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

574

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

574

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The College is affiliated to Dr. Babasaheb Ambedkar Marathwada University Aurangabad. It follows the curriculum designed by the University. The college has a well-planned execution of mainstreaming socio-cultural issues in the prescribed curriculum and teaching pedagogy. A lot of co-curricular activities are being organized through Girls Forum, ICC, Health and Hygiene and NSS to bridge the gender gap. In Arts faculty, syllabus of Hindi, English, History, Urdu and Arabic department is planned in such a way that overall development of student's personality is being groomed. Each language paper consists of the gender issue such as poetry, novel. Sociology, Political Science, History and Economics courses are integrating the human and professional values by keeping in the mind the socio-cultural circumstances of India in the context of social harmony and national integration and these students are empowering with this knowledge. The curriculum helps to inculcate human values and professional ethics to become a good citizen of society.

In Commerce faculty, business skills, multifaceted economic and commercial values are incorporated among the students. Similarly, these areas are covered in the courses of commerce faculty such as Insurance, Fundamentals of Entrepreneurship, Management, Human Resource Management, Applied Economics, Indian Banking, Millennium and Sustainable Development Goals, Human Development Index, Global Warming and Economic and Social Sustainability. Keeping in mind to know the values importance of environment there is a compulsory paper of Environmental Science and Computer Compulsory for all faculty courses.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

154

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2010

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

1105

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The prime objective of institution to achieve excellence from the economic and educational background become necessary to identify slow and advanced learners. At the entry level the college department conducts oral test or word test for newly admitted students. Students who secure less than 60% are identified as slow learners whereas students securing more than 60% marks are called as advanced learners.

Provision for slow learners:

1. Remedial Teaching
2. They are provided simple and easy notes and course materials.

Provision for advanced learners:

1. Reading of Reference Books, Magazines related to the Subject.
2. Reading of Articles published in newspaper related to the subject.
3. Encouragement for writing articles, stories and poetry in magazines etc.

Provision for both Slow and Advance Learners:

1. Bridge Course.
2. Guest lectures
3. Personal counseling and motivation
5. Library facilities
6. Mentor mentee

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1105	30

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Test and tutorials were assigned to the students to test their learning outcomes. Quizzes were arranged by some departments to test the knowledge of the students. Class seminars on some topics were arranged. Group discussions were taken to enhance the ability of the student to communicate. Projects on significant topics were given to students of BSC third year to develop their research aptitude. Industrial visits were undertaken to expose the students to the working of different industries and the equipment used for the production of various goods. Exchange of the students and the various activities are undertaken by the institution in collaboration with another institution under MOU and linkages. Science talent exam is conducted annually to develop scientific temper among the students. Prizes for the three toper are given to encourage them. Various co curricular activities such as debate competition, essay competition extra are taken. Spoken English crash course is conducted annually to enhance the speaking and writing skills of the student.

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

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

Google classroom was created by the faculties, notes were uploaded and assignment were given to the student in the Google classroom app. tests were also conducted on Google forms as well as testmoz app. the college also has its own youtube channel, different programme and video recorded uploaded in this channel. Teachers also created whatsapp group of the classes they engage students are provided all kinds of information on the group as date of examination, schedule of the examination date and venue of the different activites and programme organized by the college are also notified in the group. Mentoring system is channelized through different mentor-mentee whatsapp group created by the teacher.

Some of the teacher attended the online refresher /short term courses/FDP organized by HRDC of different universities. Some of them also attended the course on core subject as well as interdisciplinary subject organized by NPTEL. Online training programme on IPR and Research Methodology were also attended by the certain faculties. Research Supervisor of the college arranged online interaction and viva-voce of their research students.

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

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

30

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

2.4 - Teacher Profile and Quality

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

30

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

29

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

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

2.4.3.1 - Total experience of full-time teachers

592

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The departments coordinate the internal examination activities and communicate about the same to students and teachers by displaying the Examinations schedules on the college Notice Boards. Internal evaluation has been given the weightage in the overall academic development of the students. The Formative Assessment comprises of Class Tests, Assignments Projects and Poster Presentation while Summative Assessment comprises of University Examinations. Class tests are conducted with tutorials in both the semesters respectively. The Teachers interaction with the students during the lectures and practicals enables the teachers to evaluate the performance of the students and identify the learning gaps if any. Students are selected on the basis of their performance and toppers are guided through Students' Core Committee while slow learners are given remedial coaching. Active participations of the students is encouraged through group discussions. The Answer sheets are shown to students after evaluation for their information which provides transparency and accountability in the evaluation process. The college appoints an internal squad for the prevention of malpractices during the university examinations. Mobile Phones in the examination Halls is strictly prohibited. CCTVs Cameras are installed in the examination halls to ensure transparency of the examination process.

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

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

The college has the proper mechanism to deal with the internal examination related grievances. A committee has been formed to look after the queries and the grievances of the students regarding the internal/external evaluation. The issues raised by the students are resolved amicably within two weeks. If a student has any objection related with the marks, reassessment is carried out in the transparent manner to the entire satisfaction of the student. After declaration of University examinations results, if the students have any grievance

regarding the arks, the grievance committee guides the students to seek the Xerox copy off answer book from the university within the allotted time. Once the students receives the photo copy of the answer book, the students consult with the subject teacher and if the teacher recommends, the students go for reevaluation. The Internal Evaluation Grievance Committee seeks suggestions from the students and the stakeholders for the purpose of improvement in the evaluation process.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

i. Programme outcomes (POs) College runs 05 undergraduate programmes and 05 postgraduate programmes. The aim of these programmes is to provide knowledgeable and trained human resources to meet the requirements of the industries, Government manpower and other various sectors.

ii. Programme specific outcomes (PSO) The PSO's expects that the degree holders should be well acquainted with knowledge and required skills to meet the challenges of industries and various sectors (Government under taking, public and private firms). They should be able to understand the basic concepts of their subjects learned and apply tools and techniques for research in their respective fields.

iii. Mechanism of communications: The programme and course outcomes are uploaded on the website of the college. It is available for every one including the teachers, students and stakeholders as well as those who access the website. Further Information can also be found in the syllabus of the respective subject, which is available in the library.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Evaluation of programme and course outcomes: The head of the respective departments evaluate the programme and course outcomes on the basis of the performance of the students. Students are continuously assessed in the test and tutorials, class seminars and assignments. Their curiosity in the subject and practical applied knowledge is tested through the projects assigned to them in the faculty of arts (UG & PG), Commerce (UG & PG) and Science (UG & PG). Their performance is also reflected in the final exam results. This review is forwarded to IQAC for further analysis. The IQAC submits it to the Principal, who places it in the meeting with Local Governing Council (LGC) for final action.

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

2.6.3 - Pass percentage of Students during the year

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

149

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

[Nil](#)

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)

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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)	View File

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

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

00

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

02

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

12

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

15

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

For the development of holistic temperament and empathy college encourages the students to participate in different activities like tree

plantation, Aids awareness, Samata Shanti March, youth day celebration, collection of plastic waste, cleanliness, yoga day.

On the occasion of Azadi ka Amrut Mohtsav celebration, students participate in Har Ghar Tiranga by NSS Unit.

In community engagement activity Mehandi competition was taken for Girls under Girls forum.

Guest lecture and speech competition was arranged by ICC for girls for the upliftment of women.

Health and hygiene organized guest lecture on importance of Nutrition , to celebrate National Nutritional month.

Educational visit by was arranged by microbiology department to Food industry.

Department of Commerce organized industrial visit at MASSIA for the student to develop skill development.

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

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

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

00

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

3.3.3 - 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

3.3.3.1 - 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

13

File Description	Documents
Reports of the event organized	View File
Any additional information	No File

	Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

284

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

Nil

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

College provides IT-infrastructure which comprises of computing equipment, Software and internet facilities. The College has a total 58 computers, 23 computers in Computer Science Department, 10 in IT & Commerce Department, 5 in Science Departments, 6 in library and 10 computers for administration work. All the computers are connected with LAN. Department of physical science are furnished with computers with internet connectivity with LAN and Wi-Fi. LCD projector is available in department of Physics, Zoology, Chemistry, Microbiology & Commerce IT Lab. IQAC office, administrative office, Principal's office, & MKCL office are also furnished with desktop and internet connectivity. College has 4 ICT classrooms including 3 smart-classrooms, 1 seminar halls, with facilities like LCD projectors, LAN, Wi-Fi. Internet connection was upgraded from Broadband line (100 MBPS) to leased line of 100 MBPS Unlimited on 1 December 2022. For recording the attendance of staff, bio-metric machine is available. Library has 6 computers with internet connectivity for Library work and for students.

In 2022, cloud-based-latest version was subscribed. The library has Mobile-OPAC as well Web-OPAC. The library has a Subscription of N List. College has purchased a college administration software in 2022 Smart Board is available in computer Lab for teaching to students

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

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

Sir Sayyed College sports department have leased ground for sports and game practice for football, cricket and hockey.

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

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

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

Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File
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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)

0.95

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- Name of ILMS software : - LIB-MAN Software.
- Nature of automation (fully or partially) :- Partially Automated
- Year of Automation :- 2009-10

LIB-MAN Software was purchased in the year 2004 but actual students/users data created in 2009-10. LIB- MAN Software upgrade in My SQL Database in October 2012. Now again upgraded for Cloud based Library Management Software. in October 2021 .LIB-MAN is an integrated multiuser and time tasted software for complete computerization of In-house operation of Library

SOFTWARE MODULES

- Acquisition & Cataloguing
- Circulation (Issue/ Return)
- MIS reports
- Newspaper Entry & paper cutting
- OPAC : Online Public Access Catalogue
- M.OPAC
- Serial Control

Features of LIB-MAN

- Multiuser, fully secured & advance software
- Barcode lable & spine lable generation
- SMS & E-Mail send to student and staff
- User friendly software

Report export facility to MS EXEL , PDF format etc

File Description	Documents
Upload any additional information	View File

Paste link for Additional Information	Nil
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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	D. Any 1 of the above
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File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.88

File Description	Documents
Any additional information	No File Uploaded
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)	View File

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

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

91

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi
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<ul style="list-style-type: none"> The College has a total 58 computers, 23 computers in Computer Department, 10 in IT & Commerce Department, 5 in Science Departments, 6 in library and 10 computers for administration work. LCD projector is available in department of Physics, Zoology, Chemistry, Microbiology & Commerce IT Lab. IQAC office, administrative office, Principal's office, & MKCL office are also furnished with desktop and internet connectivity College has 4 ICT classrooms including 3 smart-classrooms, 1 seminar halls, with facilities like LCD projectors, LAN, Wi-Fi.
--

- Internet connection was upgraded from Broadband line (100 MBPS) to leased line of 100 MBPS Unlimited on 1 December 2022.
- Network monitoring software is used to monitor the student's activities in the computer lab.
- Admission & examination system is administered using MKCL online software.
- For recording the attendance of teaching and non-teaching staff, biometric machine is available.
- website of the college is administered and updated regularly by Computer department
- library has 6 computers with internet connectivity for students
- In 2022, the cloud-based-latest version was subscribed.
- Library has Mobile-OPAC as well Web-OPAC.
- Library had taken a Subscription of N List.
- College has purchased a college administration software in 2022
- Smart Board is available in computer Lab for teaching to students

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

4.3.2 - Number of Computers

48

File Description	Documents
Upload any additional information	No File Uploaded
Student - computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. \geq 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

11.16

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

Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)

[View File](#)

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

- Overall authority and responsibility for maintaining and utilizing the physical, academic and support facilities rest with the Principal.
- The Principal delegate the authorities and responsibilities to Vice-Principals, HOD and various committees.
- The financial requirements are assessed on the basis of the requirements submitted by the HOD and other support Units at the beginning of Academic Year.
- The CDC by considering the availability of resources and the requirements makes budgetary provisions for up gradation, maintenance and utilization of all the resources.
- All the purchases are done as per the norms and procedures laid down.

Physical Infrastructure maintenance:

- Infrastructure facilities are well-maintained and updated.
- Maintenance work is carried by proficient in house staff.
- Campus is maintained by employees.

Electrical and UPS maintenance:

- Supply is maintained through electricity board or captive generator sets.
- Daily maintenance of electrical fittings and UPS in campus is handled.

Classrooms & Sports:

- Regular cleaning and maintenance are carried out.
- Class wise time table is designed in such a way that there is maximum utilization.
- Computer department takes care of the maintenance of all the computers.
- Sport material is issued to the student for the period of the competition.

File Description	Documents
Upload any additional information	No File Uploaded
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

511

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

99

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

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

B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

176

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

176

File Description	Documents
Any additional information	View File

Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
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5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
--	---------------------

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

6

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

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

5.2.2.1 - Number of outgoing student progression to higher education

29

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

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

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

00

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

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.

02

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

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

Students are given exposure to involve in administrative, co-curricular and extracurricular activities by including them as members of the committee. They actively participate in various committee meeting as per the norms of NAAC and government of Maharashtra. The Following is the list of Committees of student's representation and engagements .

1. College Development Committee,
2. Internal Quality Assurance Cell
3. Internal Complaints Committee.
4. National Service Scheme Cell
5. Anti-ragging Committee
6. Health and Hygiene committee

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

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

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

12

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

5.4 - Alumni Engagement

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

An annual meeting was held on March 30, 2023, in hall number 26. The goal of the Alumni Association is to grow and broaden its roots, thus efforts were made to enhance enrollment. Alumni registration was completed in several areas. The meat's goals and objectives were introduced by Dr. Milind Jadhav, the IQAC coordinator, after Hafiz Abdul Jalil Sahab of the Arabic department recited a few passages from the holy Quran. During the event, Professor Mohd Irfan Khan Saudagar offered his insightful counsel on improving knowledge and abilities in the competitive age and uplifting the minority community's marginalized sector by inspiring students to pursue further education and acquire competitive skills and emotional resilience. Dr Memon Ubed, In charge Alumni Association, conducted the program and Dr Shaikh Muhammad Azhar proposed vote of thanks.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision and Mission of the institution

VISION:

"To spread education among Muslims and create good character and strong national feelings".

MISSION: "Humane Citizen through Education."

- To provide quality education to all students irrespective of caste, creed, religion and socio-economic status to uplift the society as a whole.
- To maintain excellent academic standard through innovation and effective teaching learning method in a joyful environment.
- To foster scientific skills and academic excellence in this rural area.
- To incorporate value-added, skill development courses in its curriculum.
- To continue to enhance its extension activities and outreach programmes.

GOALS AND OBJECTIVES

- To achieve academic excellence.
- To compete them at national and international level in all areas of life.
- To develop leadership qualities.
- To develop all round personalities of the students.
- To provide orientation to students towards research.
- To promote the faculty towards quality research and examination.

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

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

1) Admission Process: On the opening day, College organized meeting of faculty to plan the admission process under the guidance of Principal. Purpose of the meeting is to publish the advertisement and formation of admission committee, for smooth conduction of admission process. One faculty is appointed as the Incharge and four members of faculty as per need to assist the Incharge are also appointed. Identity card and library card of admitted students are prepared and issued through library clerk.

2) Students Mentoring System: The college formed students mentoring committee which includes one Chairman and three members, one from each faculty of Arts, Commerce and Science. The teachers are allotted with 20-50 students each. The students are allotted to each mentor on the basis

of subject and classes. Each mentor is asked to prepare the details of the activities to be undertaken per semester and to distribute among the mentees allotted to him. Mentor conducts the meetings, find out the problems, guide the students and solve their problems. Mentors point out the strength and weaknesses of mentees so as to plan the activities.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The policies of the college are stated in the vision and mission of the institution, the views of the stakeholders are taken into consideration. The job oriented, career oriented subjects are introduced.

Curriculum Development: Seminars/workshops, guest lecturers are conducted. **Teaching & Learning:** The institution prepares the academic and administrative calendars.

Examination and Evaluation: The continuous internal evaluation mechanism is effective in the college. The student's grievances are taken care of and are redressed in a timely manner.

Research & Development: The faculties are encouraged to undertake MRPs, publish research papers/articles, and participate in seminars.

The faculty published 11 research papers, 16 Books, 07 oral presentations in international seminars and 09 in national seminar, 03 teachers were resource person.

Library ICT and Physical Infrastructure / Instrumentation: The library has collection of 3107 reference books and 7878 textbooks, 480 journals, 39 CD's/Videos.

Human resource management: The administration is decentralized through various committees.

Industry interaction / Collaboration: The College made MoUs/Collaborations/ Linkages with various organizations. The industrial tours and field visits are organized. **Admission of Students:** The College follows the norms set by Govt. of Maharashtra and Dr.BAM University, Aurangabad in admission.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
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.

Executive committee:

The Executive committee takes policy decisions regarding academic and infrastructural development and decides policy matters, recruitment, and confirmation of the services, promotion and transfer of the employees.

College Development Committee:

The Local Managing Committee has been replaced by CDC Members from the Executive Committee, CDC prepare an overall comprehensive development plan regarding academic, administrative and infrastructural growth.

Administrative Set-up:-

The Principal is authorized to take decisions regarding academic, administrative and financial matters; the Office Superintendent is head and custodian of the college office. Head clerk, senior clerks, junior clerks, assistants and peons assist him.

The Internal Quality Assurance Cell:-

IQAC plans for development and application of quality parameters for the various academic and administrative activities

The Librarian:-

The Librarian is a head of Library and Information Centre. He is assisted by Library Clerks and Library Attendants.

Service and Promotion rules:-

The service rules decided by the UGC and the State Government for the appointments and Promotions of the Teachers.

Grievance Redressal Mechanism:-

There are separate Grievance Redressal Committees for students and staff, the college has set up a complaint box for faculties, staff and students. The grievance redressal committee discusses the complaints and takes decision accordingly.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File

Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Sir Sayyed College Credit Cooperative Society, Aurangabad

Institutional management and administration has executed social welfare measures from 2002. 'Sir Sayyed College Credit Cooperative Society' (SSCCCS) was established by pioneers of the Institution Prof. Mohammad Tilawaty Ali. Presently it offers a loan facility with upper limit of 5 lakh for teaching staff and 3 lakh for non-teaching staff. SSCCCS has also made available emergency loan (EL) of 25000/- for teaching and non teaching staff. Chairmen and Secretary of the Credit Cooperative Society was elected by the members. Following are the members of SSCCCS.

Dr. Vasiullah Pathan (Chairmen)

Dr. Shaikh Kabeer Ahmed (Secretary)

Dr. Shaikh Mohad. Azhar (Member)

Dr. Chitra Bagmar (Member)

Dr. Nisargandh Siddhart (Member)

Mr. Syed Mujeeb (Member)

Mrs. Anita Polewar (Member)

The Principal takes care of speedy forward of loan proposals of College employees to this Credit society.

Government aided institutional welfare:

The Institute is a Government aided private College. Certain welfare schemes of the State Government are available to the teaching and supporting staff. These schemes include Medical Leave Maternity Leave/ Paternity Leave Reimbursement of Medical bills Reimbursement of Registration fees for attending Conferences/ Seminars, etc. G.P.F. Advance and withdrawal facilities, as per rules Gratuity and death cum gratuity scheme as per State Government rules and regulations.

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

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

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

2

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

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

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

1

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

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

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

03

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

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

6.3.5 Self Appraisal evaluation System

Institution has adopted performance appraisal system procedure for teaching and non-teaching staff. At the end of every academic year, systematic evaluation is done to know the ability of the staff members. Various criteria have been laid down to assess these abilities. Every approved faculty is assessed for his/her performance based on API scores based on PBAS proforma as per the UGC Regulations on Minimum Qualifications for Appointment of Teachers for aided college. The given score is verified and endorsed by Institutional IQAC committee. The IQAC scrutinizes the structured formats and forwards them to the Principal for further procedures. The observations and conclusions are conveyed to the concerned teacher for better performance. IQAC constituted a committee for evaluating self appraisals. Following are the members of the committee.

1. Dr. Shaikh Kabeer Ahmed.
2. Dr. Milind Jadhav.
3. Dr. Vasiullah Pathan.
4. Dr. Shaikh Mohammad Azhar.
5. Dr. Surendar Takale
6. Dr. Syed Hussain.

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

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly. The College sent financial statements every year to the concerned authority.

The Audit is done by an auditor, Mr. Iftedar Patel, after verification of documents.

The Salary and Non-salary audit is done by Joint Director Office, Higher Education, Chhatrapati Sambhajinagar (Aurangabad). Internal Audit is conducted by the college.

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

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

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

0.56

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

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

GIO scholarships and Handicap scholarship are given to the needy students. GPF Loan from Joint Director Office, Higher Education, Chhatrapati Sambhajinagar (Aurangabad) and Credit Cooperative Society loans are utilized for welfare of the employees. NSS funds provided by Dr. BAMU, Chhatrapati Sambhajinagar (Aurangabad) are spent on NSS activities and volunteers.

College Funds are spent on computer repair, maintenance work, electricity bill, Electrical material purchase, Science laboratory material purchase, stationery purchase and telephone charges.

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

6.5 - Internal Quality Assurance System

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

IQAC has continued significantly for institutionalising the quality assurance strategies and process during the academic year 2022-2023, IQAC has conducted two workshops and one guest lecture, which are as follows.

1) "Choice Based Credit and Grading System" for B.Sc. 1st year students, 07.01.2022.

Speakers:

i) Dr. Milind Jadhav

Coordinator - IQAC,

Sir Sayyed College of Arts, Science and Commerce, A'bad

ii) Dr. Binnaser Aziz

Head Dept of Computer Science

Sir Sayyed College of Arts, Science and Commerce, A'bad

Total 33 students were present.

2) "Choice-based credit and grading system"

For teaching staff - 01-10-2022.

Speakers:

i) Dr. Anil Shankavwar

ii) Dr. Ravi Patil

Total 22 teachers were present.

3) Guest lecture on "Rights of Minorities"

Speaker:

Dr. Vasiulla Pathan

Vice-Principal

Sir Sayyed College of Arts, Science and Commerce, A'bad

Total 31 members of teaching and teaching staff were present.

Tree plantation at Ohar village was conducted on 31-01-2023 through NSS Camp.

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

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

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

Since establishment of IQAC in college, it is focusing on quality improvement through various methods. College always take periodical survey of its teaching - learning process. Following are some examples:

i) Preparation of academic calendar for the annual year 2022-2023.

ii) Preparation of college in AISHEE.

iii) Establishment of discipline and anti-ragging committee.

iv) Conducting quality enhancing programme, such as seminar, guest lectures, workshop, feedback, survey from various stakeholders.

v) Establishment of mentor-mentee process and its effective implementation.

vi) To submit the annual quality assurance report (AQAR) annually to the NAAC.

vii) Organisation of various curricular and co-curricular activities.

File Description	Documents
Paste link for additional information	Nil
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	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

7.1.1.1 Gender Equity and Facilities for Women:

Gender Equity:

The Management ensured that one-third of the total teaching staff are women. Some women non-teaching staff are employed. Keeping in line with the mission of the institution, institution has enrolled maximum girl students in various courses. Administration has formulated such a policy that only girl students be given admission in the faculty of Arts.

Topics related to gender are incorporated in the syllabus of undergraduate course (B. A.). Some topics related to gender are taught in the following papers:

Sociology: Paper V: Problem of Rural India - Sem-III

Paper VII: Population in India - Sem- IV

Paper VIII: Sociology of Development - Sem-IV

Political Science: Paper III: Political Ideologies - Sem -V

History: Paper II : History of Modern Maharashtra - Sem -I

Paper X: History of Indian Freedom Movement -Sem-V

Moreover, project work related to gender is assigned to third year students in History, English and Sociology.

The college has an Internal Complaint Cell which conducts some activities to address the issue of gender equity. Girls' Forum of the college also organizes certain programmes for girls.

Certain facilities are provided for women. Safety and security of the girls is ensured as the CCTV cameras are installed in classrooms, campus etc. Common room for girls is also provided .Separate washroom for girls and ladies staff is available. Girls' Forum provides counseling to the students. Internal Complaint Cell addresses the grievances of girl students.

File Description	Documents
Annual gender sensitization action plan	http://sirsayyedcollege.org/IQAC/AQAR/2022-23/7.1.1%20Gender%20sensitization%20for%20link.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://sirsayyedcollege.org/IQAC/AQAR/2022-23/7.1.1%20Facilities%20for%20Women%20for%20link.pdf

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

7.1.3 Dustbins are kept at various places for disposal of solid waste. Papers and waste are segregated. Solid Waste is given to the specially

designated vehicle of Aurangabad Municipal Corporation for collection of garbage.

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

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

D. Any 1 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded

Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	D. Any 1 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	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).

Institutional efforts /initiatives in providing an inclusive environment:

The Management ensured that the staff employed hailed from diverse regions and belong to diverse cultural and linguistic background. In undergraduate course of Arts, students from Madarsas opted for Arabic and Islamic studies. Some of these students later pursued Masters degree in Arabic. Most of the students who belong to different communities were given admission in M.Sc. Chemistry. Hindi, Urdu, Arabic and English were offered as second languages to be studied at undergraduate programmes.

Institution proposed to organize seminars/conferences in languages that show its inclination towards promoting linguistic diversity. Various curricular and co-curricular activities are organized by the language departments. Cultural Committee of the college organizes various programmes in sync with cultural diversity.

Certain programmes are conducted by the college to sensitize the employees to constitutional duties. Guest Lectures on significant days such as Constitution Day and Republic Day are organized. Various activities are conducted by the Department of Political Science to create awareness among the students regarding constitutional rights. The institution has started a paper on Indian Constitution for B.A./B.Com/B.Sc I year as per the guidelines of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Constitutional Values

In BA Second Year Sem3rd, Paper titled Indian Government and Politics contains some units on Indian constitution. Topics such as sources, Preamble and features of Indian Constitution, Fundamental Rights, Directives, Principles of State Policy etc are taught to the students.

Constitution day was celebrated on 26 Nov 2022. Lecture on Secularism & Democracy was organized on 26 Jan 2023.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Republic day was celebrated on 26 Jan 2023. Constitution Day was celebrated on 26 Nov 2022. Guest Lecture was organized to Celebrate

University Name extension Day on 22 Jan 2023. Guest Lecture was organized to Science Day on 28 Feb 2023.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
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 Practices

1. Spoken English Crash Courses

Goal: The course aims to enhance student's language proficiency.

Context: Most of our students come from Urdu medium. In the background of this scenario, the Department of English took the initiative to start this Spoken English Crash Course for the students weak in English.

Practice: The course is designed by the Department of English. Required emphasis and weightage is given to units such as grammar, phonetics, communication skills etc. Faculty of English organizes the programme and engage lectures.

Evidence of Success: After the course, students were again given test to notice improvement.

2. Students' Aid Fund:

Goal: The college has established Students' Aid Fund to support poor and needy students.

Context: The college is located in a predominantly Muslim area, which is socially and economically backward. The parents of the students belong to low-income strata, hence find it difficult to provide good education to their wards. This fund enables the students to pay their fees also.

Practice: The college appointed In-charge of Students' Aid Fund. Students applying for the benefit of SAF must satisfy certain criteria:

Evidence of Success:

99 students got benefited from Students' Aid Fund this year.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Institutional Distinctiveness

The mission of the college is "Humane citizen through education".

The institution is located in the predominantly Muslim area. Focus on the women's education is a task of crucial importance that this institution has undertaken. The institution faced some challenges and found that most of the students were not able to complete their education due to poor financial condition. The parents of the students belong to low-income strata; hence find it difficult to pay the fees. . In this backdrop, the teacher and management came forward to help number of deserving students, especially girls. The college established 'Student Aid Fund' to support poor and needy students. Deserving students are helped financially to pay the admission fees. This ensures that no student is deprived of education for want of money. This fund enables the students the exam fees also.

In this academic year, 99 students belonging to different streams availed the benefit of SAF.

Keeping in mind the vision of the institute, its priority in imparting education to minority students and its thrust on women education, SAF play a crucial role. Otherwise, most of the students, particularly girls would not have completed their education.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Future plans 2023-24

1. To organise workshop on revised syllabus.
2. To encourage teachers to use ICT for teaching and prepare course module.
3. To organise seminars in some subjects.
4. To install plagiarism software in computer lab.
5. To forward CAS proposal of eligible teachers to university.
6. To undertake environmental activities.