YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Mahatma Education Society's PILLAI HOC COLLEGE OF ARTS, SCIENCE AND COMMERCE
• Name of the Head of the institution	Dr. Lata Menon
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02192669004
• Mobile no	9820389930
• Registered e-mail	phcasc@mes.ac.in
• Alternate e-mail	latakm@mes.ac.in
• Address	Mahatma Education Society's Pillai HOC College of Arts, Science and Commerce, Pillai HOCL Educational Campus, Taluka Khalapur, Dist- Raigad
• City/Town	Rasayani
• State/UT	Maharashtra
• Pin Code	410207
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education

• Location	**Semi-Urban**
• Financial Status	**Self-financing**
• Name of the Affiliating University	**University of Mumbai**
• Name of the IQAC Coordinator	**Ms. Remya Madan Gopal**
• Phone No.	**9958624503**
• Alternate phone No.	**9757317296**
• Mobile	**7744851223**
• IQAC e-mail address	**iqac.phcasc@mes.ac.in**
• Alternate Email address	**remyagopal@mes.ac.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://phcasc.ac.in/wp-content/uploads/2024/01/AQAR-2022-23.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://phcasc.ac.in/wp-content/uploads/2023/11/Odd-Sem-Ahttps://phcasc.ac.in/wp-content/uploads/2024/04/Academic-Calendar-Even-Sem-2023-24.pdfcademic-Calendar-AY-2023-24.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.34**	**2017**	**30/10/2017**	**30/10/2022**
Cycle 2	**A+**	**3.26**	**2023**	**10/01/2023**	**09/01/2028**

6.Date of Establishment of IQAC	**05/06/2017**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	08	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Conduction of gender audit.

Certified with ISO 2018.

Establishment of MoUs with various educational institutions for holistic development of stakeholders.

Mapping of activities based on UN Sustainable Development Goals, Course and Programme outcomes and Mission and Vision of the institution.

Implementation of NEP- 2020 for PG programmes and conduction of professional development activities based on NEP.

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
Orientation Programmes on hybrid mode of teaching- learning, activities and admission process across all streams to acquaint the students of institutional policies.	Programme Coordinators and subject teachers to explain the entire digitised mode of education. The students were introduced to hybrid mode of teaching learning using google classrooms, google meet, online assignments, quizzes and other curricular aspects without compromising on the quality of the process. The Code of Conduct was also discussed in detail to maintain discipline and sanctity of institution
Strengthening hybrid Curricular Interaction and hybrid mode of student development activities	IQAC introduced the concept of google classrooms, google meet, online attendance records, online assignments, quizzes along with various strategies to engage the students by organising hybrid mode of activities in curricular and cocurricular facets. Hybrid teaching and learning, discussions, assignments, email access, digital library, light-board video recordings, presentations and e-notes were shared with the students to improve their academic skills. Other than the regular pedagogy of chalk and talk and offline sessions, Google Classrooms were created, course-wise where the concerned faculty member uploads all subject related information for the access of the students along with assigning them projects, case studies or tasks. Weekly sharing of lesson plan and pedagogy with the students were also practiced to strengthen the process. The

	digital repository is also a platform for students to access multiple courses of interest thereby strengthening multidisciplinary learning skills.
Redesign the structure of best practices to effectively maintain through hybrid mode	One of the best practice initiated and introduced by IQAC is mapping of extension activities in line with UN Sustainable Development Goals. The practice provides a strong platform for students to explore services based activities to the community and align them with SDG’s . Such activities help students develop global responsible citizenship and make their mark in future endeavours. Mentor-Mentee Mode (MMM), Mentoring through Peer groups(MPGs)and Vertical Mentoring have been a successful practice in our institution. IQAC introduced a hybrid characteristic to the Mentoring practice to maintain its effectiveness and maximal participation. At least one session every month is completely devoted to mentoring sessions so as to help, support and guide the mentees. The MPG and VM practices were also well managed under the observation of subject teachers through online or offline sessions, quizzes and other activities. This way, the quality of student performances and interactions improve, with support and guidance.
Participation in NIRF, ISO certification and conducting quality audits Encourage	Our institution secured A+ grade in second cycle of Accreditation process by NAAC. We also

research culture and quality research paper publications among faculty members and students	successfully completed surveillance audit of ISO to ensure quality sustenance. Green audit, Energy audit, Electrical Safety audit, Exam-cell audit, Academic audit and gender audit are regularly conducted to maintain and assure quality in academic process The IQAC organised three different hybrid mode conferences faculty wise i.e.- Arts, Commerce and Science, provided a platform where delegates could analyse, study and present the research in the respective domain, making the research more interactive and interesting. The plan also facilitates research paper and article presentation and submission by faculty members across all departments. The research aptitudes of students are substantially supported for their paper presentation, in the hybrid platform for APJ Abdul Kalam Memorial Students' Seminar Series. The teacher mentors also motivated the students to participate in first ever online Avishkar Research Convention competition for students organised by University of Mumbai. 10 patents were published by the institution and many students were also involved in patent related activities with faculty members as a part of IIC initiatives.
Revamping and streamlining the process of Track Act as a part of Management Information System to organise documentation process for accreditation	With multitudes of activities being conducted and recorded, TrackAct became an integrated digital management tool where all these activities converged, thereby giving a bird's eye view

	of all the activities of the institution. Also, such convergence also helps in interdisciplinary projects and assignments which in turn acts as a catalyst in the teachinglearning process and accreditation process by segregation of events criterion - wise and sharing the same in respective criterion mail created to manage organised documentation. The reports of activities are prepared in line with the format provided by IQAC which act as an information repository which helps to provide direct input to the accreditation process (AQAR or NIRF) of the institutions. The activities are also mapped with UN SDG goals vision, mission, CO's and PO's of the institution. This practice also helps to keep a track of online events and meticulously keep records and reports of events, as in this year where about 100 activities were conducted by the institution. Google forms are shared from track act team to compile and collate activities organized by the college for the particular academic year
Conduction of regular IQAC meetings and timely submission of SSR and AQAR	There were eight IQAC meetings regularly conducted to quality check at various levels of functioning of the institution which are continuously done and quality enhancement protocols implemented to involve over curriculum development, regular feedback analysis from stakeholders, activities to be planned and data collection,

	compilation and submission for SSR from academic year 2017-18 to 2021-22, AQARs and NIRF. The documentation is initiated for NAAC Cycle 3 from A.Y. 2022-23. AQAR after cycle 2 was also submitted. The institution has regularly participated in NIRF ranking also. Faculty guidance programs about SSR, various metrics of qualitative and quantitative aspects and AQAR submission were conducted. IQAC and criterion - incharges were briefed on data collection, compilation and timely submission of the same.
Focus on Faculty Development and Faculty Exchange programmes	The IQAC organised three different online faculty wise development programmes i.e.- Arts, Commerce and Science, provided a platform to brush up on their knowledge base and improve their professional skills, as a regular practice in the institution. IQAC initiated the faculty exchange programmes also with higher educational institutions to promote joint teaching programs, integrate activities with students from other institutions and open doors to possibilities for future collaborations in research also.
Reinforce on Capability Enhancement Activities for students and staff members	Programmes/Subject Refresher Courses and Faculty Development Programmes organised by various state/central universities and other reputed institutions. We have also set up a full fledged language lab along with computer labs for reinforcing capacity enhancement among students.

Regular planning of internal Academic Audits and Exam Cell Audits	Inter- departmental audit checks the documentation and record keeping of one department by the other department representatives as delegated by IQAC to ensure efficiency in the operations of the department. IQAC also conducts exam cell audit to verify the implementations of policies and procedures, along with maintenance of transparent students grievance redressal system
Boost up MoUs and collaborative activities to develop industryacademia interface	IQAC has significantly contributed in developing interactions with other institutions or other industries that helped to provide a platform for quality improvement in education. Multiple MOUs are signed with other higher education institutions to focus on holistic development of students and inculcate research aptitude for staff and students, NGOs for women empowerment such as SIBC (Soroptimist International Bombay Chembur, gram panchayats and other startups to be a part of collaborative curricular and social awareness activities. MoUs and collaborations with various other reputed educational institutions and industries are also functional.
Catering to student needs of professional and planning Add-on Courses and career oriented events	The IQAC initiated to implement programme wise Add-on or Certificate courses, in-house as well as in collaboration with reputed institutes such as TISS and Satyam, to improve the employability skills and holistic development of the

	students. The establishment and functioning of a competitive examination cell as a part of providing insights to career opportunities and guidance for preparation of competitive examinations. The cell focuses on employability and career goals of our students and provided guidance on preparation for NET, SET Examinations, CET, CAT, GMAT and other Similar competitive examinations. Career counselling sessions were also conducted in Arts, Science and Commerce to provide the students career options in line with their graduation programme in association with reputed institutes such as NISM, BSEBF and BIAP.
Implementation of 360 Degree Feedback System	IQAC has implemented a multi faceted and well structured feedback system collected online from all stakeholder including students, faculty members, alumni and employers in addition to course and faculty wise feedback taken across all classes of every stream on curricular aspects. Moreover, we also designed faculty to faculty, faculty to programme coordinator, faculty to Principal and Vice Principal of our institution. The feedback analysis put forth the information on areas to focus on for overall efficient functioning of our institution and help to draft and implement policies accordingly. Course Exit Surveys and Programme Exit Surveys are also conducted to collect the feedback from the

	students on various subjects and UG and PG degree programmes .
Observation of Important National/International Days through institutional outreach programmes organised by ISR Cell Youth Red Cross and N.S.S. Unit	IQAC has implemented a policy to create awareness to students about the importance of observing national and international days in our daily life, realizing our social responsibility, to maintain green planet, celebrate relationships and reinstating the motive for observation of 'National/International Days' to inculcate citizenship of global standards. IQAC has emphasized to inculcate Social awareness, values and environmentally responsible behaviour amongst students and to nurture students as citizens with moral, ethical and social values so as to provide service to the society. Through such extension activities, they are encouraged to fulfil their obligations towards the society by participation in ISR Cell, NSS and YRC. The Youth Red Cross and NSS Unit also have effectively planned and executed outreach activities to create awareness and contribute for the betterment of the society.

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023-24	13/02/2024

15.Multidisciplinary / interdisciplinary

Pillai HOC College of Arts, Science and Commerce which is affiliated to Mumbai University adheres to the guidelines of the UGC, affiliating University and the Government of Maharashtra. The vision of National Education Policy to provide holistic multidisciplinary education at various academic levels is clearly reflected in the academic pursuits and endeavours of the institution. As per guidelines from University of Mumbai we have implemented NEP 2020 in all our PG programmes from academic year 2023-24. The courses were electives and multidisciplinary, to be chosen by the students. On Job Training was also introduced which supported the concept of interdisciplinary exploration to improve employability of students. Project based learning was introduced as a mandatory process in all courses. An orientation programme regarding the multidisciplinary aspect of NEP 2020 was conducted for all the students and their parents at the beginning of the academic year. A discussion on the key principles of NEP such as diversity in curriculum and pedagogy, logical decision making and innovation, critical thinking and creativity is initiated as part of the institution’s adherence to the soul of NEP, 2020. Our institution strives to provide our students with an opportunity to explore multidisciplinary programmes. Our curriculum offers credit-based courses and projects in the areas of community engagement and service, environmental education, and value-based education towards the attainment of holistic and multidisciplinary outcomes. At institutional level, we conduct curricular, co-curricular and extracurricular events such as ‘Xtenso’, ‘Food Fest’, ‘Insolito’, and 'Dr. A. P. J. Abdul Kalam' Memorial Students’ Seminar Series to promote interdisciplinary education.

16.Academic bank of credits (ABC):

Pillai HOC College of Arts, Science & Commerce follows a choicebased credit system for all of our UG and PG programmes as per the directive of University of Mumbai for its affiliated colleges. Academic bank of credits shall facilitate students for multiple entries and exit points in their academic programmes. This is an innovative idea to earn and deposit credit through National schemes like SWAYAM, NPTEL, V-Lab. The provision will enable students to earn credits and complete the programme with additional advantage. Our college shall abide by the curriculum structure and credits as prepared by the affiliating university in this regard to implement

the same.

17.Skill development:

Realizing the importance and the necessity for Developing skills among students, and creating work ready manpower, our institution focuses on IndustryInstitution Interface, Internship Initiatives and Skill development programmes. This is a strong step towards integrated knowledge acquisition and upgrading human skills towards creating a new league of employable youth. At the institutional level, to enhance employability skills and ensure holistic development of students, the institution offers Programme-wise Inhouse add-on or certificate courses. MoUs have been signed with Satyam Institute and other institutions of national repute, to develop skill set of our students. We also have collaborations with Coursera and similar digital platforms which offer short-term courses free of charge for our students.Programme wise add on courses are also conducted providing employability skills for the students to make them industry ready. By implementing such steps, we hope to incorporate the vital aspects of NEP and enhance the employability of our students as per industry‘s current human resources requirements.

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

The institution has adopted an innovative teaching learning method integrating Indian knowledge system with an intention to inculcate values and ethics in students. University of Mumbai plans to implement indian knowledge system(IKS) as a manadatory course across all streams in UG programmes to provide a platform for studnets to explore rich indian culture, tradition and knowledge in branches of life. The greatness of our national language is being upheld in all curricular and co-curricular activities organised by the institution. The institution understands the relevance of celebrating or observing days of national importance and organises various activities to foster the sense of belonging and social responsibilities. The topics prescribed in the curriculum of UG programmes such as Indian Ethos, Ethical Practices, Cultural and Linguistic Plurality and Indian Polity help students and faculty members to understand the concept of Indian Knowledge system and its implementation in the academic system. The institution preserves cultural heterogeneity and upholds institutional distinctiveness through the initiatives and activities of various associations.

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

All the programmes offered by the college focus on Outcomes-Based

Education (OBE) keeping in mind the regional and global requirements. We implemented outcome-based education with clearly stated Programme Outcomes and Course Outcomes for all subjects across all streams. The syllabus is designed as per the revised Bloom's Taxonomy which we follow meticulously. Apart from the domainspecific skills, learning outcomes at all levels ensure social responsiveness and ethics as well so that students can contribute proactively to economic, environmental and social well-being of the nation. The Course Objectives (COs) are also in line with the respective POs, the attainment for the same is calculated, so as to align with NEP guidelines.

20.Distance education/online education:

After pandemic, educational institutions in the country have increasingly involved in using the digital platforms for engaging classes, conducting conferences and meetings. This has paved the way for hybrid or blended mode of teaching-learning process. Due to the experience gained during the closure period of Covid-19, access to online resources by educators and students will not be a constraint anymore. Faculty members are also encouraged to participate in online refresher courses, orientation programmes, short-term courses, workshops and other professional development programmes which promote exposure and expertise in new and advanced age of teaching and learning. Our institution has internalised hybrid mode of teaching learning by introducing google classrooms, flipped classrooms, google quizzes, moodle and other online platforms for effective content delivery.

Extended Profile

1.Programme

1.1 **261**

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

File Description	Documents
Data Template	View File

2.Student

2.1 **1841**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **1141**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 **510**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **65**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **65**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**261**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1841**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1141**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**510**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**65**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**65**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**46**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**9864675**
4.3 Total number of computers on campus for academic purposes	**273**

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

At the commencement of each semester, an orientation programme is being conducted for the newly admitted students to elucidate the processes involved in curriculum delivery and implementation. The Principal, Vice-Principal, and coordinators provide information regarding various departments, courses, committees, and the student guidelines in the program.

Strategic planning and implementation

To ensure efficient planning and implementation, each programme coordinator develops a departmental academic calendar, which outlines the allocation of courses and workload according to the credit requirements of each course, in accordance with guidelines from the University of Mumbai. The Principal oversees the proper execution of the calendar and schedule via formal meetings with Heads of Departments and, as required, informal interactions with faculty members.All educators prepare a semester and weekly

teaching plan, ensuring the proper execution of it.

Pedagogical instruments

The faculty members employ different instructional tools and approaches for efficient curriculum delivery. The students utilize well-equipped laboratories to their fullest potential for practical work. The students uphold the practical journals, and the outcomes are validated by the professors.

The institution promotes teacher engagement in orientation and refresher courses and workshops focused on the application of the updated syllabus to enhance their subject knowledge.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/1.1.1-Effective-Curriculem-Delivery-Sample-Syllabus-Master-Timetable-Website.pdf

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

The institution formulates an 'Academic Calendar' prior to the onset of the academic year, which encompasses pertinent details about the teaching-learning timetable (working days), events, holidays, internal, practical and semester end examinations. It is formulated in accordance with the directions issued by the University of Mumbai and made available on the website for students.

Internal Assessments

The academic advancement of students is consistently assessed by Continuous Internal Evaluation, as mandated by the University of Mumbai, which is implemented in two formats: 'Pen and Paper' and 'Online'. The college maintains a record of ongoing internal evaluations. The students' scores have been displayed on the University (MKCL) Portal. The Exam Cell audit is performed to ensure the transparent operation of CIE.

Practical Assessment

The laboratory schedule is prepared by the concerned faculty members, encompassing a practical examination timeline and batch-specific information. Continuous Internal Evaluation (CIE) is conducted through preliminary examinations, study camps, class assessments, project submissions, assignments, and viva voce. Students receive consistent evaluations regarding their academic performance.

External Assessment

The university prepares and publishes the schedule for the external examinations. Any alterations to the university program are communicated to students promptly. Students receive their Mark-Sheets at the conclusion of each semester.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/1.1.2-Curriculam-Planning-CIE-Academic-Calendar-Exam-TT-Sample-Website.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

14

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

12

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
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

1829

File Description	Documents
Any additional information	View File
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

Ethics in Professional Practice

The college is dedicated to its stakeholders; hence adherence to professional ethics and the code of conduct is paramount. The Grievance Redressal Cell and the Anti-Ragging Committee focus on sensitive matters with particular diligence. The existing curriculum encompasses fundamental professional ethical ideals in various courses.

Gender

The college advocates for gender justice in both admissions and employment practices. The 'Women Development Cell' conducts several programs. Gender-related courses constitute a fundamental element of numerous programs. Mandatory core courses, coupled with a diverse array of community engagement initiatives, foster understanding of gender equity.

Human values

Comprehension of human values facilitates knowledge of the link between the individual and the community, as well as the significant concepts, values, beliefs, and experiences that have influenced human existence.

Environmental Sustainability

Environmental Studies is a university-mandated subject designed to cultivate awareness and emphasize the significance of the environment among students. Courses, such as Green Computing, promote knowledge of environmental consciousness, solid waste management, green business practices.Students are encouraged to participate in various events that focus on a range of environmental and sustainability topics.

The college possesses an integrated waste management system and a rainwater collecting system on its campus.

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

477

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

1841

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	**A. All of the above**

from the following stakeholders Students Teachers Employers Alumni	

File Description	Documents
URL for stakeholder feedback report	https://phcasc.ac.in/wp-content/uploads/2023/12/1.4.1-Feedback-from-Stakeholders.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://phcasc.ac.in/wp-content/uploads/2023/12/1.4.2-Feedback-Process-updated.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

797

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

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

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

363

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

2.2 - Catering to Student Diversity

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

The college provides educational opportunities to students from various backgrounds by implementing several measures tailored to both slow and advanced learners. For slow learners, faculty members organize bridge courses and tutorials to support their learning process. The Choice Based Credit System (CBCS) offered by Mumbai University promotes a flexible learning structure, benefiting students at different levels. Additionally, orientation programs are held at the beginning of the academic year to establish a conducive learning atmosphere.

The Continuous Internal Evaluation (CIE) system uses assessments, projects, field visits, and discussions to monitor students' progress. The college also adopts the Trivariate Mentoring Model, where first-year undergraduate and postgraduate students are assigned to faculty members, who assess their progress through regular meetings. This system ensures that both slow and advanced learners receive individualized attention. A full-time Student Counsellor is available to address emotional needs and assist slow learners through psychological interventions.

For advanced learners, the college offers internships, access to research labs, support for research publications, and opportunities to present papers at national seminars. The Competitive Exam Cell also organizes workshops to assist students preparing for competitive exams. Slow learners benefit from peer mentoring, remedial teaching, language labs, and e-content resources.

File Description	Documents
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/2.2.1-Special-Programmes-for-Slow-and-Advanced-Learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1841	65

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

To enhance student learning and future growth, several initiatives have been introduced. The Choice Based Credit System (CBCS) allows students to select electives aligned with their interests, fostering deeper engagement. Mandatory internships enrich the curriculum for postgraduate and select undergraduate programs, providing real-world experience. Experiential learning is further supported through industrial visits, fieldwork, rural camps, and observance of national events.

The Career Counseling Cell offers workshops, lectures, and aptitude tests tailored to industry needs, guiding students in their career paths. Regular endowment lectures and seminars provide valuable insights and ideas for students to explore.

Additionally, add-on courses, certificate programs, and skill development initiatives reinforce students' knowledge, assist economically disadvantaged groups, and promote lifelong learning for individuals of all ages. A well-stocked library maximizes research potential, empowering students to make societal impacts or launch their own ventures. Mandatory research work at the postgraduate level enhances concept application, while specialized laboratories for sciences and languages support practical project development. Collectively, these measures create a comprehensive

educational environment, preparing students for future challenges and opportunities.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/2.3.1-Student-Centric-Methods-for-Enhancing-Learning-Experiences.pdf

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

At PHCASC, ICT-enabled tools are extensively used to enhance the teaching-learning process. Classrooms and laboratories are equipped with projectors, and high-speed Wi-Fi ensures seamless connectivity. Faculty members leverage various ICT tools, including Google Classroom for course management, Virtual Labs for simulations, and online drawing tools for student-centric activities. Animated PowerPoint presentations enhance engagement, while online environments focus on open problem-solving.

The media lab facilitates the creation of video lectures, which are uploaded for additional student resources. Lab manuals are distributed in advance to prepare students for experiments. Regular online quizzes and polls provide valuable feedback, and various online tools like Whiteboard and Jamboard support mathematical instruction.

The campus features essential ICT resources, including desktops, laptops, printers, multifunction devices, seminar rooms, a smart board, and a digitally equipped auditorium. Online classes are conducted via Google Meet and Zoom, supplemented by resources from MOOC platforms and a digital library.

Faculty utilize PowerPoint presentations, organize industry connect events, and prepare online quizzes using Google Forms. Video conferencing aids student counseling, while recorded video lectures offer long-term reference. Various online competitions and workshops utilize ICT tools to introduce students to the latest methodologies, further enriching their learning experience.

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

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

2.3.3.1 - Number of mentors

65

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

2.4 - Teacher Profile and Quality

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

65

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	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

8

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

254

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

2.5 - Evaluation Process and Reforms

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

As the college is affiliated with the University of Mumbai, it adheres to the university's guidelines for conducting examinations. A clear and efficient system for continuous monitoring and evaluation has been developed, ensuring that every student is informed about the evaluation process. The evaluation system comprises two main components: continuous internal evaluation and end-semester examinations. PHCASC has a dedicated Examination Cell responsible for managing both university and internal exams. This cell is divided into three sections: Examination, Records, and Administration. The Examination In-charge heads the cell, while the Chief Conductor, Joint Chief Conductors, Senior Supervisors, Junior Supervisors, and the Unfair Means Committee ensure the smooth conduct of university exams. Examination schedules are prepared by the Examination Cell based on the university's declared dates and are communicated to students and teachers in advance through email, official student

groups, the college website, and the Exam Cell notice board. The college has also implemented an online student portal where students can access their individual results. Internal assessments are conducted through in-sem exams, in line with university guidelines, supplemented by class tests, tutorials, assignments, projects, and presentations to enhance transparency in the assessment process.

File Description	Documents
Any additional information	View File
Link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/2.5.1-Mechanism-for-Internal-Assessment.pdf

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

Student-related examination grievances, such as corrections to grade cards, changes in names or spellings, updates of marks following revaluation, and pending results from lower semesters, are addressed promptly and effectively, with regular follow-ups to the university. An Unfair Means Committee has been established to address complaints from students or the examination administration concerning malpractices during exams. The committee's objective is to ensure fairness during both internal and external examinations.

The responsibilities of Unfair Means Committee include:

- **To report to the Joint Chief Conductor of any malpractice**
- **To complete all the necessary formalities for lodging a complaint**
- **To promote and maintain discipline in the college**

The college provides the option for revaluation of answer sheets as per guidelines from University of Mumbai.

Unfair Means Procedure –

1. In case of any malpractice, the institution has established policies to deal with the same in line with the University of Mumbai.

2. Unfair Means forms are to be submitted in the Exam Cell as evidence of any malpractice.

3. Unfair Means Committee sets a hearing panel for reported malpractices.

4. Hearing gives the student an opportunity to present his/her defense and the committee will decide upon the quantum of punishment.

File Description	Documents
Any additional information	View File
Link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/2.5.2-Grievances-Related-to-Examination.pdf

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.

The college adopts an Outcome-Based Education (OBE) approach, establishing Course Outcomes (COs) that outline the knowledge and skills students should acquire by the end of each course. Developed by course instructors in consultation with subject experts, these outcomes are uploaded on the college website. For courses with predefined outcomes from the University of Mumbai, instructors adopt those directly. COs are communicated to students during orientation, and each subject teacher maintains a teaching plan aligned with the cognitive levels of Revised Bloom’s Taxonomy.

COs are shared with students via official communication from program coordinators, while Program Outcomes (POs)—reflecting essential skills and knowledge for workplace success—are displayed prominently across the campus. Workshops and seminars are held to educate faculty on effective OBE implementation.

The institution employs a structured mechanism to communicate learning outcomes, including dedicating 1-2 hours for subject introduction at the semester's start, periodic observation and measurement of learning outcomes, and providing access to soft copies of curricula and learning outcomes through the college website and Google Classroom. The significance of learning

outcomes is emphasized in IQAC and staff meetings, ensuring all educators understand their importance. Additionally, mathematical scaling supports comprehensive understanding of core subject areas.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/2.6.1-PO-and-CO-Displayed-and-Communicated.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The attainment of Course Outcomes (COs) is assessed through both internal and external evaluations. Internally, student performance is measured via assignments, lab work, projects, and tests, though the assessment process varies across programs. The evaluation of CO-PO attainment follows a structured process:

1. **Define Program Outcomes (POs).**
2. **Define or obtain Course Outcomes (COs).**
3. **Map COs to POs.**
4. **Measure COs through assessments.**
5. **Create a CO attainment table using both direct and indirect assessment methods.**
6. **Develop a PO attainment table based on CO assessments.**

Internal attainment is calculated as the average of results from various assessment tools. Direct attainment combines internal and external results using the formula: Total Direct Attainment = 20% internal + 80% university attainment. Indirect attainment is measured through the Course Exit Survey (CES), with overall CO attainment comprising 20% indirect and 80% direct assessment.

PO assessment occurs at the end of each program, based on

cumulative CO attainment. This is typically evaluated institution-wide, with overall PO attainment calculated as 80% from direct assessments and 20% from indirect assessments, ensuring a comprehensive understanding of both course and program effectiveness.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/2.6.2-CO-PO-Attainment.pdf

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

416

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	https://phcasc.ac.in/wp-content/uploads/2024/10/Annual-Report-2023-24.pdf

2.7 - Student Satisfaction Survey

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

https://phcasc.ac.in/wp-content/uploads/2024/10/2.7.1-STUDENT-SATISFACTION-SURVEY.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

6.0 Lakhs

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

04

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.gehresearch.com/

3.2 - Innovation Ecosystem

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

The institution provides a robust ecosystem for research and innovations to encourage felicitate and regulate the intellectual creation and transfer of knowledge/ technology interns of design and utility patents. The R&D ecosystem of our institution encourages our students and faculty members to think innovatively and as a result, we have conducted four National conferences and the proceedings of the conferences have been published in ISBNs. To educate staff and students about patenting and conducting research, the Research and Development Cell has conducted a number of workshops on intellectual property rights and research methodologies. As a consequence, the faculty members' numbers of publications significantly increased at the college.

The college has the necessary infrastructure to conduct research at the institution premises. Students and faculty members use laboratories such as Chemistry, Physics, Information Technology & Research and Innovation Lab to comprehend their research and projects work. The library has purchased plagiarism checking software named 'Turnitin', a necessity to make our own research authentic and ethical. Library also has purchased a subscription of J-Gate (Largest E-journal Gateway) to provide free access to quality research papers. Research and Innovation Lab has been operational to facilitate innovations such as Patents, IPs, Copyrights. It has signed MoUs with the Dnyan Foundation, an NGO that focuses on innovation and inventions and GEH Research LLP for Patent and IP related work.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/3.2.1.pdf

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

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

17

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

3.3 - 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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

0

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

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

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

88

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Our institution has actively engaged in community extension activities, significantly impacting local neighbourhoods and fostering holistic student development. Through various committees like NSS, DLLE, WDC, ISR, and the Student Council, we've built strong connections with local communities, schools, and non-profits. Students participate in value education, focusing on social responsibility and awareness of issues affecting rural development. We have adopted five neighbouring villages—Majgoan, Karade, Parade, Wasambe and Gulsundhe to support community development .The initiatives include organizing awareness rallies on safe drinking water and health issues, conducting cleanliness drives under Swachh Bharat Abhiyan, and performing street plays on critical topics. We've facilitated tree planting, distributed clothes and hygiene supplies, and hosted a successful blood donation camp with the Rotaract Club. we promote education through weekly visits to ZP schools, offering tutoring and yoga sessions. Celebrating cultural events like Diwali in the villages and implementing initiatives under "Unnat Bharat Abhiyan" highlight our commitment. Overall, we conducted 125 community service activities through NSS and 15 programs by Youth Red Cross, effectively sensitizing students to social issues while enhancing community well-being.

File Description	Documents
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/3.4.1-Supporting.pdf
Upload any additional information	View File

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

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

04

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

52

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

1657

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

108

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

22

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

Pillai HOC College of Arts, Science, and Commerce:

Commitment to Excellence in Education

At Pillai HOC College, we prioritize delivering high-quality education through:

- Effective classroom teaching

- Interactive and vocational training

- Industry partnerships

- Advanced technical teaching aids

State-of-the-Art Infrastructure

Our institution boasts:

- ICT-enabled lecture halls (46)

- well-equipped laboratories (06)

- 1 spacious library (01)

- Dedicated training and placement office (01)

- First aid room and counseling center (01 EACH)

- Administrative office and principal's cabin

- Exam cells and assessment rooms

- Faculty rooms (05)

- Common rooms for boys and girls (01 Each)

- Conference halls (seating 193 & 225)(02)

- 1,200-seat auditorium

- Smart classrooms (02)

- Audio-visual rooms (02)

- Photocopy centers (02)

- Hospitality studies facilities (kitchen, restaurant, guest room, housekeeping lab, pantry)

Inclusive and Accessible Campus

Features for differently abled students and staff:

- Ramps

- Elevators

- Accessible toilets

Digital Learning

- Google Classroom

- Light board technology

Uninterrupted Learning

- High-capacity generators ensure continuous power supply

Empowering Students for Success

At Pillai HOC College, we foster a conducive learning environment, equipping students with knowledge, skills, and opportunities for excellence.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://phcasc.ac.in/about/infrastructure/facilities/

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

Our institution has strong emphasis on holistic development, including ample facilities for cultural activities, sports, games, and physical wellness.

Cultural Activities:

- **The institution hosts various cultural events throughout the academic year, providing platforms for students to showcase their talents in music, dance, drama, and other performing arts.**
- **Facilities include well-equipped auditoriums, stages, sound systems, and practice rooms to support rehearsals and performances.**
- **The Auditorium, located on the ninth floor is the epitome of spacious place that has an intake of around 900 people at one go.**

Sports and Games:

- **The college boasts extensive facilities for both indoor and outdoor sports and games, catering to a wide range of interests and preferences.**
- **Outdoor facilities may include sports fields for football, cricket, basketball courts, volleyball courts, and more.**
- **Indoor facilities may comprise spaces for table carrom, badminton, chess, and other indoor games.**

Gymnasium and Yoga Center:

- **The college prioritizes physical well-being by providing**

access to a fully-equipped gymnasium, enabling students to engage in strength training, cardio workouts, and other fitness activities under expert supervision.

Overall Atmosphere:

- The institution fosters a vibrant cultural and sporting atmosphere, encouraging students to participate actively in extracurricular activities alongside their academic pursuits.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://phcasc.ac.in/about/infrastructure/facilities/

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

46

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://phcasc.ac.in/about/infrastructure/facilities/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2115000

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

- **Name of ILMS software: Koha**
- **Nature of automation: Fully**
- **Version: 21.11.05.000**
- **Year of Automation: 2016**

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://phcasc.ac.in/about/infrastructure/library/

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	**A. Any 4 or more of the above**

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)

149867

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

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

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

230

File Description	Documents
Any additional information	View File
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

Pillai HOC College of Arts, Science and Commerce (PHCASC) is dedicated to providing quality education and maintaining a conducive learning environment for its students. An essential aspect of achieving these goals is ensuring that the college's IT facilities are up-to-date and effectively support the academic and administrative functions.

Objective:

This aims to outline the frequent updates and improvements made to the IT facilities at PHCASC.

Overview of IT Facilities:

PHCASC IT infrastructure, including:

- **Network Infrastructure: The college maintains a robust network infrastructure to support high-speed internet connectivity and data exchange across campus.**

- **Computer Labs: Multiple computer labs equipped with the latest hardware and software are available for students and faculty members for academic and research purposes.**

- **Server Systems: The college operates server systems to host various applications and services required for academic and administrative functions, ensuring reliability and data security.**

- **Digital Learning Resources: PHCASC provides access to digital learning resources, online libraries, and e-learning platforms to enhance the learning experience for students and faculty.**

Frequent Updates:

PHCASC regularly updates its IT facilities to:

- **Stay Current with Technology Trends**
- **Improve Performance and Efficiency**
- **Support Remote Learning**

PHCASC's commitment to regularly updating its IT facilities demonstrates its dedication to providing a modern and supportive learning environment for its students and faculty. By staying current with technology trends and addressing challenges proactively, the college continues to enhance its IT infrastructure to meet the evolving needs of its academic community.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://phcasc.ac.in/about/infrastructure/facilities/

4.3.2 - Number of Computers

273

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

7749675

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.

Repairs and Maintenance Procedure:

1. In-charges regularly inspect resources.

2. Designated Lab In-charges and Lab Assistants ensure:

- Maintaining registers.

- Procuring equipment and consumables.

- Infrastructure preparation.

- Smooth lab operations.

3. Report non-working equipment to the Principal.

College Infrastructure:

- Well-maintained computers, servers, routers, switches, and software.

- Student-computer ratio: 7:1.

- 500 Mbps internet bandwidth.

Library:

- Aesthetically pleasing and resource-rich.

- Library Committee headed by a senior Professor.

- Regular updates and protocols.

Sports Facilities:

- Well-equipped Gym.

- Sport Authority of India supported indoor and outdoor facilities.

- Qualified coaches.

By implementing this policy, Pillai HOC College of Arts, Science and Commerce ensures efficient resource management, supporting academic excellence and overall growth.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://phcasc.ac.in/about/infrastructure/procedure-policy-for-physical-facility-utilization/

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

32

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

1829

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://phcasc.ac.in/wp-content/uploads/2024/10/5.1.3-Capacity-Building-and-Skill-Development-Initiative.pdf
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

1354

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

1354

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

69

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

130

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

96

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

21

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

Our Institution's Student Council, Cultural Association and IQAC, have been instrumental in promoting cultural engagement and fostering community spirit throughout the academic year.

Notable events that were organised by the above mentioned committees throughout the year include the Freshers' Day held on August 12, 2023 and the Farewell Day on March 07, 2024, The Euforia Cultural Team with the Student Council, organised JALSA 2023 on October 20, 2023 celebrating the festival of Navratri and the talent of our students. Various other festive celebrations like Diwali Celebration on November 09, 2023 and Christmas Tree Decoration Competition on December 23, 2023, were also organised. The annual cultural fest 'EUFORIA,' was scheduled from February 01- 03, 2024, proved to be a grand celebration of student creativity and collaboration.

The Student Council, IQAC and the Faculty of Science organised multiple activities under the event "Science Insolito", including “Hopscotch”, “Hill climbing", and the "Magnetic Destination" on March 02, 2024.

The Student Council, IQAC and the Faculty of Commerce organised a series of co-curricular activities under the event “Commerce Insolito” such as “Kuch Toh Gadbad Hai”, “Karyaniti”. Similarly, the Faculty of Arts organised various competitions such as “Vlogging”, “Reel Making” and “Caption Writing” on March 09,2024.

File Description	Documents
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/5.3.2-Students-engagement-in-co-curricular-and-extracurricular-activities.pdf
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

63

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The registered Alumni Association of Pillai HOC College of Arts, Science, and Commerce (PHCASC) plays a vital role in fostering the development of the institution through various support services and financial contributions. The association organises timely Alumni Meets and guidance sessions that benefit current students and enhance their academic and professional growth.

Several impactful events were held, including an interactive session with alumni organised by the Faculty of Arts and the Internal Quality Assurance Cell (IQAC) on March 14, 2024. The Department of Chemistry hosted guidance sessions on August 31, 2023 and February 20, 2024, while the BSc Computer Science program

focused on conflict transformation strategies during its session on March 16, 2024.

Other noteworthy events included an alumni event discussing career pathways in Information Technology on January 19, 2024 and a session on excellence in Accounting and Finance for B.Com students on March 13, 2024. The M.Sc. Organic Chemistry alumni guidance session on April 8, 2024 and various talks for B.Com and BMS students further exemplify the association's commitment to student development.

These initiatives not only strengthen the bond between alumni and the institution but also empower students to navigate their future careers successfully.

File Description	Documents
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/5.4.1-Alumni-Contribution.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**D. 1 Lakhs - 3Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION:

The vision of the college is to provide education to all, irrespective of region, religion, caste, economic strata, and academic performance thereby becoming the real catalyst for change in society.

MISSION:

1. To ensure excellence in education by maintaining high standards

of teaching

2. To help the students enhance their skill-sets

3. To work for the personality development of the students

4. To inculcate in them scientific temper and civic sense

5. To provide the best infrastructure comparable to international standards.

The faculty members at our college are known for their proactive approach in every endeavor they undertake. They play an integral role in both academic pursuits and institutional decision-making processes. Aligned with our vision of 'Education for All,' our college diligently caters to the diverse needs and preferences of students from varied socio-economic backgrounds.

We prioritize the holistic development of both faculty and students through active participation in a range of orientation, refresher, short-term, and faculty development programs. These initiatives ensure that knowledge flows seamlessly between educators and learners, fostering a dynamic learning environment.

Our institution remains steadfast in its commitment to realizing its vision and mission. The dedication to this cause is evident in our past achievements, and we are resolute in continuing this trajectory in the years ahead.

File Description	Documents
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/6.1.1.pdf
Upload any additional information	View File

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

•Decentralization of Operational Autonomy within the Institutional Hierarchy:

i) The Principal serves as the chairperson of both the College Development Cell (CDC) and the Internal Quality Assurance Cell (IQAC).

ii) To ensure effective operations, the institution has established a committee comprising members of the governing body.

iii) Programme Coordinators and Department Heads are appointed to meticulously plan and execute academic activities within the institution.

iv) All faculty members participate in various statutory and non-statutory committees to ensure a balanced exposure to academic and professional development responsibilities. Statutory committees such as the IQAC, CDC, and Anti-Ragging Committee, alongside non-statutory committees like the Academic Calendar Committee, Time Table Committee, and Cultural Committee, are formed to uphold the institution's academic standards. Committee members provide suggestions and guidance for the seamless functioning of the college in academic matters.

v) Students and Alumni are also represented as members on governing bodies, Local Managing Committees, and other non-statutory committees within the institution.

File Description	Documents
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

During the academic year 2023-24, our college introduced a series of Program-specific Add-On Courses as part of our strategic agenda to elevate the quality and breadth of education. These courses were meticulously crafted to augment students' learning journeys by fostering a comprehensive learning environment. Our aim was to instill vital skills relevant to diverse career paths, thereby enhancing their employability prospects and equipping them with

essential life skills.

List of Add on Courses implemented during AY 2023-24:

1. Marketing on Digital Platform

2. Capital Markets and Indian Economy

3. Scientific and financial Data analysis

4. MongoDB -The Next Generation Technology

5. Bootstrap- Build fast and responsive website

6. Streamlit - A Faster Way to Build Web Apps

7. Fundamentals of Event Management

8. Fundamentals of Market Research

9. Logic in Logistics

10. Corporate Skills in Modern World

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/6.2.1.pdf
Upload any additional information	View File

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.

The governing body, headed by the Chairman and comprising fifteen members, including representatives from the management board, industry, R&D institutions, academia, and MES officials, oversees the institution. Reporting to this body, the Principal serves as the academic and administrative head, managing a hierarchical structure that includes Programme Coordinators, department heads, the Registrar, the Librarian, and other committee heads,

culminating in the Students' Council.

The Registrar leads the Administrative Department, overseeing functions such as finance, sports, maintenance, and hostel management, reporting directly to the Principal. The institute maintains a policy handbook accessible online, outlining institutional schemes, policies, and regulations, all aligned with the institution's vision and mission. Institutional planning is guided by this framework, ensuring coherence with established policies and schemes.

File Description	Documents
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/6.2.2.pdf
Link to Organogram of the institution webpage	https://phcasc.ac.in/about/organogram/
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 inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Our college provides valuable welfare schemes for both teaching and non-teaching staff, aimed at enhancing their work culture and efficiency.

Staff welfare measures:

1.Financial assistance to attend various professional development programmes.

2. Various leaves apart from casual, medical, maternity, additional and special leaves are granted on a case to case basis.

3. Employee Provident Fund for staff.

4. MES E-learning Studio and Infrastructural facilities like Gymnasium are available for staff.

5. Letter of appreciation and monetary incentives are given to the faculty members who complete PhD successfully.

6. MES credit cooperative society for teaching and non-teaching staff Faculty Performance

7. Flexi working hours to nursing mothers.

File Description	Documents
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/6.3.1.pdf
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

54

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

16

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

60

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

For faculty, a comprehensive Performa facilitates self-assessment to enhance teaching methods. Non-teaching staff undergo annual performance appraisal, evaluated across fourteen parameters for 150 marks. Corrective actions are initiated by the institution's head based on the appraisal, with appreciation letters for commendable performance and counseling sessions for those needing improvement, overseen by the principal.

The following are the criteria and their allotted marks -

1. Performance in lectures, seminars, tutorials, practical [60]

2. Imparting knowledge as per curriculum [20]

3. Use of participatory and innovative teaching-learning methodologies [50]

4. Examination work [25]

5. Co-curricular and extension activities [40]

6. Contribution to corporate life and management of the Institution [50]

7. Professional development [50]

8. Research and academic contributions assessment [150]

9. Research projects- sponsored projects and consultancy projects [55]

10. Completed projects quality evaluation [95]

11. Research guidance [45]

12. Training, courses and conference/ seminar/ workshops attended [55].

File Description	Documents
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/6.3.5.pdf
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

Pillai HOC College of Arts, Science, and Commerce conducts regular internal and external financial audits. The Finance and Accounts Committee, overseen by the institution's head, prepares the budget, incorporating inputs from program coordinators and reviewing previous expenditures. The proposed budget is presented to the governing body for approval. Upon receipt of various quotations, a comparative statement is prepared and sanctioned by the governing body. Additional funding requirements are addressed through consultation with the institution's head and management. Upon completion of budgeting and expenditure, details are submitted to the internal auditor for issuance of utilization certificates.

File Description	Documents
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/6.4.1.pdf
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)

3056404

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The college derives income from tuition fees, research grants, and infrastructure usage fees. To optimize financial resources, the Finance and Accounts Committee gathers estimated budgetary needs from all programs to prepare the annual budget. This budget statement is then presented for approval at the governing committee meeting. Regular audits of financial statements are conducted, and utilization certificates are provided to relevant authorities. The management has implemented a centralized policy for the procurement of common utility items and services such as stationery, printing, cleaning materials, and computers.

File Description	Documents
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/6.4.3.pdf
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

The institution would like to highlight the following two activities of the IQAC:

1. Vertical Mentoring

Our institution has implemented a holistic mentoring framework comprising Mentor-Mentee Mode and Peer Group Mentoring. Through vertical mentoring, senior students aid juniors in transitioning into higher education, delivering lectures on diverse subjects. This setup enhances communication skills for seniors and fosters

learning, interaction, and confidence-building for juniors. Faculty members select adept learners as mentors, resulting in enhanced student success rates and career advancement. Additionally, this program fosters a deeper integration of course content with personal aspirations, forging meaningful connections.

2. Research Platform for Students

Our Institutional Quality Assurance Cell (IQAC) and Research and Development Committee play pivotal roles in nurturing a vibrant research culture. Through initiatives like the Dr. APJ Abdul Kalam Students' Seminar series, Intellectual Property Rights seminars, and Research Methodology workshops, students are encouraged to cultivate research aptitude. The Institutions Innovation Cell (IIC) and Research Development Committee have notably increased patent filings among faculty and students while fostering entrepreneurship activities. Students' seminars have not only enriched academic pursuits but also contributed to personality development. In alignment with the National Education Policy (NEP) of 2020, our institution remains committed to fostering a robust research culture among both students and faculty.

File Description	Documents
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/6.5.1.pdf
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 College, facilitated by the College Development Cell and IQAC, consistently enhances the quality of the teaching-learning process. This is achieved through initiatives such as the development of e-classrooms as a digital endeavor, implementing a robust feedback mechanism, timely planning, and monitoring of the Faculty Handbook, and conducting academic audits for quality assurance.

The Internal Quality Assurance Cell (IQAC) has played a pivotal role in institutionalizing quality assurance strategies and processes. Emphasizing digital learning methods has been a key focus of the institution's teaching-learning approach. To

facilitate this, steps were taken to introduce e-learning resources, including providing institutional email IDs and passwords to all students and staff members to maximize connectivity and participation. Google Classrooms were established for each course, along with an e-library system. Faculty members contribute by uploading course materials such as e-notes, presentations, question banks, and videos to these platforms, accessible to students. Additionally, ICT-enabled classrooms and an A/V room facilitate e-teaching and learning methodologies, effectively integrating technology into the educational process. These efforts aim to streamline concepts and foster a seamless transition into the digital age of education.

File Description	Documents
Paste link for additional information	https://phcasc.ac.in/wp-content/uploads/2024/10/6.5.2.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://phcasc.ac.in/wp-content/uploads/2024/10/Annual-Report-2023-24.pdf
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

PHCASC prioritizes the safety and security of all, demonstrating an unwavering commitment to this responsibility. Gender equality initiatives are actively promoted through dedicated clubs, like Women Development Cell, NSS, Youth Red Cross, and Institutional Social Responsibility Cell.

Initiatives taken by college to ensure well-being of its community:

1. **CCTV surveillance**
2. **ID cards for all, strict security checks for outsiders**
3. **Counseling center for mentoring**
4. **A separate common room and washroom for both the genders, equipped with sanitary napkin vending machines.**
5. **Establishment of the above mentioned committees and Grievance Redressal Cell (CGRC).**

Activities:

1. **Yog Shivir on International Yoga Day with the Soroptimist Welfare Association on June 20, 2023.**
2. **World Suicide Prevention Day - Guidance Sessions: Strategies of Suicide Prevention and Mental Well-being; Creating Hope Through Action on September 11, 2023**
3. **International Day of the Girl Child - Guidance session: “Digital Generation Our Generation” on October 11, 2023.**
4. **Training programme on Prevention of Sexual Harassment on December 04, 2023**
5. **Child Marriage - Movie Screening on December 11, 2023**
6. **Seminar on Human Rights Violation and its Remedies on Human Rights Day on December 11, 2023.**

7. Minithon with the SWA on February 10, 2024.

8. A Workshop: “Exploring Mental Health of Females” on March 11, 2024 on International Women’s Day.

File Description	Documents
Annual gender sensitization action plan	https://phcasc.ac.in/wp-content/uploads/2024/10/7.1.1-Gender-Sensitization-Plan-23-24.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	https://phcasc.ac.in/wp-content/uploads/2024/10/7.1.1-Specific-Facilities-Any-Other-Relevent-Info.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	C. Any 2 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

PHCASC efficiently handles both degradable and non-degradable waste. Key initiatives and practices implemented by the college:

1. Waste Collection and Segregation:
    - The college has designated areas for the collection and segregation of solid waste.

- The campus generates approximately 50-60 kg of solid waste daily.
- Solid waste generated on campus is categorized into dry and wet waste, with the canteen producing the highest amount of waste.

2. Sewage Treatment:

- A sewage treatment plant is in place to manage and treat liquid waste, ensuring that it is processed properly before being released.

3. Environmental Initiatives:

- Tree plantation drive in partnership with the Patalganga River and Environment Conservation Charitable Trust.
- Students observed World Ozone Day to raise awareness.
- Regular paper bag distribution drives in nearby areas as a sustainable alternative to plastic.

4. Green Campus Efforts:

- “Green and Clean Campus” award for the academic year 2023-24
- Actively maintained clean and green campus, with students involved in planting saplings to enhance campus aesthetics and environmental awareness.
- Awareness campaigns are conducted to educate students, and staff on waste management, proper segregation practices, and the environmental impact of various types of waste.

Through these comprehensive measures, PHCASC demonstrates its commitment to effective waste management and environmental stewardship.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**A. Any 4 or all of the above**

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

7.1.5 - Green campus initiatives include

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

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	**A. Any 4 or all of the above**

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

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

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

In the Academic year 2023-2024, Pillai HOC College of Arts, Science, and Commerce demonstrated a strong commitment towards inclusivity, education, and cultural enrichment through various initiatives. The college's "Universal Access to Information" event on October 4, 2023, organised by the IT Club and IQAC, emphasised on diversity and cultural competence training. On the occasion of International Literacy Day an event was organised on September 08, 2023 .

International observances were marked by the “Books for Hope” activity on February 13, 2024, led by YRC, DLLE, and IQAC, which focused on global awareness and support.

Cultural and tribal awareness were celebrated through events such as the World Tribal Day, which included visits to tribal areas and support for education. Competitions like the 57th A.D. Shroff Memorial Elocution and the Business Plan Competition provided valuable platforms for public speaking and innovation. Additionally, the college engaged in a guidance session on September 11, 2023, and a tree plantation drive on August 9, 2023, reflecting its dedication to environmental and social responsibilities.

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

PHCASC is dedicated to promoting constitutional awareness and fostering responsible citizenship among students and employees through various initiatives. On October 19, 2023, DLLE and IQAC celebrated World Food Day, while Nutrition Week on September 5 saw the distribution of fruits to emphasize healthy eating. In recognition of World Suicide Prevention Day, the Soroptimist Welfare Association (SWA) and WDC hosted a session titled “Creating Hope through Action” on September 11, 2023.

In community outreach, ISR and IQAC visited Adivasi Pada for World Tribal Day on August 12, 2023, and Rajashray Old Age Home for National Nutrition Week on September 5. A First Aid Day session was held on September 12, 2023, marking International First Aid Day. Additionally, a Tree Plantation Drive took place on August 9, 2023, as part of the “Meri Mati Mera Desh” initiative.

The institution also celebrated significant days like International Literacy Day on September 8, 2023, and organized various events, including a seminar on UN Sustainable Development Goals on October 25, 2023. These efforts highlight PHCASC’s commitment to social responsibility, mental well-being, and environmental awareness, ensuring students engage actively with their community and constitutional rights.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://phcasc.ac.in/wp-content/uploads/2024/10/7.1.9-Constitutional-Obligations-Activities-Report.pdf
Any other relevant information	https://phcasc.ac.in/wp-content/uploads/2024/10/7.1.9-Constitutional-Obligations-Activities-Report.pdf

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	View File
Any other relevant information	View File

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

PHCASC in the academic year 2023-2024 was actively engaged in celebrating and organizing both national and international commemorative days, events, and festivals to:

1. **Raise Awareness: Educate about significant issues and topics.**
2. **Promote Values: Highlight ideals like equality, health, and peace.**
3. **Engage the Community: Foster collaboration and a sense of belonging.**
4. **Encourage Cultural Exchange: Share and appreciate diverse traditions and customs.**

This highlights our commitment to holistic education, cultural diversity, and community engagement, fostering a vibrant and inclusive environment where students and staff excel academically, socially, and culturally. Our institution has observed a wide range of significant days, including World Environment Day, International Yoga Day, Pi. Approximation Day, Kargil Vijay Diwas, International Plastic Bag Free Day, World Tribal Day, Independence Day, National Mathematics Day, National Nutrition Week, International Literacy day, World Ozone Day, International Day of older person, Gandhi Jayanti, Diwali, We also mark National Constitution Day, Community Service Day, Shivjayanti, National Science Day, Zero Discrimination Day, International Women's Day, Human Rights Day and World Health Day. These celebrations are designed to raise awareness and promote sustainability, gender

equality, health, and well-being among our students and faculty.

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	View File

7.2 - Best Practices

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

1. UN Sustainable Development Goals (SDGs) PHCASC is committed to integrating the 17 UN Sustainable Development Goals (SDGs) into its academic and extracurricular programs, fostering a culture of sustainability among students, faculty, and staff. In the 2023-24 academic year, the college launched several key initiatives, including a Sustainable Development Lecture Series featuring experts on each SDG, student-led projects focused on waste management and renewable energy, and the embedding of SDGs into diverse curricula. Additionally, campus sustainability measures were implemented to reduce carbon footprints and promote eco-friendly practices. Success was evidenced by increased student engagement, positive community feedback, and improved sustainability metrics. Challenges included limited resources for large-scale initiatives and resistance to behavioral changes regarding sustainability.

2. Comprehensive Mentoring Practices Pillai HOC College has developed a robust mentoring system designed to enhance student development through personalized guidance and peer support. The multi-tiered approach includes the Mentor-Mentee Mode (MMM), Mentoring through Peer Groups (MPG), and Vertical Mentoring (VM). This framework has led to high student satisfaction, improved academic performance, and strong faculty engagement. However, challenges such as limited faculty availability and variability in peer group effectiveness have been noted. Addressing these issues will be crucial for the continued success of the mentoring program.

File Description	Documents
Best practices in the Institutional website	https://phcasc.ac.in/wp-content/uploads/2024/10/7.2.1-About-Best-Prcatices.pdf
Any other relevant information	https://phcasc.ac.in/wp-content/uploads/2024/10/7.2.1-Best-Practices-Supporting-Docs.pdf

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

PHCASC's Outreach Program demonstrates our dedication to societal causes by aiding underserved communities through education, health-support, and social planning. Students are actively involved in these initiatives to equip them with essential life skills. We support the residents of Vanvasi Kalyan Ashram.

Various Outreach Programmes:

- **Visit to ZP Schools, Shivnagar-wadi and Mazgaon by Faculty of Commerce on February 13, 2024 and Programme of M.Com on November 11, 2023.**
- **The Faculty of Arts with the Patalganga Parivaran Trust, visited the Shishu Vikash School-Mohopada on March 05, 2024.**
- **The Programmes of IT, CS, DS visited the ZP School, Chambharli on February 14, 2024.**
- **The Programme of M.Com with NSS visited the Rajashray Old-age center Khane-Ambivali on April 20,2024.**
- **Observed Community Service Day on January 27, 2024 to support the residents of orphanage and old age homes.**
- **ISR and IQAC visited the Adivasi-Pada Parade on “World Tribal Day” on August 12, 2023.**
- **YRC and DLLE organized a book distribution at ZP Schools, Shivnagar-wadi and Mazgaon on February 13, 2024.**

- **DLLE and IQAC observed World Food Day on October 19, 2023, and Nutrition-Week by distributing fruits on September 5, 2023.**

- **The Faculty of Science on February 28, 2024 observed National Science Day.**

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

1. To planto attain permanant affiliation for all programmes (UG and PG) from University of Mumbai (Affiliated University) and 2 (f) and 12 (B) certification of the University Grants Commission

2. To ensure seamless implementation and smooth management of newly implemented NEP 2020 (UG and PG Programmes) by guidelines from University of Mumbai

3.To plan and implement academic autonomy in the institution across all streams

4. To establish and institutionaliseinstitutional outreach programmesas best practice aligning to SDGs byUnited Nations

5. To design and deliver Add-on/Certificate Programmes in all disciplines to foster holistic development of our students

6. To reinforce collaborations or partnerships with industries and other government or non- government organisations to improve their employability skills

7. To plan career counselling sessions and placement opportunities for students to pursue their career goals and skill enhancement

8. To organiseprofessional development programmes to facilitate up- gradation of knowledge of staff members

9. To plan conferences and research methodology events, for faculty members and students to accentuate research culture

10.To organise IPR related events to facilitate and guide patent-oriented research work

11. To ensure quality e-content creationby faculty members and access to the students through Lib-space, a digital platform forlearning resources, based on NEP 2020.

12. To conduct the process of qualityaudits, as a part of quality maintenance and enhancement in the institution.