



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		SRI AUROBINDO COLLEGE OF COMMERCE AND MANAGEMENT
Name of the head of the Institution		Dr. Marinal Gupta
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01612084226
Mobile no.		9779200133
Registered Email		saccm2004@gmail.com
Alternate Email		iqac.saccm2018@gmail.com
Address		Village Jhande, PO Threeeke, Ferozepur Road,
City/Town		Ludhiana
State/UT		Punjab
Pincode		142021

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		Self financed			
Name of the IQAC co-ordinator/Director		Meenu Gupta			
Phone no/Alternate Phone no.		01612804226			
Mobile no.		9878544224			
Registered Email		gupta.meenu08@gmail.com			
Alternate Email		iqac.saccm2018@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://saccm.in/new/wp-content/uploads/2019/09/SACCM_AOAR_2019_20.pdf			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		http://saccm.in/8483-2			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	3.02	2015	15-Nov-2015	14-Nov-2020
6. Date of Establishment of IQAC			15-Oct-2014		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
No Data Entered/Not Applicable!!!					

[View File](#)

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

IQAC has contributed in the following areas during 201819: 1. Strengthening the existing Feedback System IQAC proposed that there should be a comprehensive mechanism for collection and analysis of feedback from all the stakeholders viz. students, faculty, Parents, Alumni and employer. To this end, comprehensive feedback forms are designed and shared on college website. Broadly Feedback forms are divided into two categories: a. General Feedback b. Feedback on curriculum 2. Structured mentoring System To address the students' academic and non academic issues, IQAC suggested the introduction of a structured mentoring system. Accordingly, a formal student mentoring system was introduced. Under this system, college appoints one member of the faculty for every 3040 students as their Mentor. Further, each group assigned to mentor is sub divided into small groups of 810 students for better interaction. Also, it is mandatory to have one mentoring session for a small group of 810 students by each mentor every Saturday, hence covering the whole group of 3040 students every month. 3. Alumni Engagement: For strengthening the bond between the alumni and alma mater, Alumni interaction series was organized at the recommendation of IQAC. Also, to provide virtual Alumni engagement solutions to cater endtoend engagement needs of Alumni offices towards building a thriving Alumni Community, the college has already availed the services of Alma Shine an Alumni Relations Management Software. 4. Memorandum Of Understanding (MoU) with reputed institutions/ Organizations/Corporate Houses IQAC stressed the need for having MoU with institutions of higher learning as it will facilitate the exchange of ideas and

would be mutually beneficial. Also, the members of the faculty would be immensely facilitated and empowered to use the learning as teaching tools for the students. To this end, the college entered into a good number of MoU's during 201920 (For Details please refer 3.5.3) 5. Purchase of Laptops for the members of the faculty: Acknowledging the indispensable significance of use of ICT, the college implemented digitization and made its campus fully WiFi as the bandwidth of the internet connection increased from 16MBPS to 60 MBPS. Further to enable seamless digital communication between students and faculty and to make curriculum delivery more effective and productive during COVID19 pandemic, 31 laptops (Model HP 250 G7) along with digitizer tablets, headphones and other accessories were purchased and issued to members of the faculty. 6. IT Infrastructure: SACCM is coming up with modernized computer centre for students to carry on their college projects. In the new computer centre, print out facility will also be provided to the students along with Skill enhancement facility and other digital library facilities like INFLIBNET, National Digital Library. The process of installation of new computer centre has already been initiated and is expected to be complete by 202122. 7. Professional Development Training Programmes: As we know that faculty is the backbone of any educational institution therefore it was proposed by IQAC that Research Faculty Development Committee (RFDC) should work more rigorously to explore, plan organize workshops/ interactive sessions for enhancing the competence of the members of the faculty. Number of workshops/ training programmes/ interactive sessions were held for the benefit of teaching staff during 201920 (For details please refer: 6.3.2).

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

Plan of Action	Achivements/Outcomes
Entering into MoU's with reputed institutions/ Organizations/Corporate Houses	The college entered into a good number of MoU's during 2019-20 (For Details please refer 3.5.3)
Air conditioning of the campus	First phase of air conditioning of class-rooms is completed.
Introduction of M Com Course	SACCM has already applied to the Panjab University, Chandigarh for M Com course.
New value-added /short term certificate courses	Following courses introduced during 2019-20: a. 50 hours Digital Marketing Skills Development Course in association with AllSoft Solutions, Business Partner IBM. b. 40 hours course on "Data Analytics with R and Python" in collaboration with AllSoft Solutions, Business Partner IBM. c. Course on "Equity Portfolio Management" with ALPHABETA INC.
To issue laptops to all the members of the faculty.	31 laptops (Model HP 250 G7) were purchased and issued to members of the faculty.

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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="118 226 796 275">Name of Statutory Body</th> <th data-bbox="796 226 1476 275">Meeting Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="118 275 796 360">Sri Aurobindo Socio Economic and Management Research Institute</td> <td data-bbox="796 275 1476 360">12-Apr-2021</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Sri Aurobindo Socio Economic and Management Research Institute	12-Apr-2021
Name of Statutory Body	Meeting Date				
Sri Aurobindo Socio Economic and Management Research Institute	12-Apr-2021				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	25-Feb-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The college has a welldefined Management Information System (MIS). MIS Reports play a pivotal role in the continuous appraisal of the institution's systems. There are certain MIS Reports which are generated to facilitate the objective of apt appraisal and timely decision making by the College authorities i.e., the Principal the Secretary, Governing body, SACCM. Reports are generated for the Chairman and the College Governing Body to review the college performance in multifarious spheres. After the Mid Semester Test, MIS reports are generated to review the performance of the students that also serve as a basis for Parent - Teacher Meets (PTM) and Parent - Principal Meet (PPM). Such reports help in undertaking twodimensional analysis, first dimension dealing with comprehensive comparative analysis of its academic results with the leading colleges of Punjab University and the second, carrying out YoY (YearonYear) Growth of its own academic performance, etc. Name of Management Information System (MIS): iCloudEMS erp. The list of functional modules: a) Admission b) TimeTable c) Examination d) Leave Management e) Assignment f) Student Management g)</p>				

Employee Management h) Course Management i) Attendance j) Library Management k) Fees module l) Id Card Generation m) Proctor Module n) E learning CMS

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

SACCM's curricular aspects are regulated by Panjab University, as it is an affiliated institution. However, great care is taken to ensure that meticulous preparation comes before the implementation of instruction. The College has taken the following steps in this regard:

- Every semester's academic calendar is planned well ahead of time. The preparations for the following semester are done well in time, especially in terms of determining the number of teaching days, topic allocation, timetable finalization, teacher recruitment, and the availability of books and other academic and infrastructural resources.
- Purposeful allocation of subjects is done in a manner that in most of the classes the numerical subjects are taught in the classes during the morning time itself due to perceived high concentration during morning than in afternoon.
- Orientation sessions are organized for the newly appointed teachers to handle the curriculum, such as providing guidelines on formulation of teaching plans, term-wise division of the curriculum, question paper setting and evaluation parameters, training sessions for using the multimedia devices and apprising them of the rationale behind internet-based student information software i.e., iCloudEMS so that they can adapt themselves to the curriculum delivery mechanism of SACCM.
- To cater to intellectually heterogeneous student base, Bridge Classes are planned for the students who lag their peers due to diversity in their academic background or ability level.
- Lectures, interactive sessions, and workshops by illustrious academicians, practising managers, eminent academicians and alumni are held regularly to make the curriculum delivery more application oriented.
- Theme Based industrial visits are organized periodically for the students to offer an insight into the practical application of the curriculum studied in the classrooms.
- To meet the demands of curriculum of computer & IT related courses, the students are provided with the state of art computer lab with 30 workable machines with optimum configuration along WiFi/LAN access provided to students for effective curriculum delivery.
- Library and other e-learning facilities (such as INFLIBNET) are provided for efficient delivery of the curriculum.
- In addition to developing teaching plans, members of faculty use innovative teaching-learning methods viz. taking up problem solving case studies, role plays, Group presentations, intra and inter section subject quizzes.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction

No Data Entered/Not Applicable !!!

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	1. B Com (Finance and Marketing Hons.)	17/07/2019
Nil	2. BBA (Marketing Management & Human Resource Management)	17/07/2019

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Data Analytics	03/01/2020	11
Digital Marketing	22/10/2019	44
Equity Portfolio management	25/01/2020	16

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Project Report and Viva-Voce	74

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
SACCM has structural feedback system which has been implemented formally in the session 2019-2020. This standardized feedback system is a powerful tool for creating a healthy environment, increasing efficiency, productivity, and participation, and improving performance. The input is used constructively to ensure that more people are involved, that new information is adopted more

quickly, and that the working staff and students grow and develop. The feedback on curriculum is sought from following stakeholders: 1. From Students: Student feedback has a wide range of advantages that are not always known. Students have a comprehensive understanding of how their educational and motivational organizations operate. SACCM solicits input from students on a regular basis to enhance teaching efficiency, personnel growth, and infrastructure and other facilities. Student's feedback addresses various questions and important matters like depth of the course content including project work, applicability/relevance of curriculum to real life situations, learning value (in terms of knowledge, concepts, manual skills), clarity and relevance of textual reading material, relevance of additional source material (Library). 2. From teachers: Teachers are the most valuable members of our community. They offer students a sense of purpose, prepare them for success in the world, and motivate them to do well and excel in life. As a result, their feedback is important. Teachers systematic feedback covers important topics such as the course contents orientation toward skill generation in students, their ability to generate interest in students, the amount of practical work in the course to prepare students for field work or study, and the degree to which the course contents match the pupils previous understanding and knowledge, length of course contents regarding being covered in the stipulated period, quality of Course contents regarding their updated nature. 3. From Parents: Regular feedback is taken from the parents in which certain questions are asked from them to form better relationships and induce their involvement. Their opinions on important issues such as the importance of course content to the job market, the availability of course books and study materials on the market, the length of the syllabus that can be covered, the use of technology in course content, improvement in the overall personality of their wards, applicability of course contents to practical life, degree of comfort of their ward in coping up with the workload etc. are included in the feedback. 4. From Alumni: Alumni are seen as a valuable source of knowledge by the institution. Alumni input provides valuable insight into academic programs and student services. The importance of alumni input is to gain a better understanding of the overall picture in order to enhance students abilities. The feedback includes topics such as intellectual stimulation provided by the program and knowledge refreshment, promotion of entrepreneurship and start-ups and so on.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BBA	Commerce	218	583	217
BCom	Management	88	394	85
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	858	Nil	34	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
No Data Entered/Not Applicable !!!					
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

SACCM has a strong mentoring system in place which addresses the needs and requirements of students with varied scholastic levels and diverse career aspirations. SACCM mentoring system is designed to pair students with member of the faculty so that they can assist in well-rounded growth of the student. Mentor-Mentee sessions are organised on regular basis to identify and resolve the issues of the students pertaining to academic and non-academic matters during Covid-19 Pandemic situation. Every mentor is allotted with 30 to 40 students. Further to strengthen this mentoring system, now it has been made mandatory to have one mentoring session (through virtual mode) for a small group of 8-10 students by each mentor, hence covering the whole group of 30-40 students every month. The assigned mentor plays an important role in helping troubled students to cope with curricular, co-curricular and personal problems by balancing their professional goals with their personal lives and to give emotional encouragement during challenging times. The management of mentor-mentee system is done using proctor module in icloudemsERP that provides mentor detailed access to mentee's basic information like attendance, academic performance etc. In addition crucial role is played by Class in-charges because on the basis of academic and general behaviour, meritorious and weak students are identified. Special remedial and merit classes are planned to guide the students in improving their performance. Further to assist the students in resolving problems related with the academic, psychological, behavioural fragment of the students - the college has full-time professional counsellor to offer psycho-social guidance to students - who conducts counselling sessions so that the college is able to provide support to the students in attaining excellence in academic and non-academic fields. For all major college events like Mettle, Cultural Fest, Model United Nations (MUN), Inter Section Subject Quiz, etc., student organizing committees are formed who are directly mentored by their teacher facilitators. Since the BBA 6th semester students are required to submit a research project as part of their curriculum they are mentored by the teachers.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
858	30	1:29

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
34	34	4	Nill	8

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BBA	BBA	6 SEM	30/09/2020	08/10/2020
BBA	BBA	5 SEM	19/12/2019	16/01/2020
BCom	BCM	6 SEM	30/09/2020	21/10/2020
BCom	BCM	5 SEM	24/12/2019	07/02/2020

[View File](#)

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

Evaluation during Covid-19 Pandemic- The widespread growth of Covid-19 forced massive closure of colleges and universities around the globe, the world was in the middle of the learning crisis that threatened the efforts to build human capital. But with the vision to provide a learning opportunity and not deprive any student, SACCM took the initiative and made the teaching-learning process more effective by shifting from offline to online mode. The college created virtual classrooms, through Microsoft Teams, for live interaction with its students. Mid Semester Tests of the college were also conducted through online mode for the session 2020-21, which was a major reform, introduced during Pandemic situation. 1. Question Paper Setting based on Bloom's Taxonomy- SACCM has regularly been following the practice of setting question papers based on Bloom's Taxonomy with the objective to evaluate the analysis, synthesis and problem-solving skills of the students. Furthermore, to cope up with the challenges posed by the pandemic, SACCM adopted a comprehensive MCQ based evaluation system. 2. Intra Section and Inter Section Subject Quiz- Subject quiz is a significant part of SACCM's Teaching Learning Model and is conducted at regular intervals for the quick assessment of the students' classroom learning. Virtual ISSQ was conducted at the end of year 2020. 3. Result Analysis-Thorough result analysis is conducted every year to evaluate the performance of college students in the university exams viz-a-viz students of other colleges and to identify the areas or subjects requiring improvement.

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

The Academic Calendar, a systematic schedule of important dates and significant events for the year, serves as an important planning document for the College. Academic calendar is planned well in advance to bring efficacy in its' teaching-learning and evaluation processes. The calendar specifies the tentative schedule of admission dates, commencement of session, details of teaching days, examination schedule, co-curricular activities, holidays and other important events. University's academic calendar is strictly adhered to while chalking the comprehensive and detailed academic calendar of the college. The date sheet for the MSTs is planned almost one month in advance to give sufficient preparation time to the students. Further, academic calendar helps in effective scheduling of classroom teaching and other co-curricular activities, thereby identifying total number of effective teaching days. Since the college lays great emphasis on the holistic development of the students, a number of non-scholastic activities like sports, excursion tours, cultural fest, NSS, independent thinking exercises, etc. are planned in addition to scholastic activities like classroom lectures, industrial visits, extension lectures, Inter Section Subject Quiz (ISSQ), examinations and goal setting programme. Thus, scrupulously planned academic calendar facilitates in hauling out the

college activities in an efficient manner and at the same time provides ample prospects for the well-rounded development of the students. Weblink:
<http://saccm.in/8483-2>

2.6 – Student Performance and Learning Outcomes

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

<http://saccm.in/?p=337>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BBA	BBA	MANAGEMENT	74	74	100
BCM	BCom	COMMERCE	207	207	100

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2.7 – Student Satisfaction Survey

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

<https://saccm.in/wp-content/uploads/2021/08/Question-6.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Webinar on Cyber Security and Data Protection	Commerce and Management	20/11/2020
Webinar on topic "Strategic Innovation"	Commerce and Management	30/10/2020
Webinar on Teaching in Virtual Classrooms	Commerce and Management	16/07/2020
Webinar on Digital Transformation of Higher Education in India under the aegis of Ministry of Human Resource Development, New Delhi.	Commerce and Management	18/06/2020
Webinar on the topic A Hands-on Approach for	Commerce and Management	24/05/2020

Developing e-Content by Prof. (Dr.) Vishal Kumar, Dean Research Director, School of Management, Maharaja Agrasen University, Himachal Pradesh.		
Session on Plagiarism by Dr. Tejinderpal Singh	Commerce and Management	08/01/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
1	Entrepreneurship and Incubation Cell (E-Cell) of SACCM set up in collaboration with IIT Ropar Technology Business Incubator Foundation	Nil	Nil	Nil	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce and Management	1	Nil
International	Commerce and Management	26	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference

Proceedings per Teacher during the year

Department	Number of Publication
Commerce and Management	7
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Evaluation of behavioral biases affecting investment decision making of individual equity investors by fuzzy analytic hierarchy process	Jinesh Jain	Review of Behavioral Finance	2019	11	Sri Aurobindo College of Commerce and Management	6
Evaluation of behavioral biases affecting investment decision making of individual equity investors by fuzzy analytic hierarchy process	Sanjay Gupta	Review of Behavioral Finance	2019	11	Sri Aurobindo College of Commerce and Management	6
Prioritizing the preference of factors affecting the mobile network selection: A combination of factor analysis	Sanjay Gupta	Journal of public affairs	2019	1	Sri Aurobindo College of Commerce and Management	Nil

and best worst method						
Prioritizing intentions behind investment in cryptocurrency: a fuzzy analytical framework.	Sanjay Gupta	Journal of Economic Studies	2020	4	Sri Aurobindo College of Commerce and Management	1
Prioritizing intentions behind investment in cryptocurrency: a fuzzy analytical framework.	Swati Gupta	Journal of Economic Studies	2020	4	Sri Aurobindo College of Commerce and Management	1
Identifying sustainability drivers in higher education through fuzzy AHP	Sanjay Gupta	Higher Education, Skills and Work-Based learning	2020	3	Sri Aurobindo College of Commerce and Management	1
Identifying sustainability drivers in higher education through fuzzy AHP	Jinesh Jain	Higher Education, Skills and Work-Based learning	2020	3	Sri Aurobindo College of Commerce and Management	1
Identifying sustainability drivers in higher education through fuzzy AHP	Dr. Ajay Sharma	Higher Education, Skills and Work-Based learning	2020	3	Sri Aurobindo College of Commerce and Management	1
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Consumer	Marinal	Internat	2019	17	Nil	Sri

-Complainant's Contentment with Reference to Performance of Consumer Dispute Redressal Machinery	Gupta	International Journal of Recent Technology and Engineering				Aurobindo College of Commerce and Management
It is not an investment if it is destroying the planet: A literature review of socially responsible investments and proposed conceptual framework	Pooja Mehta	Management of Environmental Quality	2020	33	3	Sri Aurobindo College of Commerce and Management
Security perception of e-banking users in India: an analytical hierarchy process	Sanjay Gupta	Banks and Bank System	2020	14	3	Sri Aurobindo College of Commerce and Management
Security perception of e-banking users in India: an analytical hierarchy process	Mahesh Kumar	Banks and Bank System	2020	14	3	Sri Aurobindo College of Commerce and Management
A HYBRID MCDM APPROACH FOR EVALUATING THE FINANCIAL PERFORMANCE OF PUBLIC SECTOR	Sanjay Gupta	International Journal of Business Excellence	2020	16	3	Sri Aurobindo College of Commerce and Management

BANKS IN INDIA							
A HYBRID MCDM APPROACH FOR EVALUATING THE FINANCIAL PERFORMANCE OF PUBLIC SECTOR BANKS IN INDIA	Jinesh Jain	International Journal of Business Excellence	2020	16	3	Sri Aurobindo College of Commerce and Management	
Evaluation of behavioral biases affecting investment decision making of individual equity investors by fuzzy analytic hierarchy process	Jinesh Jain	Review of Behavioral Finance	2019	10	13	Sri Aurobindo College of Commerce and Management	
Evaluation of behavioral biases affecting investment decision making of individual equity investors by fuzzy analytic hierarchy process	Sanjay Gupta	Review of Behavioral Finance	2019	10	13	Sri Aurobindo College of Commerce and Management	
Prioritizing the preference of factors affecting the mobile network selection: A combinat	Sanjay Gupta	Journal of public affairs	2020	18	Nil	Sri Aurobindo College of Commerce and Management	

ion of factor analysis and best worst method.						
Personal values as drivers of Socially Responsible Investments - a Moderation analysis	Pooja Mehta	Review of Behavioral Finance	2020	10	Nil	Sri Aurobindo College of Commerce and Management

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	30	30	1	32
Presented papers	2	Nil	Nil	Nil
Resource persons	Nil	4	1	3

No file uploaded.

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Eye Check Up Camp	The NSS team in collaboration with Sohana Hospital	3	140
Road Safety and Traffic Awareness Session	The NSS team in collaboration with Bhavya Dev NGO	3	3
Blood Donation Camp	The NSS Team in collaboration with Blood Sewa Social Welfare Society	3	118
Declamation Contest on Hero of India	The NSS Team with JCI India (Junior Chamber International) - NGO	3	24
Cleanliness Drive- Seminar on Climate Change	The NSS Team in collaboration with EcoSikh - NGO	3	42
Session by Women	The NSS Team with	3	12

Entrepreneurs and Training Session for Self-defence	JCI India (Junior Chamber International) - NGO		
10 K Run	NSS Team with Clean and Green Ludhiana	3	39
Let Me Breath Campaign (Green Diwali Awareness Campaign)	The NSS Team in collaboration with EcoSikh	3	14
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachhata Pakhwada under "Swachh Bharat Mission"	NSS Unit, SACCM	Cleanliness drive in slum areas	3	22
Swachhata Pakhwada under "Swachh Bharat Mission"	NSS Unit, SACCM in collaboration with Eco-Sikh Organization	Expert talk on "Cleanliness and Hygiene"	3	150
Gender Equity Promotion programme	Women Development Cell of SACCM	Expert Talk on "Women Property Rights vis-a-vis Hindu Law"	2	100
Gender Equity Promotion programme	Women Development Cell of SACCM	Expert Talk on 'Women Rights in India: Constitutional and Legal Framework	2	90
Climate change and clean air	The NSS Team in collaboration with Eco-Sikh Organization	Cleanliness Drive	3	42
NSS Camp	Fire Brigade Station,	Fire Safety for both the	3	45

	Ludhiana.	genders		
Swachhata Pakhwada under "Swachh Bharat Mission"	NSS Unit, SACCM	Nukkad Natak " Maa Dharti Ki Suraksha"	3	22
Intra College MUN Conference	SACCM	Recognition and Protection of Rights of LGBTQ Community	2	167
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Webinar on Global Management Education in Post Covid-19 Era	190	Sri Aurobindo College of Commerce and Management	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
IIT Ropar Technology Business Incubator Foundation	09/06/2020	Purpose: To foster entrepreneurship in the state of Punjab by jointly working towards facilitating young students of both institutes/ early stage start-ups, who have exhibited strong entrepreneurial interests and to provide them opportunity to furthe	301

AlmaShines Technologies Pvt. Ltd.	10/07/2020	Purpose: To Offer services in the form of an online platform to help the college connect and engage Alumni.	641
DSB Edutech Pvt. Ltd	02/06/2020	Purpose: For advancing their mutual interests of SACCM and DSB EduTech Pvt. Ltd., which is an online career management platform which integrates various services in the areas of Education, Skill Development and career Management. The entity has two p	98
TOPXIGHT Research Labs (India) pvt. Ltd. ALPHABETA Inc. and NSE Academy Ltd.	13/12/2019	Purpose: To run ALPHABETA courses among the students at scale. Activities: Certificate Course on Equity Portfolio Management	16
Bulls Eye Knowledge System Pvt. Ltd.	10/04/2020	Purpose: To provide complementary access to its campus placement and training program 'Spruce'.	557
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
36	5.38

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
E-Granthalaya	Fully	3.0	2014
ICloudEMSerp	Fully	7.1.1	2019

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	95	1	16	2	0	5	0	16	58
Added	31	0	44	0	0	0	0	44	30
Total	126	1	60	2	0	5	0	60	88

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

60 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
119.25	77.21	59.76	41.95

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

1. Standard operating practices (SOPS) for Library Book collection is a scientific and continuous process, wherein new books are added to the library stock and obsolete ones are written off. For this purpose, the College has an extensive SOP, as per which Library Committee comprising three faculty members and librarian is constituted for a term of three years. Issues such as weeding out of old titles, schedule of issue/return of books etc. are chalked out by such committee. As per SOP norms, the librarian is entrusted with the task of purchase and processing of books (in consultation with the members of faculty), maintaining a record of utilization pattern, informing all the stakeholders about new arrivals via notices and e-mail, annual physical verification of the library stock, write-off of books which have become obsolete due to change in law or statistical data and subscription and renewal of various journals. The College library is fully automated computerized it is equipped with E-Granthalaya and IcloudEMSerp software. Library is equipped with two computers, connected with LAN, which are open for the usage of students as per their convenience. Paid photocopy facility has also been provided in the library.

2. SOP for IT department To ensure that the College remains equipped with desirable technology supporting teaching processes, a comprehensive purchase and maintenance system is in place. IT committee, comprising 2 faculty members and IT in charge is responsible for purchase, replacement, up-gradation and maintenance of IT equipment software, and other related accessories. Free Wi-Fi facility is available in the college for students and staff

3. SOP for the Procurement of Sports Material Besides scholastic activities, the College focuses on fitness of the students. To purchase the sports material, meeting the quality specifications at the best possible price, quotations are called for. Director Physical Education (DPE) is responsible for preparation of sports calendar and sports budget in consultation with other faculty members.

4. SOP for the Purchase of Stationery Material To ensure timely delivery of the required stationary items from the supplier, a committee (comprising Office Superintendent and One faculty member) constituted by Principal identifies the stationary items required for the college.

5. SOP for college tours and trips To augment student's learning beyond the classrooms, the College organizes various educational and adventure trips, training camps and industrial visits. It describes tasks to be undertaken by tour committee in the planning and preparation of tours and trips.

6. SOP for administrative printing work An independent committee constituted by the principal, in consultation with activity In-charges, identifies printing requirements for Prospectus, in-house publications, Answer sheets, Question Papers, Attendance registers etc.

7. Estate officer and his team are involved in regular maintenance of civil works such as furniture repairs, masonry and plaster works, painting, carpentry, plumbing and housekeeping.

8. the College outsources the following AMCs:

- Annual Pest Control Service Contract
- Fire Systems Maintenance
- Annual Maintenance of CCTV cameras, generators, air conditioners and water purifiers
- Maintenance of UPS
- Water Tank cleaning

<https://www.icloudemserp.com/saccm/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Scholarship Scheme for Meritorious students of Economically weaker section of society	19	733420
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Meditation as a part of Time Table	17/07/2019	286	SACCM
British Parliamentary Debate(BPD)	15/01/2020	32	SACCM
MUN	08/09/2019	180	SACCM
Paper Speaking Programme (PSP)	17/07/2019	290	SACCM
Digital Marketing	20/09/2019	44	SACCM in association with AllSoft Solutions (Partner with IBM)
Equity Portfolio Management	25/01/2020	16	SACCM in association with Alphabeta INC
Data Analytic Course with R and python	03/01/2020	11	SACCM in association with AllSoft Solutions (Partner with IBM)
Paper Reading Competition (SABA)	16/08/2019	20	SACCM
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed

No Data Entered/Not Applicable !!!

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Mettle: Marketing Fest	College level	119
Independent Thinking Exercise	College level	37
Model United Nations Exercise	College level	180
British Parliamentary Debate	College level	32
Declamation Contest	Inter College Level	13
Video making on awareness regarding COVID	Inter College Level	7
Essay writing	Inter College Level	13
Poster Making	Inter College Level	13
Poster Making Competition on Death	College Level	20

Anniversary of Sri
Aurobindo

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

SACCM Student Council was formed with the objective of creating effective management competencies in terms of developing administrative and leadership skills amongst their students. It comprises of student coordinators of various activities, who are selected by the faculty coordinators of various activities. Their selection is done on the basis of their aptitude and their past experience for coordinating such activities. The selected members of the council help the faculty coordinators in organizing and coordinating respective college activities or events. The various activities or events carried out at SACCM include Public Speaking, NSS activities, College Magazines, Administrative events like Annual Prize Distribution and Convocation Function, Sports activities, Freshers' and Farewell parties, Cultural Fest, Youth Festival, Tours and Travel, Wall Magazine, Discipline, Anti ragging cell activities, Career Guidance and Placement related activities, Mettle fest, independent thinking exercise and the like. The details about selection, constitution, activities and funding have been discussed below: 1. Selection: The selection of students in the council is done while keeping in mind the factors like student's capability, experience in coordinating college events and some previous record of success in performance of similar activity. To elaborate further, the selection of student in the council is based upon following parameters: a. His/ her aptitude in running a particular activity b. His/ Her experience in coordinating various elements of the activity c. A reasonable level of his/ her previous achievement in the activity d. His/ her potential in leading the administrative functions of the College. As an endeavour to motivate the students excelling in academics in University results, from the session 2019-20, they are also a part of SACCM student council as a means of rewarding their exceptional achievements in academics. 2. Constitution and Activities: There are total of 72 students who are members of student council. The number of Student Coordinator varies for each activity. The activities or events wherein the workload or student involvement is more, require the more number of Student Coordinators and vice versa. The following table indicates the required number of Student Coordinators for various college activities: Activities Number of Student Coordinator Public Speaking 6 NSS 6 (3 girls and 3 boys) College Magazine 2 (Chief Editors) Administrative Functions (Annual Prize Distribution and Convocation) 6 Sports Activities 4 Social Events (Fresher and Farewell) 4 Cultural Fest 2 Youth Festival 3 Tours and Travel 4 Wall Magazine 4 Discipline 15 Anti-Ragging committee 4 CGPC 3 YEN 1 Mettle 3 Independent thinking exercise 1 Academics 24 Activities undertaken by the Council: Periodic meetings are organized for the student council that help College management to finalize certain students' related decisions like implementation of the College Uniform, adding or changing any College event, celebration of any festival etc. 3. Funding: The working of the Students

Council does not involve any major finances. Still, whenever the demand for funds arises, the same is provided by the college itself.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni are the brand-ambassadors of the institution to the outside world. Their success and achievements represent concrete outcomes of efforts put in by the faculty and management of the institution. These associations now are considered as an important aid for professional development rather than just a reunion organiser. SACCM has a registered Alumni Association with the name of 'SACCM Alumni Association'. It was registered on 13th October, 2014. The association was formed with the objective for upholding and expanding the growth of the college. And the Alumni Association of the college is working diligently to achieve the said objective. Executive Committee is responsible for the planning and implementation of various activities undertaken by the association. It consists of following members: 1. President 2. Vice President 3. General Secretary 4. Treasurer 5. Public Relation Officer 6. Members (Three) Several activities are carried out by the members of the association which include organizing the alumni meet, providing financial assistance to the Association, sharing their hands on experience with the students etc. Following are the ways in which Alumni contribute: 1. Alumni are our brand ambassadors and they have been instrumental in building good reputation for the college in the society through word-of-mouth publicity. There has been a trend of alumni's kin seeking admission in the college every year which itself speaks in favour of the fact that the college alumni have been contributing a lot towards image building of the college. 2. It has been observed that majority of our students come from the business families. The college alumni have been helping in organizing industrial visits to different industrial organizations for providing diverse practical business exposure to young SACCMites. 3. The college invites its University Gold Medalists and Top University Rank holders from pass out batches to share academic and personal tips to the potential achievers of the on-going batches in order to guide and motivate them and show them what path, means and ways they had followed for reaching the glorious title of becoming the University Gold Medalists. 4. Well placed alumni are invited by the college to address the students and share their industry experience and provide career guidance to the present students. 5. Alumni Association of the college provides financial assistance and scholarships to needy and deserving students. 6. SACCM Alumni Association has been able to generate a brain bank of the professionals from amongst its members which helps the college in organizing various extension lectures related with different subjects.

5.4.2 – No. of enrolled Alumni:

641

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings- 04 Activities - 09

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

words)

Efficient functioning of an institution immensely depends on effective participation of all its stakeholders at all levels of its working. Considering this, decentralization and participative management is there at four levels is done as explained further: The Governing Body comprising erudite academicians, professionals and eminent industrialists with rich experience exists at the top level to provide overall guidance to the people in the next two levels. Besides monitoring the performance and then mentoring, all decisions of strategic importance like starting a new course, amending faculty development policy, and adopting a new faculty appraisal system, etc. are taken by the Governing Body after due consultation with the people at next levels. At the second level, Governing Body give directions and guidance to the Principal to implements the decisions taken by it. At the third level, the College has constituted committees comprising faculty members and non-teaching staff viz: • Discipline Committee • Library Advisory Committee • Internal Complaint Committee • Grievance Redressal Cell • Research and Faculty Development Committee (RFDC) • Anti-Ragging Committee • Women Development Cell • Tours Travel Committee • Budget Committee • Admissions Committee In order to empower the committee members and let them steer their committees themselves, the members are entrusted with independent responsibility of their respective committees. Considering the broad strategy guidelines outlined by the management for the respective areas, every committee aims at working with efficiency and bring effectiveness in their respective domain. Moreover, faculty is fully involved in most of the administrative operations like Examinations, Faculty Development Programs, Budgeting, Transportation Facility, Library etc. Like in the budget finalization process, for various revenue and capital works, suggestions are sought from various activity coordinators. The members of the faculty having specialization in accounting procedures are involved in checking and signing of the financial instruments. They not only participate in the designing of prospective budget proposals, but also take active part in the discussions when the approval for the same is sought from the competent authority. On similar lines, RFDC independently selects the theme for a research/training workshop, shortlisting the resource persons/subject experts themselves before the final approval by the principal. The Admissions Committee of the college undertakes the task of inviting applications, scrutinizing them, preparing the Merit lists as per the guidelines of the affiliating university and college SOPs. Admission counselling, verification of documents etc. are undertaken by the admission committee as per the delegated roles. Similar decentralization of task could be seen in other activities as well. The students are placed at the fourth layer of the chain of delegation through the platform of student council. The council is constituted in the start of the session and comprises of bright and actively participating student representatives or those who have exhibited potential or shown keen interest in any activity. Suitable responsibilities are delegated to them and they are consulted on relevant issues from time to time to have their active representation in planning/execution of any activity through the student organizing teams.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Being an affiliated college, SACCM has to adhere to the curriculum prescribed by the affiliating

university, nonetheless brainstorming sessions are held frequently to discuss about curriculum enrichment and the new and improved means of effective curriculum delivery.

Teaching and Learning

a) In-house reinventions with respect to Teaching - Learning Processes. Through brainstorming sessions, the faculty planned and executed the innovative ways to deliver syllabi through the use of reliable e-resources and effective platform for imparting lectures through online platforms during the pandemic and lockdown. b) Finding best teaching pedagogies being practiced at academically renowned educational institutes. c) Passing on the knowledge to the members of the faculty about the emerging tools of teaching and new teaching practices in order to bring in more teaching effectiveness. d) Organizing Formal Revision/ Remedial classes after completion of syllabi

Examination and Evaluation

a) Laying down the benchmarks and continuously upgrading the examination and evaluation systems so as to gradually enhance the level of academic standard. b) In its' house examinations, the question papers are set in such a way, which requires utilisation of higher order thinking skills of the students. Moreover, uniformity is ensured in evaluation through development and sharing of marking scheme among the subject teachers.

Research and Development

a) Promoting and facilitating research culture by providing requisite institutional support. In this direction, besides keeping good journals and other necessary resources in the library, participation of members of faculty in workshops and other development programmes is encouraged. Financial support is also provided for participation in such programmes. b) To upgrade the knowledge of the members of the faculty in research methodology, workshops organized for new and emerging statistical techniques and tools by obtaining services of experts from the field. Like a Panel Data workshop and international seminar and webinars were organized during this period.

Library, ICT and Physical Infrastructure / Instrumentation	a) Continually enriching the Library resources with latest and contemporary content. b) Providing user friendly 'Ease of Access to Library Resources' via iCloudEMS software. c) Upgrading the existing infrastructure (both physical and ICT) making the requisite additions to the existing infrastructure to facilitate and promote teaching - learning processes.
Human Resource Management	a) Empowering members of faculty through delegation of authority and providing sufficient operational autonomy b) Providing ample opportunities to faculty for their growth and professional development c) Creating a congenial organisational environment contributing towards their satisfaction. Through decentralization, the members of the faculty are given adequate operational autonomy, which in turn help them in developing managerial and interpersonal skills.
Industry Interaction / Collaboration	a) The College has kept the leading industrialists in the College Governing Body and in turn, the College takes their inputs about internships and other academic matters. b) Inviting the speakers/ industry experts from the parent Corporate as well as other industries on the basis of inputs received from different stakeholders. c) Collaborations in the form of MOUs are undertaken to supplement enhanced learning.
Admission of Students	a) Admission process has been automatized and made online. b) Reviewing students' profile on the key parameters of demographics, socio - economic background, educational background and sports and extracurricular interests.

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

E-governance area	Details
Planning and Development	All curricular and extracurricular activities in the college are planned well in advance at the beginning of academic session. The plan is formally encapsulated in the document called 'Academic Calendar' and is shared with the members of the faculty and staff through email. Similarly, another plan called 'Annual Duty Chart' describing specific duties to be performed by the members of the faculty and staff, is

	<p>prepared and circulated to the concerned through email.</p>
<p>Administration</p>	<p>i. The iCloudEMS ERP provides a comprehensive system of handling the Admissions, Fee collection, Leave management of staff. Leave management system of the members of the faculty and staff has been shifted to colleges education management software named iCloudEMS, where various types of leaves are assigned to each member as per the leave policy. The process of leave management (from application of the leaves and its approval by the concerned authority) is managed electronically via iCloudEMS ERP. New e-leave management system has eased, simplified, and expedited the whole process, saving substantial time of everyone for other productive assignments. ii. The college has been exploring some new ERP solutions to shift to an advanced system to make its e-governance even better.</p>
<p>Finance and Accounts</p>	<p>The College diligently plans and forecasts its expenses for the next financial year, and prepares its Annual Revenue and Capital budget accordingly. Once the Annual budget is approved, expenses are monitored against the budgeted amount on quarterly/half yearly basis. To ensure the budgetary control, every quarter/half year, the report describing budgeted versus actual expense and expected expenses to be incurred in the future is prepared in the form of soft copy.</p>
<p>Student Admission and Support</p>	<p>On the principles of Transparency, Efficiency, and Convenience", the whole admission process of the college has been automated. Almost all of the activities, starting from receipt of applications from the applicants to making the selected ones as students, are carried out online. Interested prospective applicants submit their application by filling the application form and paying application fee through College website. Thereafter, a merit list is prepared electronically through colleges education management ERP iCloudEMS. System considers the Higher Secondary marks of the applicants and guidelines of the affiliating university. Subsequently, seat is allocated to the student after receiving the course fees digitally</p>

through the college payment gateway. Finally, they become students of the college and thereafter Section and Roll Numbers are assigned to them in the iCloudEMSerp. Once admitted, their attendance, leaves, fee receipts, examination and assignments etc. are managed in the iCloudEMSerp.

Examination

Before university examinations, the College ensures the assimilation of the subjects by the students through its in-house examination. The College meticulously conduct in House Examinations, following the pattern of End Semester Examination of Panjab University. Many activities are e-governed through iCloudEMS. Most importantly, examination schedule, evaluation marks and performance analysis is drawn through the iCloudEMS. Since, it is a web-based system, all the results are accessible to students and the faculty in their respective login. Such e-governed process saves a lot of time of the members of the faculty to be spent on results analysis. After announcement of online exams by Panjab University for the final exams for the outgoing batch, necessary arrangements and guidance was provided to the third-year students to facilitate them and guide them for the new system of examination.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Ms. Puja Jain	5th IIMA International Conference on Advances in HealthCare Management Services at IIM Ahmedabad	Nill	24290
2020	Ms Marinal Gupta	Revised Assessment And Accreditation Framework Of Naac For Colleges	Nill	950
2020	Ms Monica	ICT Academy	Nill	590

	Sethi	Certification Course On 'Digital Teaching Techniques'		
2020	Dr Meenu Goyal	ICT Academy Certification Course On 'Digital Teaching Techniques'	Nill	590
2020	Dr Robin Kaushal	ICT Academy Certification Course On 'Digital Teaching Techniques'	Nill	590
2020	Ms. Meenu Gupta	Revised Assessment And Accreditation Framework of NAAC For Colleges Guru Nanak Girls College, Yamuna Nagar, Haryana	Nill	950
2020	Ms. Meenu Gupta	Two Week online workshop on Comprehensive E- Learning to E-Training guide for Administrative	Nill	750
2020	Ms Anchal	Research Methodology and Satistical tools - 7 days workshop organized by Teaching learning center, Ramanujan College, New Delhi	Nill	4915
2020	Dr. Meenu Goyal	Attended Refresher Course organized by UGC- HRDC, Guru Jambeshwar University of Science Technology, Hissar	Nill	1000

2020	Ms Swati Gupta	Research Methodology workshop at IITM New Delhi	Nil	4617
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Training Program on Teaching in Virtual Classrooms	Nil	16/07/2020	16/07/2020	50	Nil
2020	Training Program on Critically Envisioning The Business, Economy and Society in Post Pandemic Times	Nil	17/07/2020	17/07/2020	125	Nil
2020	Training Program on Problems of inequality looming large in times of COVID19 pandemic	Nil	06/07/2020	06/07/2020	190	Nil
2020	Training Program on Digital Transformation of Higher Education in India under the aegis of Ministry of Human Resource Development	Nil	18/06/2020	18/06/2020	500	Nil

	, New Delhi					
2020	Training Program on the topic A Hands-on Approach for Developing e-Content by Prof. (Dr.) Vishal Kumar, Dean Research Director, School of Management , Maharaja Agrasen University, Himachal Pradesh	Nil	24/05/2020	24/05/2020	240	Nil
2020	Two week International Online Training Program on Panel Data Analytics with Software Applications	Nil	08/05/2020	21/05/2020	50	Nil
2020	Orientat ion Program on 'Unlocking of Higher Educationa l Institutions'	Nil	07/07/2020	07/07/2020	Nil	Nil
2020	Orientat ion Program (I nternation al)on Management Education and Research	Nil	26/02/2020	26/02/2020	120	Nil
2020	An Orien tation Program on New	Nil	22/02/2020	22/02/2020	24	Nil

	Education Policy by Prof. Karamjit Singh, Registrar, Panjab University, Chandigarh					
2020	Workshop on Plagiarism by Dr. Tejinderpal Singh	Nil	08/01/2020	08/01/2020	25	Nil

[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Digital Teaching Techniques organized by ICT Academy	5	07/12/2020	12/12/2020	5
Cooperative Learning Pedagogy- 4 weeks MOOC (under online Mentoring Program of UNESCO	2	22/05/2020	19/06/2020	27
Attended Refresher Course organized by UGC- HRDC, Guru Jambheshwar University of Science Technology, Hissar	1	30/11/2020	12/12/2020	14
Short Term Training Program on Moral Values and Professional Ethics conducted by DMS, Panipat	1	26/10/2020	31/10/2020	5

Institute of Engineering and Technology.				
Seven day E-learning workshop on Research in the time of pandemic, Department of English and Cultural studies, Panjab university, Chandigarh.	3	21/04/2020	27/04/2020	7
Online Refresher Program on MBA-PPC (Management, Business Administration- Present and Post Crisis) By Continual And Advanced Learning Lounge (CALL) SA College of Arts And Science, Chennai	1	14/04/2020	04/05/2020	21
Online two week FDP on Managing Online Classes and Co-Creating MOOCs organized by Teaching Learning Centre, Ramanujan College (University of Delhi) sponsored by MHRD PMMNMTT	4	20/04/2020	06/05/2020	15
Emotional Intelligence by ICT Academy	1	13/10/2020	17/10/2020	5
Skycampus-Certificate course on Digital Teaching Techniques	9	19/06/2020	04/07/2020	15

Revised Assessment and Accreditation Framework of NAAC for Colleges by Guru Nanak Girls college, Yamunanagar	2	13/05/2020	19/05/2020	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	17	Nill	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>? Sponsoring Faculty Career Advancements: • Sponsoring the members of faculty to participate in seminars, conferences and workshops hosted by other institutes. • Sanctioning paid duty leaves to attend General Orientation Programmes and Subject Specific Refresher Courses organized by UGC-run Academic Staff Colleges. • Granting paid study leave for a period of six months to pursue Pre-Ph.D. coursework. • Supporting transportation, meal and other allied expenses in an endeavour to extend industry-academia interface. ? The benefits of the paid maternity leave which are to be given to the regular staff, are also extended to the adhoc faculty. ? Provision of short leave for all the staff members where, the College grants two hours of paid time off every month in case of any emergency. ? Range of sports facilities available to the staff for recreation ?</p>	<p>Accommodation for Sub-staff: • The members of the sub staff, who are involved in discharge of essential duties such as sanitation and Estate Management etc. are given the accommodation in the campus on nominal rent. • Every year, NSS unit organizes fun-filled get-together for the College's sub-staff and their families so as to motivate them intrinsically by recognizing them as an inextricable and vital part of SACCM family. Herein, the children of the sub staff are also invited on the stage to sing songs and play games. This immensely boosts their confidence and help them overcome the stage fear. • Free Uniform and shoes. For Teaching and Non-teaching both • Group Mediclaim Insurance for the Teaching as well as Non - Teaching Staff • Free of cost bus facility for the employees residing in distant vicinity</p>	<p>• A book bank has been created for the needy students. Besides it, faculty of the college also help many needy students by giving them required books. • A Scholarship scheme is offered to the students based on defined criteria. Under the scheme, Rs. 25,000/- is given to each selected student per semester. Up-to 25 students from B Com Course and 10 students from the BBA Stream can avail the scheme. • Fee concession up to Rs 6,000/- per Year is given to deserving and needy students. The College allocates a budget of Rs. 150,000/- for concession scheme every year • Group Accident Insurance Policy for the Students covering expenses up to Rs. 3 Lacs/-.</p>

Provision of Duty Leave
 Granting paid duty leaves
 for meeting the PhD
 supervisor for thesis, on
 being deputed as Centre
 Superintendent, Assistant
 Superintendent, member of
 flying squad or examiner
 for viva-voce in any
 other college
 examinations, evaluation
 of answer booklets for
 Panjab University
 Examinations etc. ? Group
 Mediclaim Insurance for
 the Teaching as well as
 Non - Teaching Staff ?
 Free of cost bus facility
 for the employees
 residing in distant
 vicinity

6.4 – Financial Management and Resource Mobilization

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

Institution has strong disposition towards the system orientation. For most of the critical functions, Standard Operating Procedures and numerous policies have been formulated to serve as guidelines. The compliance toward the systems is assured through the quarterly audit by the Internal Audit team appointed by the Managing Trust of the College. Such periodical audits facilitate system improvements and identifies gaps for initiating remedial measures. On completion of the audit, a report indicating the gaps found out is submitted to the Principal of the College for their comments and corrective measures. Internal and External financial audit is carried out regularly by an independent team of auditors. On the same lines, external statutory audit is carried out bi-annually for the accounting function.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Sri Aurobindo Socio Economic and Management Research Institute	538187	Purchase of College Assets
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6.4.3 – Total corpus fund generated

102642059.52

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	No	Null
Administrative	No	Null	Yes	Null

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

The College has progressively evolved measures for better interaction with the parents, for which the following activities are conducted:

- The College Conducts Parent - Teacher Meets (PTM) for communicating about the academic performance and overall conduct of the students. Weak areas and reasons for the same along with suggestive measures to improve are also discussed.
- Besides PTM, the college organizes Principal Parent Meets (PPM) wherein the parents are informed about the distinctions achieved by their ward in Panjab University Examinations and while being congratulated, they are asked to encourage their ward for higher accomplishment in the coming exams.
- Parents' feedback is also obtained during the PTM / PPM. Their valuable inputs are noted and incorporated in various teaching learning processes.
- Through iCloudEMS software, the College provides a comprehensive reporting to students and parents on real time basis. The parents receive the lectures attended report and results of their wards on daily basis through a SMS. This way, the College works closely with parents and provides them with timely and carefully assessed feedback. This helps them in discovering the student's strengths and weaknesses with a view to chisel the student's performance.

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

- The College arranges Mediclaim policy (gradually to be changed over to ESI) for the members of the support staff including their families at reasonable charges under group Mediclaim. In addition, the college also co-ordinates filing and re-imburement of their hospitalization claim, if any.
- Policy/Program of inclusion and reflection such as SAMARPAN are organized every year to recognize the indispensable efforts put in by the support staff for the college. Here in, the support staff of the college is invited along with their families, and fun-filled games are organized and gifts are distributed to the winners. The children of the sub staff are also invited on the stage to sing songs and play games. This immensely boosts their confidence and help them overcome the stage fear.
- Members of the sub staff are also involved in the sports and field facilities.

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

- The College give focussed attention towards the Research orientation of the Faculty in order to strengthen and improve their research related performance. Well thought of and structured Research Workshops/ Programs are being organized during the lean period when formal classes are over for the students.
- To upgrade the faculty and equip them for Online Teaching platforms in the wake of pandemic, orientation programs were organized to adopt online teaching platforms like zoom, google meet and use of available e-resources to supplement their teaching like e-pg pathshalla, moocs etc and later a comprehensive Teaching Platform of Microsoft Teams Platform was launched to facilitate the Virtual Teaching and the whole system of academic and non-academic activities was organized through this platform after that.
- Individual Laptops have been purchased and issued to each faculty member along with the required accessories required for the effectively imparting academic and non- academic inputs in virtual form.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Recognition and Protection of Rights of LGBTQ Community (Intra College MUN Conference)	08/09/2019	09/09/2019	99	68
Entrepreneurial Journey (A Lecture by Ms. Simrath Kathuria and Ms. Jyoti Sahdev)	12/09/2019	12/09/2019	36	64
Self Defence (A Training Session by Mr. Ram, Karate Teacher)	12/09/2019	12/09/2019	36	64
Gynecology and Skin related issues (A lecture by Dr. Venus Bansal, Dr. Pooja and Dr. Jastinder Gill)	17/09/2019	17/09/2019	134	Nil
'Women Property Rights vis-à-vis Hindu Law' (A Lecture by Dr. Aman Amrit Cheema)	24/01/2020	24/01/2020	51	63
Road Safety (A Lecture by ACP Rajan Sharma)	27/01/2020	27/01/2020	72	65
Entrepreneurial	28/01/2020	28/01/2020	142	Nil

Journey (A Lecture by Ms. Parul Verma)				
Road Safety (A Lecture by Bhavyadev NGO)	31/01/2020	31/01/2020	72	65
'Legal Dimension of Gender Equity in Reference with Transgender as the Third Gender: A Critical Analysis (A Lecture by Dr. Ashish Virk)	05/02/2020	05/02/2020	72	65
'Women Rights in India: Constitutional and Legal Framework (A Lecture by Dr. Shweta Dhand)	25/02/2020	25/02/2020	66	79
Women's Day Celebration	06/03/2020	06/03/2020	25	15
Diet and Nutrition (A Lecture by Dr. Nancy Sahni)	07/09/2020	07/09/2020	77	73
Road Safety (A Lecture by Ms. Himanshi)	14/09/2020	14/09/2020	30	35
Health Issues and Healthy Lifestyle (A Lecture by Dr. Vandana Mittal Singla)	06/11/2020	06/11/2020	42	44
I Am Enough (A Lecture by Dr. Param Saini)	13/11/2020	13/11/2020	82	98

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

Percentage of power requirement of the University met by the renewable energy sources

No Alternate Energy Initiatives have yet been undertaken.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil

Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	Nil	Nil	Nil	Nil	Nil	Nil

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	10/06/2019	Before the start of each academic session, the college Prospectus is published to provide the students a general idea of various rules, regulations, and policies which they have to abide by.
Instruction Manual	22/07/2019	Instruction manuals are the handbook that contain the detailed instructions of students' code of conduct and rules to be followed by them. They are uploaded on the college software icloudemsERP for which each student has an individual registered login id.
Policy and procedure manual	01/07/2019	The policy and procedure manual is a handbook containing detailed policies that are applicable in

conducting daily affairs of college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Interacting with the children of Red Cross- Bal Bhawan	21/09/2019	21/09/2019	32
Interacting with the residents of old age home	22/09/2019	22/09/2019	20
Joy of Giving Week	14/11/2020	19/11/2020	14
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. The students planned a cleanliness drive within the college campus from August 2, 2019 to August 5, 2019 covering classrooms, canteen, and atrium. 2. Cleanliness drive was conducted in collaboration with 'Eco Sikh' whereby volunteers were educated about Air Quality Index and oceanic water rise which are deteriorating environment. It was an interactive session to familiarize the students about criticality of the issue of environment devastation. 3. The posters highlighting the importance of cleanliness were pasted in the entire college campus and students were motivated to keep the campus clean. 4. Sewerage Treatment Plant has been installed in the college so that before disposing off the waste material it is treated. 5. Students were made aware about the hazards of plastic littering and advised to reduce the consumption of beverages in plastic containers. 6. Students were motivated to celebrate Green Diwali.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I Title of the Practice - Public Speaking Skills Development Program
Objectives of the Practice 1. To overawe stage fright and gain confidence for facing an audience. 2. To make a ladder progression starting with paper reading and gradually moving to declaiming, debating and participating in independent thinking exercise and Model United Nations conference 3. To attain sublimity in various forms of public speaking. The Context Possessing public speaking skills is an icing on the cake, as it enhances the ability to interact with professionals and fellow colleagues in a qualified and composed manner. It makes a person more worthy candidate to move up and succeed in personal and professional life. Despite being academically meritorious, students at times feel hesitant, diffident and reticent in expressing themselves effectively and efficiently in public. For addressing the latent and embryonic issues faced by the student concerning 'Glassophobia' and communication skills, the College has a well-designed 'Public Speaking Skills Development Program', wherein students of B Com and BBA First Semester are subjected to assortment of public speaking sessions throughout the academic session. The Practice For assisting the students in shedding their diffident and reticent approach towards public speaking, the students of B Com and BBA First Semester are allotted one public speaking session per week in the time table itself under the able guidance of faculty facilitator. Under this initiative, students are given an opportunity to opt for a theme of their choice for presentation. Faculty facilitator helps in correcting the subject matter and in improvising the delivery of the content, voice modulation,

diction etc. To mark Sri Aurobindo Birth Anniversary, a 'Paper Reading Contest' is organized every year where students are supposed to speak on a topic either related to philosophy propounded by Sri Aurobindo or independence. For preparing the students for variety of inter college competitions and Panjab University Youth Festival, the College has included the activity of 'Elocution' and 'Debate' in the 'Cultural Fest cum Talent Hunt Competition'. For enhancing the debating skills, a unique form of debating activity known as 'British Parliamentary Debate' is also carried out rigorously. For making students comprehend the way international issues are resolved and the in and outs of diplomacy, international relations, and the United Nations, the College has initiated the practice of organizing 'Model United Nations' (MUN) conferences, which are educational simulation of the United Nations, involving researching, public speaking, debating and writing skills and above all critical thinking.

Participants, known as delegates, are placed in committees and assigned countries, or occasionally other organizations or political figures, where they represent members of that body. Another distinctive activity connected with the context is Independent Thinking Exercise wherein students are given agenda for discussion well in advance, so that they come prepared for discussions and deliberations. The basic purpose behind this exercise is to make students formulate their independent opinion and express the same with conviction. These college supported activities help students prepare themselves for today's competitive and dynamic environment. Evidence of Success Students of Sri Aurobindo College of Commerce and Management have proved their mettle at every pedestal. Public speaking is one of the hallmarks of SACCMites. Recognising the significance of Soft Skills, we at SACCM train our students for the real battle that starts after the completion of their studies. Public speaking skills have helped SACMites a lot in their personal as well as professional lives. Problems Encountered and Resources Required For strengthening the activity, a provision of communication lab is desired. Best Practice - II Title of the Practice - E-initiatives Objectives of the Practice 1. To make unabridged campus Wi-Fi enabled with highest level security, so that all members of the faculty, staff and students have universal access to information and services. 2. To make technology seamlessly fit with SACCMs teaching, research and administrative operations. 3. To bring efficiency, transparency, and accountability in the system. 4. To employ teaching methods tailored to numerous categories of students to provide experiential learning experience. 5. To provide speedier, transparent, and effortless way of maintaining records and utilize them for reference. 6. To create and sustain long term, successful relationships with stakeholders through open communication and continuous assessment. The Context

Academic Blend: ICT integration provides a strong support to the aged old methodology of teaching and complement the classical teaching techniques. For this, teachers need to be involved in the preparation of digital content and multimedia presentations. It was further aggravated by the ongoing Covid-19 pandemic which required the teachers to shift to complete online pedagogy. As

ICT blend was already a part of teaching pedagogy, teachers were rather comfortable than resistant in adopting the change. Administrative Blend: For addressing the following issues, it was desired to digitize the office operations: • Systematised record keeping • Efficient system as compared to manual • Less time consuming • Green initiative- save paper save trees • Less chances of error • Ensuring transparency The Practice Academic Blend: For ICT integration with conventional teaching techniques, each classroom is equipped with LCD Projectors, each faculty member has been provided with laptop and digitizer with internet connectivity across the campus to enable them in preparation of digital and updated teaching content. The college has put in place high-speed internet connectivity through 1:1 leased internet connection with 60 MBPS bandwidth. During Covid-19 pandemic, the teaching-learning system was on a halt, as a result faculty was left with no other option than to restore to digital teaching through zoom and google meet. Subsequently, to

streamline online teaching SACCM subscribed Microsoft-Teams during academic session 2020-21. MCQ module on MS Teams is used for conducting continuous assessment of students' learning where scores are automatically generated. Students securing lower marks in MCQ are identified for remedial coaching through their mentors. SACCM has subscribed for e-resources with access to faculty members and students. Through LMS icloudemsERP, faculty members share digital content, assignments, and upload attendance which provide them with platform to interact with the students virtually. Students can access shared e-content for their program through icloudemsERP student logins, submit the assignments online, and keep a track of their attendance. Administrative Blend:

1. Admission process is fully digitized starting from registration by the prospective candidate to getting admitted to the college.
2. Alumni portal is available on website to provide details of pass out students.
3. Filling of examination forms, obtaining admit cards, uploading of marks etc. everything is done in online mode.
4. The college website mirrors details about the institution which is maintained by expert web developers. Web interfaces are provided for admissions and online transactions.
5. Full supervision of all service units in the office through the ERP software.
6. Official mail ID's with college domain to communicate with the teaching and non-teaching staff ensuring enhanced security and confidentiality
7. Biometric attendance for all teaching and non-teaching staff members.
8. Fully automated and wireless office with 24x7 internet facility.
9. Use of Google facilities like Google sheet: For data collection from Activity in charge.
10. For monitoring students' activities, CCTVs have been installed across the campus
11. Creation of class-specific WhatsApp Groups for sharing information with the students and members of the faculty pertaining to copious events organized by the College
12. SACCM's accounts are maintained via Tally and ERP software.
13. Payments from students are received through payment gateway. Evidence of Success Academic Blend:
 - Effective curriculum delivery even during ongoing pandemic as SACCM was able to have virtual classes well in time and plan for Mid Semester Tests
 - Creation of online repository of sessions taken by the faculty members helped the students to revise the content whenever desired.
 - Enhanced internet bandwidth ensured uninterrupted virtual classes.
 - For holistic development of students, SACCM by using digital infrastructure arranged for numerous sessions virtually.
 - Timely and effective communication with students Administrative Blend
 - Better cash management because of realization of payments on a uniform date promptly and efficiently.
 - Helps in reducing chances of loss / theft of instruments, likelihood of fraudulent encashment of paper instruments, etc.
 - Efficient payment mode ensuring that the beneficiaries get credit on a designated date
 - Helps in maintaining digital records of information pertaining to students, teaching and non-teaching staff

Problems Encountered and Resources Required Outburst of pandemic resulted in a new practice of work from home. Initially under ICT integration desktops were provided to the teaching staff. This resulted in difficulty in smooth conduct of virtual classes from home. To resolve this issue, laptops were provided to all the faculty members. Teachers teaching numerical papers faced a difficulty to find alternate to chalk and talk method. To resolve this, digitizers were provided for effective delivery of numeric and diagram oriented content.

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

<https://saccm.in/best-practices-2019-20/>

7.3 – Institutional Distinctiveness

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

7.3 Institutional Distinctiveness It is incontrovertibly true that the enviable

slot that SACCM has built for itself on the academic scape in the state of Punjab, is a matter of distinctive pride, particularly when placed against the short span of life of just sixteen years that it has lived. The institution can certainly hold its head high on the fact that it came into being under the flagship of none other than the ace industrialist Padma Bhushan Sh. S.P. Oswal, Chairman, Vardhman Group of Industries. The five landmark points of the college are dedicated commitment, tireless diligence, devoted discipline, academia-industry interface and the consistent learning process of the faculty. As Vardhman Group of Industries is in the pilots seat, it becomes easy to make students learn things in the real world scenario. Top executives from the group visit the campus off and on, and conduct interactive sessions with the teachers and taught as well. Industrial and field visits are a way of life with SACCM. In the sixth semester of BBA, students are required to prepare a project report whereby many of them choose to study and evaluate application of the conceptual theories they learn in the classrooms. Apart from having a well organised and active academia-industry interface, the college has a Tech-Enabled Learning System icloudEMS is software where the faculty can upload any content plan related to the topics to be discussed, and students have an easy accessibility through mobile app as well as desktop version. Using the same portal, students can also be tasked with assignments. For the continuous improvement in the system and to increase its efficiency, SACCM focuses on 360 degree feedback system. SACCM has developed a structured feedback system wherein students give online feedback of their teachers, and rank them on various parameters. Further, the result of this feedback is shared with the teachers so that they can further improve upon their weaknesses, if any. Apart from this, SACCM has a unique practice of conducting PTM (Parent-Teacher Meet) for the under performers and PPM (Parent Principal Meet) for the outstanding performers, whereby the parents of the required students are supposed to meet the concerned person. At the time of meeting, parents are supposed to provide feedback regarding college and its practices. Another distinctive feather to its cap is the performance-based appraisal system. Every year the College makes comparative study of the performance of the teachers with those of other top colleges. This helps the faculty to evaluate the areas where the improvements could be made for improving the results of college. This practice has enabled the college to garner 08 Gold Medals in B.Com, 04 in BBA, 13 in B.Com Marketing Honors and 08 in B.Com Finance Honours (No notification is issued by Panjab University for the Gold Medals of 2019-20, as online examination took place due to Covid-19 Pandemic) Thus academia-industry interface, tech-enabled learning and 360 degree feedback system help the college to outwit other educational institutions.

Provide the weblink of the institution

<https://saccm.in/institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

? To pursue with Panjab University for introduction of Masters in Commerce (M Com). ? NCC unit of the college would become operational in 2021-22. ? To give an added extension to the wholesome growth of the students, value added courses like Family Business, Personality Development Image Building, Basics of Personal Finance, Corporate Skills for executives etc. will be introduced in the college. ? Construction work of modern state of art Auditorium and installation of new computer lab is in full swing and is expected to be complete in 2021-22. Further upgradation and restructuring of infrastructural facilities will always remain on the agenda as and when required. ? Building up of rapport between the alumni and the Alma mater will continue to be on the agenda of providing practical exposure to entrepreneurial life. ? Formation of Sri Aurobindo Society of SACCM for organizing regular workshops/ webinars, planning visits to Sri Aurobindo Ashram for acquainting the students with the philosophy of Sri Aurobindo and the Mother.

? Subscription of additional E-resources and databases for strengthening the existing Teaching Learning Processes. ? To make students sensitive towards community issues, gender disparities, social inequalities etc. and inculcating values and commitment to society the frequency of outreach and extension activities would be increased. ? SACCM has sown a seed of incubation centre by entering into MoU with IIT Ropar for supporting the innovative ideas of budding entrepreneurs. Further, the College will collaborate with various institutes so that innovative ideas can be translated into viable businesses. ? Promotion of environment friendly practices for sustainability and adoption of measures such as Solar Energy, Solid Waste Management and Water Management etc.