YEARLY STATUS REPORT - 2021-2022

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. Vishal Kumar
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01612804226
• Mobile No:	9914023332
• Registered e-mail	info@saccm.in
• Alternate e-mail	principal@saccm.in
• Address	Village Jhande, P.O.Threeke, Ferozepur Road
• City/Town	Ludhiana
• State/UT	Punjab
• Pin Code	142021
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing

• Name of the Affiliating University	**Panjab University, Chandigarh**
• Name of the IQAC Coordinator	**Dr. Pooja Mehta**
• Phone No.	**01612804226**
• Alternate phone No.	
• Mobile	**9872834591**
• IQAC e-mail address	**iqac@saccm.in**
• Alternate e-mail address	**poojamehta@saccm.in**

3.Website address (Web link of the AQAR (Previous Academic Year)	https://saccm.in/wp-content/uploads/2022/12/AQAR-2021-22.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://saccm.in/academic-calendar-tentative-schedule-session-2021-22/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.04**	**2022**	**02/11/2022**	**01/11/2027**

6.Date of Establishment of IQAC	**15/10/2014**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**02**

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

1. Submission of Self Study Report (SSR) for Second Cycle Accreditation: The Internal Quality Assurance Cell (IQAC) of the college submitted its Self-Study Report in the month of May 2021. To complete the SSR, numerous rounds of meetings and brainstorming sessions were undertaken with the criterion in charge. Then, following the college's governing body's final approval, it was submitted to NAAC along with the required documentary evidence. 2. Installation of Smart Interactive Panels in all Classrooms: IQAC is making persistent efforts to improve the effectiveness of existing Teaching Learning Process (TLP). During 2020-21, to overcome the crisis caused by pandemic, SACCM subscribed Microsoft Teams to facilitate virtual teaching. This year also to make teaching learning more interactive and stimulating and to further enhance students learning experience, smart interactive panels has been installed in all the classrooms. Considering the upcoming New Education Policy (NEP), such smart classrooms will surely be an excellent resource for the "Blended Teaching" mode in the future. 3. Subscription of EBSCO Database: On the recommendations of IQAC, a valuable addition is made to the existing e-resources of the college library as it subscribed EBSCO Database. EBSCO is the leading provider of research databases, e-journals, magazine subscriptions, and e-books for academic libraries and researchers and is a hub of scholarly peer-reviewed articles, newspaper articles, trade publications etc. It is one of the leading online research platforms used by thousands of institutions and millions of users worldwide. 4. Introduction of Skill enhancement Courses: SACCM has always been focusing on the holistic development of its students so that in future they should be ready to face the hardships of life. To this

end, the College has organized various motivational talks, expert lectures, meditation sessions etc. to go beyond the prescribed syllabus of the university. During 2021-22, we move a step further and took a new initiative by introducing new 'Skill Enhancement Courses' These "Skill Enhancement Courses" have been shaped in such a way that they will provide students with the necessary skills to succeed in the workplace, in social situations, in their personal lives, and in their careers.

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

Plan of Action	Achievements/Outcomes
1. Air conditioning of the campus	All Classrooms, faculty cabins, administrative block are fully air conditioned as on date.
2. Infrastructural Development	Construction of the much-awaited project "The mother Auditorium is completed as on date. Also during 2021-22, we added fully modernized computer Centre and computer lab and open Gym. Further the work of Meditation Centre is in full swing and is expected to be completed very soon.
3. Conversion of Existing Classrooms into smart classrooms	As on date Smart Interactive Panels has been installed in all classrooms and in old conference room.

13.Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
Sri Aurobindo Socio Economic and Management Research Institute	14/10/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	22/12/2022

15.Multidisciplinary / interdisciplinary

SACCM being affiliated to Panjab university, has little power to exercise, in the formulation of its own courses. However, in our B Com Program, we teach some subjects like Psychology for Managers, Security Analysis and Portfolio Management, ECommerce, and Issues in Indian Commerce, which are Inter disciplinary in nature. The subject EVS (Environment, Road Safety Education, Violence Against Women/ Children and Drug Abuse) is an indispensable subject of B Com and BBA curriculum. It aims at sensitizing students about environment and sustainability. Also, the courses 'Social and Business Ethics and 'Social and Ethical Issues in Business' are taught to the students of B.com and BBA respectively for educating them about the relevance of business ethics in discouraging corporate wrong-doings and achieving corporate excellence. Further, the college intends to introduce new PG, UG and Vocational courses like MCom, B.Voc. Logistic Management and BCA and MCA under the aegis of Panjab University, Chandigarh. In addition, the college also plans to open a Research Centre in due course of time. The college shall facilitate B Com 3rd year students by providing them with many more elective subject options in B Com (Hons.) like Economics (Hons.) and some additional elective options to B Com Final year students will also be considered. The NEP 2020 aims at multiple entry and exit options. However, as SACCM is affiliated to PU, Chandigarh, and the university has not moved into this direction yet, hence we will have to wait for university guidelines in this regard. We, however, are of the opinion that this is quite a welcome step, and as and when, the PU, Chandigarh is on this launching pad, we shall make these privileges available to our students.

16.Academic bank of credits (ABC):

University Grants Commission has constituted a committee to develop a detailed scheme along with the implementation strategy on ABC, which would facilitate students' mobility across the system. The draft UGC regulations regarding the said scheme is yet under consideration and open for suggestions. The college shall follow the same in letter and spirit depending upon the guidelines issued by PU in this regard.

17.Skill development:

SACCM was conceived in the concept and philosophy of Maharishi

Aurobindo Ghosh who believed that integrated individuals could be the products only of integral education, and it is very much within our ken that along with theoretical growth the teaching of pragmatic skills in order to create and cultivate whole human beings is fundamental. The Governing Body of SACCM is very much of the view that the 21st century India needs integrated young men and women in order to make integrated India. The college since its very inception has been providing composite education to its students by investing them with moral, social, ethical and humanistic values. Recently the college has introduced various Skill Enhancement Programmes like Communication and presentation Skills, Self-Management and Interpersonal Dynamics, Human Values and Ethics, IT Skills for Managers and Business Etiquettes and Professionalism. Furthermore, SACCM aims at introducing BVOC Logistic Management course. Besides, for developing soft skills of the students, there is in BBA second semester a subject 'Personality Development and Professional Skills' which aims at sharpening the mental faculties of the students along with injecting in them confidence so that they may tackle the practical hardships of life with greater strength. No skills can be developed as long as young minds think and plan independently. Teachers at SACCM act as facilitators, and the students themselves manage and organise all events/functions. In order to infuse in the students, the sense of independent functioning, shouldering responsibility and manage life and things perspectively, the college every year constitutes a student council which works in consonance with the teachers who act for the students just as guides. This makes our students independent managers and organisers. For whetting the independent thinking skills of the students, we have a programme called 'Independent Thinking Exercise'. Public speaking for students is a spectacular feature of our college, and it aims at etherising away the stage fright and phobia, and this has certainly enabled our students to become better leaders of life. For the cultivation of this skill, we have Paper Reading Contest, British Parliamentary Debate, and Model United Nations. Our college, every year, organizes 'Mettle Fest' which acts as a good training ground for students in the field of marketing and entrepreneurship. We celebrate the birth anniversary of Maharishi Aurobindo in whose name our college was conceived and every year we take our students to Aurobindo Ashram at Nainital. This is done so that the students cultivate and develop the great humanistic culture which is an integral part of Sri Aurobindo's philosophy of life. The organization of NSS camps and various social and community activities aims at instilling in the students the deep sense of community service and develop them as social beings.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture,

using online course)

Sri Aurobindo College of Commerce and Management is rooted in the Indian way of life. It believes in the inculcation of Indian human values in the students and hence it strives hard to integrate Indian culture, important Indian languages, the Indian fundamentals of life through various curricular and extra-curricular activities. SACCM makes use of the bilingual mode of delivery (English and Vernacular) so that the students may feel facilitated and receive the lectures in an easy manner. In BCOM and BBA, the teachers deliver their lectures not only in English but also make use of the vernacular Punjabi and the link language Hindi so that the subconscious of the students is aptly receptive. Our college has been organising trips and tours, visits, and meets, conferences and webinars, debates and discussions, and here every care is taken that Indian culture and its prime values and fundamentals form essential part of all these ventures and adventures. Panjab University Youth and Heritage Festival instils in the minds of the students not only the knowledge about the varied custom, ceremony and tradition-based heritage of India but it also covers the linguistic and cultural ecology of the country from one end to the other. The different classical dances, folk cultures covering dance and music, heritage events embracing the recent and the ancient past of Punjab make our students acquainted with the history, culture, philosophy, sociology and anthropology of not our own state but also different parts of India. Along with the Panjab university, our college makes every effort to incorporate into the curriculum, the basics of Cocurricular, extracurricular, and extra mural activities. SACCM organises cultural fest, wherein plenitude of competition/activities take place. In this fest, students showcase their talents of dancing, singing, public speaking, quizzing and drama. The college cultural fest acts as a platform for the students to learn the true Indian culture. The college also celebrates various Indian festivals like Lohri, Diwali, Baisakhi, Basant etc. which are bathed in the cultural history of India.

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

There is nothing haphazard in our teaching-learning process. SACCM practices complete systematization and methodicity. The members of the faculty take every initiative to transform the curriculum towards outcome-based education. The Program Outcome, Programme Specific Outcomes and Course Outcomes are displayed on the college website so that the prospective students seeking admission in a particular programme may view them and get informed about the programme being undertaken. At SACCM, the teaching approach is totally pragmatic and hence the learners are given the well

programmed schedule quite in the beginning of the new semester. SACCM has the distinction of preparing separate instruction manuals for both BCOM and BBA. These instruction manuals contain syllabus of all the subjects, detailed instruction on the session plan, the lessons to be taught on particular days. The instruction manuals suggest the reference books; talks about teaching pedagogy to achieve specified course objectives. Analysis of results of the students in internal as well as End Semester Examination (ESE) is a regular practice at SACCM. Both Intra and inter college comparison of results is undertaken to evaluate the attainment of the stated course outcomes. Consequently, potential merit holders, slow learners and below average students are identified and are given required inputs to improve their performance. Recently, SACCM organised a workshop on outcome-based education. The workshop conducted by Dr. Tejinder Pal Singh was a highly involving and engaging one. In order to make the outcome-based education more practical and meaningful, SACCM organises and arranges internship and industrial visits. This practice certainly goes a long way in supplementing the content.

20.Distance education/online education:

We are the denizens of the digital age. The pandemic Covid-19 brought metamorphic changes not only in social, economic and corporate ways of life, rather it turned the way of teaching all the world over topsy turvy. Earlier, the world of education was acquainted with the physical teaching. However, the tragic pandemic compelled both the teachers and the taught to remain inside their homes. Hence all the educational institutions took to virtual or online teaching. Taking care of the fact that the students don't lag in their studies, the college subscribed to Microsoft Teams and gave its full access to the college faculty. The college increased the bandwidth of the internet, so that the online lectures could be delivered smoothly and without any hindrance. The college must be credited for the fact that it took special pains to cater to the educational needs of the students, and hence equipped all the members of the faculty with latest configuration laptops and digitizers. SACCM never makes any compromise as far as the excellence in education is concerned. The latest about the SACCM is that it is planning for Econtent development (MOOCS) and collaboration with international platforms. The students and the members of the faculty of SACCM are fully well acquainted with the 21st century concept of smart class rooms fitted with the latest multimedia aids. The college pledges to establish complete chemistry between the smart classrooms and the digitally updated teachers and the taught. Establishment of media room for recording of lectures is

already on the mind map of the college. The college has chalked out
the blueprint to set up the avant garde digital library.

Extended Profile

1.Programme

1.1	92
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	882
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	65
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	283
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	29
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**36**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**17+2 = 19**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**289.62**
4.3 Total number of computers on campus for academic purposes	**87**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

SACCM has established its curriculum development and feedback provisions in accordance with the standards set by the affiliating University. Rigorous efforts are undertaken to guarantee that meticulousnessprecede curriculum delivery. In this regard, following initiatives have been introduced:

• Before the start of each semester, annual academic calendar is designed, considering specific aspects like number of teaching days, subject allocation, schedule finalization, library resources, etc.

• Orientation meetings are arranged for newly appointed faculty members to administer the curriculum and to inform them of the rationale for utilising ERP software, Qualcampus.

· Merit, remedial, and bridge classes are offered to learners to bridge the knowledge gap.

· Lectures, interactive sessions, and workshops by prominent academicians, managers, and alumni are conducted on regular basis.

· Theme-based industrial visits are conducted on regular basis to provide insight into actual implementation of classroom curriculum.

· Faculty members employ innovative teaching-learning approaches, like Problem-solving tasks, role-playing exercises, group presentations, and intra and inter-section subject quizzes.

· Case study teaching technique is used to improve students' critical thinking skills.

· ICT enabled classrooms; Wi-Fi/LAN access are provided for ensuring efficient delivery of curriculum. SACCM has recently installed Interactive Smart Boards in all classrooms to make the teaching-learning process more interactive and attractive.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

As an affiliated institution, SACCM's teaching, learning, and assessment schedules are planned and structured in accordance with the University Academic Calendar. SACCM works diligently to optimize the adoption of university academic calendar in order to achieve the objective of providing high-quality education to students.

The academic year at the college begins with an Induction Program, in which students from the newly inducted batch are introduced to the notion of holistic development. SACCM's organizational climate is infused with meticulous preparation in terms of teaching work-plans, schedules, assessment, ongoing evaluation, and the academic calendar. The college academic calendar includes information such as mid-semester exam dates, curriculum accomplishment, extra-curricular activities, college functions, and so on. The dates on which assignments are to be distributed to students and the deadlines for

`submitting grades to the office are also determined in advance.`

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	https://saccm.in/academic-calendar-tentative-schedule-session-2021-22/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**C. Any 2 of the above**

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

1.2 - Academic Flexibility

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

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

`02`

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

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

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

04

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

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

1123

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

845

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

SACCM undertakes following measures for sensitizing students about crosscutting issues:

Theoretical Initiatives:

The crosscutting are taught to the students of both B.Com and BBA classes through some compulsory papers. The names of these subjects dealing with specific crosscutting issue is listed as follows:

Gender Issues: English, Punjabi and Business Laws

Sustainability: EVS (Environment, Road Safety Education)

Human Rights: Social Security & Labour Welfare, Industrial Relations and Labour Legislations, Human Resource Management and Business Laws

Professional Ethics: 'Social and Business Ethics and 'Social and Ethical Issues in Business'

Social Empowerment: Social Security & Labour Welfare, Industrial Relations and Labour Legislations, Social and Ethical Issues in Business.

Environmental Education: EVS (Environment, Road Safety Education)

Practical Measures:

SACCM introduced various Skill Development Courses into daily regime of the curriculum. Additionally, the college conducts lectures, expert talks and sessions focusing on Gender issues, Sustainability, Human Rights, Professional Ethics and Social Empowerment. Some of the topics are: ???????? ??? ????? ?? ???????? ??? ???, eco-friendly initiatives, ?????????? ???? ?? ??????, etc. Moreover, activities like Joy of Giving Week, Celebration of International Women's Day, Blood Donation Camp, Mettle Social Responsibility (MSR) - Social Responsibility Campaign etc., offers live experience and exposure.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

01

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

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

80

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	View File

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

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://saccm.in/wp-content/uploads/2022/AQAR-2021-22-documents/1.4.2.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

326

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

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

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

00

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

2.2 - Catering to Student Diversity

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

At SACCM, students are identified as advanced learners and slow learners based on their performance in Mid Semester Test,

Assignments, group discussions, presentations, and participation in the class.

Advanced Learners are always encouraged to go beyond the standard textbooks by involving them in challenging case studies, role plays and projects. Analytical and application-based questions are set in Mid-Semester Tests and Inter-Section Subject Quizzes to assess and further enhance "High Order Thinking Skills.". Besides, students' critical thinking and leadership skills are sharpened at SACCM through additional activities like Independent Thinking Exercises, Model United Nation, and British Parliamentary Debate.

Slow learners are dealt with patience, tenacity, streamlined notes, and reference materials. A formal mentorship program is in place to help students with their academic and non- academic problems. Further, remedial classes are held to raise the academic performance of slow learners. Special cases requiring psychological intervention are referred to the college Psychologist who helps in boosting their morale.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
882	29

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

To improve students' learning experiences, SACCM's pedagogy combines traditional teacher-centered methodologies with a variety of student-centered learning techniques. Experiential Learning- For experiential learning, extension lectures are regularly held. renowned academics and working managers are invited to speak to the

students about their experiences, areas of expertise, and vision. Furthermore, internships, industrial visits and marketing fest are also organized every year to provide students with substantial opportunities to learn about the real business problems.

Participative learning- To encourage participative learning there are group projects, role-playing exercises, and presentations. Students are also urged to take part in ISSQ and class quizzes, where they apply classroom concepts to practical problems.

Problem-Solving - Case study method is frequently used by the faculty wherein the students are given the real-life cases that help in developing an analytical approach to various business-related problems. In addition, during the session 2021-22, incubation cell also organized various activities aiming at assessing the decision-making and problem-solving skills of the students and providing them with a learning platform for the likely future encounters in different careers - they would embark on. Furthermore, various 'Skill Enhancement Courses' focusing on various skills like communication, analytical, IT Skills etc have been introduced.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

SACCM has always acknowledged the indispensable use of ICT enabled tools for effective teaching learning process.

- To enhance students learning experience and make teaching learning process more interactive, SACCM has started with the process of digitization of its classrooms by installing smart boards. As on date smart boards are installed in all classrooms. Besides, all Classrooms are equipped with ICT facilities like LCD projectors and audio-visual aids required for effective teaching.
- Further, the college organized seven days, Faculty development Program and one workshop to apprise faculty with the use of innovative blended teaching learning tools to make their teaching learning more effective.

- **The College has deployed a new web/internet-based Education Management Software Qual Campus through which students and members of faculty monitor daily activities such as attendance, timetable, lecture notes, assignments, examination schedules, results, reference material, online fee payments etc. The members of the faculty are required to prepare their session plan for every lecture via Qual Campus where they are supposed to clearly specify the subject to be discussed, teaching pedagogy, reference material etc.**
- **The college has subscribed EBSCO Database which help the students and the faculty to conduct their academic and research endeavours more effectively.**

File Description	Documents
Upload any additional information	[View File]()
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[https://saccm.in/infrastructure/campus-digitization/]()

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

2.3.3.1 - Number of mentors

24

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

2.4 - Teacher Profile and Quality

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

29

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

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

14

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

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

2.4.3.1 - Total experience of full-time teachers

8.93

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

2.5 - Evaluation Process and Reforms

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

The college rigorously abides by the rules set forth by the affiliated University with regard to the process for assessing and

evaluating students' performance. Students are informed of this information via the college website and the prospectus. Additionally, orientation sessions are held at the start of each session to acquaint new enrollees with the institutional policies, evaluation processes, practices, culture, and values.

Mid Semester Tests and Assignments are the two major components of internal assessment Mechanism. MSTs are conducted in a time bound and systematic manner in each semester. Marks obtained in these tests and assignments are also uploaded on the college ERP (QualCampus), giving students' comprehensive view of their progress. Further, whose performance don't come up to the mark are given necessary inputs by the concerned subject teachers. Besides special tests are also held especially for those who missed MSTs due to any unforeseen circumstances. Furthermore, students' participation in various academic and non-academic activities, group discussions, presentations, class tests etc. also play an important role in the overall assessment of students' performance.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

At SACCM each faculty member strives hard to do things right at the first instance. If still there arises any grievance which is related to the internal examination system of the college, it is effectively dealt within a transparent, time bound and efficient manner. At the college level, an Examination Grievance Redressal Committee, comprising a senior teacher as coordinator and other teaching and non-teaching staff as members, is constituted to handle internal examination grievance. The entire examination process is very transparent and objective, whether it be setting of question papers, evaluation of answer sheets, compilation of results and awarding of internal assessment. Both examination and assignment carry a fixed weightage in the internal assessment and credit is solely based on students' performance, so there hardly arises any grievance in this regard. In addition, adhering uniform marking scheme at the time of evaluation itself considerably reduce the chances of any discontent amongst students.

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

2.6 - Student Performance and Learning Outcomes

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

Vision, Mission and SACCM Student Development Model of the college are clearly indicative of the Programme and Course specific Outcomes which are projected to be demonstrated by the students.

The college is running three programmes B Com (General), B Com (honors) and BBA for which it follows the curriculum and assessment policy prescribed by the Affiliating University.

• Course Specific Outcomes are prepared subject-wise and the same is uploaded on the website – to make the members of the faculty and students aware about the same. These course specific outcomes include the Course Outline, Course Outcome, Student Learning Outcomes, Course Contents/Syllabus, Required Texts, Suggested Texts, and Pedagogy for Course Delivery.

• Instruction Manuals, which includes the term-wise course outline for each subject, along with topic wise reference books - are prepared class-wise by the faculty members of the college in accordance with the university prescribed curriculum and uploaded on the website for the reference of the members of faculty and students.

• Besides this, orientation sessions are also organized to apprise the enrolled students with regard to POs, PSOs & Cos.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://saccm.in/courses/course-curriculum-of-b-com-b-com-hons-programme/
Upload COs for all courses (exemplars from Glossary)	View File

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

At SACCM evaluation of Programme Outcomes and Course Outcomes are carried out using both direct method and Indirect Method.

The direct methods are those which evaluates the student's learning, knowledge and skills from their performance in the Mid Semester Test (MSTs), End Semester Examinations and supporting activities such as presentations, assignments etc. Inter Section Subject Quiz (ISSQ) is another measure used to gauge how well students of various academic backgrounds are learning at the course level.

Further, Intra and Inter college result analysis is a regular feature at SACCM, which helps in identifying the gap areas where there is a scope for improvement. Thus, identifying the potential toppers, distinction holders and slow learners where faculty need to focus.

The indirect method of evaluating the attainment of POs & COs comprises feedback taken from various stakeholders i.e. students, alumni, parents, and teachers to reflect their views on student's learning.

Also, students' participation in activities like independent thinking exercise, British parliamentary debate also reflects upon their learning levels.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

283

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://saccm.in/wp-content/uploads/2022/12/annual_report_2021_22.pdf

2.7 - Student Satisfaction Survey

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

https://saccm.in/student-faculty-feedback-general/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

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

00

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

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

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

25

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

41

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in

national/ international conference proceedings during the year

`06`

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

3.3 - Extension Activities

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

Every year the NSS unit organizes many collaborative and non collaborative activities. During this year activities like Annual Blood Donation Camp in collaboration with Rehras Sewa Society, Womens' Day Celebration in collaboration with Castrol India Ltd. and one day NSS Camp etc. have been conducted as collaborative activities. Under the one day camp NSS unit of the college organized multiple activities like celebrating International Yoga Day in collaboration with Decathlon sports India, session on calmness and stress management, first aid training session by team from Fortis hospital, and chhabeel seva at gurudwara. NSS unit also observed the martyrdom day of Shaheed-e-Azam Sardar Bhagat Singh, Rajguru and Sukhdev to educate the new generation about the freedom struggle of India. During the period under consideration students also celebrated Happiness Week and contributed eatables, stationery items, toys etc. for the orphan and differently abled children of Shree Balaji Prem Ashram and Nikhil Vidyala (Dad Lalton Kalan). Active participation of students in such activities, imparts knowledge, sensitizes them about a variety of societal issues, instills the spirit of volunteerism, community understanding and service, generosity and enables them to learn and apply life skills.

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

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

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

`00`

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

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

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

`03`

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	[View File](#)

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

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

`133`

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

3.4 - Collaboration

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

03

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

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

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

03

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

To create an effective teaching learning environment, through extensive use of ICT, the college has been providing best infrastructure. Over the years, the college has amplified its infrastructure, depending on requirements.

State-of-the-art technology is made available in all the classrooms. Presently, there are 17 classrooms and 6 tutorials rooms, fully equipped with smart interactive Panels, Wi-Fi/LAN facilities.

To check the functionality, initially two classrooms were fitted with smart boards. As on date all classrooms are equipped with Smart Interactive Panels.

SACCM has a computer centre having the most advanced and adequate computing equipment. All the Faculty Members and the Administrative Staff are provided with the laptops. The college has also provided facility of shared printers, scanners, xerox facility to Faculty. The whole campus is Wi-Fi facilitated with 60 Mbps bandwidth. SACCM has an enriched Library which is fully automated with Integrated Library Management System (ILMS) and library reading room for teachers and students.

There are two state of the art seminar halls, fully equipped with latest ICT facilities, with a capacity of around 100 persons each.

Also, the college has a State-of-the-art technology 'Mother Auditorium', with sophisticated ICT equipment and with a seating capacity of around 850 persons.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://saccm.in/ict-enabled-infrastructure/

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

The institution employs lot of resources to provide an environment to its students where they are inspired to engage in sports and extra-curricular activities. The college has two badminton courts, one volleyball court and one student centre for various sports

activities. An open gym has also been set up for physical fitness of students. Every year the college conducts a cultural fest cum talent hunt competition for bringing participants with diverse talents and interests from all levels and hone them for skill development. The college has adequate facilities like auditorium, seminar halls, creative forum room, atrium to facilitate various inter-college and intra-college activities. To create the awareness for health and usefulness of meditation among the students, a new meditation centre is also near the process of completion.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

17+2=19

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17+2=19

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

1,872.81

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

4.2 - Library as a Learning Resource

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

Name of 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

QualCampus

Fully

2020 v4

2021

- **Additional Information:**

E-Granthalaya: In the year 2014, e-Granthalaya software was installed in the college library. E-Granthalaya is a Digital Platform developed byNational Informatics Centre,Ministry of Electronics and Information Technology, Government of India. Under the platform, NIC provides a complete ICT solution with integrated Library Management Software, Digital Library Module, and a Library Portal (OPAC) with NICSI empanelled Roll-out Services support. E-Granthalaya is useful to transform traditional libraries to e-Library with Digital Library Services which includes, automation of in-house activities of libraries, digital library integration, and to provide various online member services using Single Window Access System. Now, it is closed.

iCloudems: In the year 2019, iCloudems software was installed in the college library. It has modules like circulation, cataloguing, serials, reports, OPAC, Transaction history, Bar-code generator etc. in the library management. Library is fully automated and Bar-code Enabled. Now, it is closed.

QualCampus: In the year 2021, QualCampus software was installed in the college library. It has modules like Acquisition, Serial Management, cataloguing, Stock Management, Circulation, Various Reports, Web-OPAC, Bar-code generator etc. Library is fully automated and Bar-code Enabled.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://saccm.qualcampus.com/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

4.97

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

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

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

30

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

4.3 - IT Infrastructure

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

For effective teaching learning, the College provides a range of Information Technology facilities, with extensive ICT enabled Infrastructure. With the passage of time and as per the requirements of the institution, the college had been augmenting its hardware and software facilities. Each classroom is ICT enabled and the whole

campus is Wi-Fi facilitated with 60 Mbps bandwidth. Moreover, LAN Connectivity is also provided in the classrooms and workstations. The College has a well-established Enterprise Resource Planning (ERP) system QualCampus. This system helps the College to manage various activities which embraces online admission, student management system, examination system, employee management, payroll, Library management, communication with parent and students etc

To maintain the Cyber-Security in the College Campus, Fortinet Firewall security and analyser were installed and timely renewal/update of the same are undertaken. Also, College has adequate number of Trend Micro Antivirus licenses.

SACCM maintains a high-tech computer centre and computer lab, with adequate number of high-end desktops of latest configuration, printer, LED.

Moreover, for surveillance purpose, entire campus has number of CCTV Cameras installed.

In addition to existing Infrastructure, Interactive smart panel has been installed each classroom along with Conference room. For inhouse photography and event coverage, DSLR Camera is purchased.

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

4.3.2 - Number of Computers

87

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

112.88

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

For efficient and effective functioning of the college, the institution has several standard operating practices with respect to Library, IT department, Procurement of Sports Material, Purchase of Stationery Material, College tours and trips and administrative printing work. Moreover, The Estate officer and his team are involved in the maintenance of infrastructure facilities, regular maintenance of civil works such as furniture repairs, masonry and plaster works, painting, carpentry, plumbing and housekeeping. Also, the College outsources the various annual maintenance contracts like 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. In addition to the above, there are established standard operating practices for utilizing physical and academic facilities in the form of student welfare activities fund, administrative support staff, operation of accounts and well-developed procedures for

administrative duties.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

00

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

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

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

42

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

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

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

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

925

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

925

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

09

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

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

5.2.2.1 - Number of outgoing student progression to higher education

29

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

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

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

29

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

21

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

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

Describe the students' representation and engagement in various administrative, co-curricular and extracurricular activities within a maximum of 200 words

SACCM Student Council was formed to develop administrative and leadership skills amongst their students. It comprises of student coordinators of various activities and events held at SACCM like Public Speaking, NSS, College Magazines, Annual Prize Distribution, Convocation, Sports, social gatherings, Cultural/Youth Festival, Wall Magazine, Discipline/Anti ragging cell, Career Guidance and Placement cell, Mettle, Independent thinking exercise etc.

The details about selection, constitution, activities and funding have been discussed below:

1. Selection:

The selection in the council is based upon the aptitude, previous achievements or leadership ability of a student.

Students excelling in university results (session 2019-20) are also a part of SACCM student council to reward their exceptional achievements in academics.

2. Constitution

The total number of students in council may vary depending upon the requirement and workload of the activity. A total of 50 students were selected as members of student council for the session 2021-22.

3. Activities undertaken by the Council:

Council holds periodic meetings to finalize certain students' related decisions like introduction/modification of college events, festival celebrations etc.

1. 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.

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

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

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

11

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

5.4 - Alumni Engagement

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

Alumni are the brand-ambassadors of the institution to the outside world. SACCM has a registered Alumni Association with the name of 'SACCM Alumni Association' since 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)

Following are the ways in which Alumni contribute:

1. Alumni association has been instrumental in building good reputation for the college through word-of-mouth publicity.

2. The college invites its University Gold Medalists from pass out batches to share academic and personal tips to the potential achievers of the on-going batches.

3. Well placed alumni are invited by the college to address the students and share their industry experience with the present students.

4. SACCM Alumni Association has been able to generate a brain bank of the professionals and entrepreneurs from amongst its members which helps the college in organizing various industrial visits, extension lectures.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Aspiring to be one of the leading institutions of India, SACCM envisions creating business leaders with dynamic competencies and entrepreneurial skills and produce skillful, self-reliant and globally-competent individuals who would face challenges of the fast-changing business environment head on besides contributing both at social and national front. The Governing Body, a perfect blend of industrialists and academicians, helps in identifying and instituting practices needed to translate its vision into reality (exhibited in SACCM Student-Development-Model). Under their continual guidance, the college-curriculum has been enriched with innovative inputs through the fora of 'Shape-the-Mind-Program' (learning through experiences of legends and visionary personalities), 'Independent-Thinking-Exercise' (developing critical thinking), BPD and MUN (acquiring oratory & leadership skills and be globally awakened), YEN and CGPC activities (imbibing entrepreneurial and employability skills) thereby developing effective management competencies. Students' active involvement in event-organizing exposes them to organizing and directing abilities. Recently, soft skills education was made a significant part of its curriculum by introducing Skill-Enhancement-Courses like 'Human Values & Ethics', Self-Management & Inter-Personal Dynamics', 'Business Etiquette and Professionalism' to make the students industry ready, personally empowered, socially effective, and professionally efficacious. Faculty is involved in decision making through various committee-meetings and brainstorming-sessions.

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

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

Believing strongly in the ethos of delegation and participation in its working, participative management is followed in decision-making at three levels. At the top-level, Chairman-Governing body based on annual college review functioning takes strategic decisions after

due consultation with Governing Body. At the Second level, the principal functionaries-Secretary, Governing Body and the Principal are there who implement the decisions taken at top level and are eventually responsible for overall functioning of the college.

Then, there is an administrative organizational structure through which the overall College-functioning is catalogued into six key-functions placed at the Third level of the hierarchy as Registrar, Controller of Examination, Dean Student Welfare and Alumni, and IQAC Coordinator etc. with designated faculty as respective in-charges of theses administrative-functions.

At the Fourth level, Discipline Committee, Budget-Committee, LAC, ICC, GRC, RFDC, WDC are there comprising faculty and non-teaching staff entrusted with independent responsibility to manage various affairs. Also, there are Event-specific-committees delegated with responsibility to execute college activities/events.

Lastly, to promote students' participation, student council and events-organizing committees are there, who are consulted and involved in organizing various cultural, public speaking or co-curriculum related events.

This entire process of participation and decentralization is co-ordinated by the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Introduction of M.Com

In any organization, pursuit for excellence in any field is embedded in the planned execution of its Vision and Mission. SACCM has adopted perspective planning in all facets be it the Teaching-Learning-Evaluation, Infrastructural Development or Faculty Development. In continuation, the most notable part in this period has been the introduction of M.Com Course from the session 2022-23 under the affiliating University Panjab University, Chandigarh. With this addition, the College has upgraded itself from an undergraduate

college to a post-graduate college.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	http://saccm.in/wp-content/uploads/2022/AQAR-2020-21-documents/Perspective%20Plan%20SACCM.pdf
Upload any additional information	View File

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

Describe the Organogram of the Institution within a maximum 200 words

In reference to the organogram given in the weblink, the institution has different levels of hierarchy in its organization structure. At the top level, there is Governing Body performing the steering, mentoring and monitoring tasks and taking all strategic decisions. The Secretary, Governing Body and Principal come at the second level of the hierarchy and are eventually responsible for executing the strategic decisions taken by Governing Body and College's overall functioning. At Third level, whole administrative functioning is catalogued into six key administrative functions placed at the third level viz. Registrar, Controller of examination, Dean Student Welfare and Alumni, and IQAC coordinator etc. under charge of different faculty members.

At the Fourth level, various activities and functions are delegated to various Statutory/ Event Specific committees as stated in 6.1.2. The committee members or designated in charges of the activity/function are empowered to steer the affairs of their committees. Under the guidance of designated in charges at fourth level, every function strives towards Vision and Mission of the College. All the committee heads along with committee members decide the programs, procedures, schedules, tasks to be undertaken after due consultation among themselves and the same is finalized after deliberations with the Principal.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	https://saccm.in/organizational-structure/
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The College has number of welfare schemes for the members of the faculty, non-teaching and sub staff, the details of the same are given as under:

For Teaching staff

· Sponsoring faculty members' participation in seminars, conferences and workshops.

· 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 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, the same is also extended to the adhoc faculty.

· Provision of monthly short leave where the college grants two hours of paid time off every month in case of any emergency

· Sports facilities for recreation

· Provision of Duty Leave

For Non-teaching

· Accommodation in the campus on nominal rent.

· Free uniforms and shoes

· Recreational program for sub-staff and their families to motivate them intrinsically by recognizing them as an inextricable and vital part of SACCM family.

For Teaching and Non-teaching both

· Group Mediclaim Insurance

· Free of cost bus facility

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

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

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

07

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

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

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

02

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

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

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

17

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

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

The college has a comprehensive performance appraisal system in place under which the faculty is appraised on four parameters namely results, research and case study, student feedback and administrative duties.

Under the first parameter, scores of each class taught by the subject teacher is evaluated individually as well as in comparison to the best colleges of University. In the second parameter naming research and case study, faculty is assessed based on research papers published in UGC notified journals and quality of the case study written (evaluated by an independent expert in the year). Under the third parameter, quality of the teaching of the faculty is gauged from the students' feedback through a structured questionnaire covering questions pertaining to quality of content delivery, teaching innovations, nature of assignments, notes and other support etc. Lastly, faculty is judged on how effectively it has discharged the administrative duties assigned.

Similarly, non-teaching staff is appraised on parameters relevant to the administrative work they carry out like professional competence, performance, and personal characteristics required to effectively perform administrative assignments.

Overall, the appraisal system is designed to nudge, motivate, and inspire the appraise toward what is also the motto of the institution "Excellence".

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

6.4 - Financial Management and Resource Mobilization

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

Institution 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.

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

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

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

00

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

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

Being a self-financed institution, funds required for any infrastructure development or day-to-day operations, are either generated through its own Corpus, or provided by the managing trust. However, for optimal utilization of these funds, appropriate systems and procedures are in place. A quarterly and an annual revenue and capital budgets are prepared in the beginning of every year after taking requirements from teaching and non-teaching staff by Budgeting committee comprising members of the faculty. Later, Chairman of the Managing Trust along with the budgeting committee reviews the budgets before its finalization. Thereafter, capital budget thus approved is handed over to the purchase department for the procurement of the budget items at the best quality and with the lowest possible price. Based on the approved revenue budget, funds are transferred to the college on monthly basis and the college is authorized to spend as per budget approved. On monthly basis, Accounts department compares the expenses incurred in the month vis-a-vis budget and the next month budget is prepared for the transfer of desired funds. Monthly review helps in curtailing any overspending against the budget and better planning for future. This ensures optimal utilization of the available funds.

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

6.5 - Internal Quality Assurance System

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

IQAC regularly assesses the activities in curricular, cocurricular

and extra-curricular domain or for infrastructural and faculty development where improvements are perceived. Two of the activities where IQAC contributed during this period are as follows:

1. EBSCO Database- A Valuable Add-on to Library E-Resources

The College of Commerce and Management made a valuable addition to its e-resources by subscribing for EBSCO Database. EBSCO is the leading provider of research databases, e-journals, magazine subscriptions, and e-books for academic libraries and researchers and is a hub of scholarly peer-reviewed articles, newspaper articles, trade publications etc. It is one of the leading online research platforms used by thousands of institutions and millions of users worldwide. The subscription of this database is going to help the students and the faculty to carry out their academic and research endeavours more resourcefully.

2. Infrastructural Additions

The College has made notable addition to its physical infrastructure including the new Computer Centre, Mother Auditorium, Basketball ground, Open Gym to provide new facilities for the all round development of the students be it in the e-infrastructure facility, physical fitness and platform to exhibit their talent in different extra-curricular activities. Also, Meditation Room construction is under way and will be available to support students in their spiritual growth and other positive aspects of Meditation.

File Description	Documents
Paste link for additional information	https://saccm.in/iqac-documentation/
Upload any additional information	View File

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

The institution regularly reviews its teaching learning processes, structures & methodologies of operations and learning outcomes through the forum of IQAC and incremental improvements suggested after due deliberations as Teaching-Learning-Reforms for current period are :

1.Introduction of Skill Enhancement Courses

Consistent attempts are made towards upgrading skills and developing students' competencies beyond university-curriculum to make them capable individuals proficient to handle future challenges. For this, a new initiative was taken in 2021-22 by introducing 'Skill Enhancement Courses' designed to make students industry-ready, socially-effective, personally-empowered, and professionally-efficacious. The well-structured programmes form an integral part of college-curriculum wherein an array of teaching-learning-methodologies viz. role-plays, group-disccisions, presentations, case-study-discussions etc. are conducted. Thus, apart from teaching academic-curriculum, students are groomed in soft-skills to ingrain competencies to excel in personal-lives, social-interfaces or professional-engagements.

2.Smart Class Rooms

The College has already got classrooms equipped with ICT facilities like LCD-projectors and audio-visual aids required for effective-teaching. With effect from 2022, the college has installed 'Interactive-Smart-Boards' to enhance interactivity and better utility of the boards both for the students and teachers. Smart Classrooms are going to be a good resource for the 'Blended-Teaching-Mode' as an option in the times to come considering the new education policy.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://saccm.in/wp-content/uploads/2022/12/annual_report_2021_22.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

To sensitize students and society about the pains and pangs, twitches and twinges of the destitute, Women Development Cell in association with SACCM NSS Unit systematized following talks for students:

Topic/Initiative

Speaker / Collaborator

Date

Eco Friendly Initiatives

Dr. Deepika Bansal (Ayurvedic Physician) Mr. Gourav Tandon (Health and Wellness Officer)

22-10-2021

Breast Cancer Awareness

Florina Singh

28-10-2021

Gender Equality today for sustainable tomorrow

SACCM in collaboration with Castrol Ltd.

07-03-2022

Equality for women is Progress for all

Ms. Kritika Arora

08-03-2022

Entrepreneurship & Startups: Real Way

Ms Smriti Bhatia

20-05-2022

Femininity test in sports: Are women athletes actually getting actually getting a levelled field to play

Prof. Aman Amrit Cheema, Professor, PURC, Ludhiana

30-05-2022

- For promoting psychological well-being and facilitate personal growth of students, SACCM has appointed full-time psychologist.
- Separate common room for girls and medical room.

For ensuring safety and security of students, following initiatives had been taken:

- Appointment of security guards at entry point
- For monitoring student's movement, CCTV Surveillance system is in place.
- For timely Redressal of issues, SACCM has constituted committees such as ICC, GRC, Discipline Committee, and Anti-Ragging Committee.
- Fire extinguishers have been installed and timely audit is conducted to ensure safety on campus.

File Description	Documents
Annual gender sensitization action plan	https://saccm.in/wp-content/uploads/2022/AQA R-2021-22-documents/7.1.1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://saccm.in/wp-content/uploads/2022/AQA R-2021-22-documents/7.1.1_geo_tag_pic.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

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

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

Waste management is set of pursuits required to manage waste from its inception to final disposal. SACCM has well managed waste disposal system which is elaborated as follows:

1. Solid Waste Management:

SACCM has lush green campus and therefore waste generated in the form of debris and dropping from trees is unavoidable. Waste collected from cleaning of academic buildings and campus lawns is disposed of. NSS unit conducts cleanliness drive annually whereby volunteers educate students on campus about benefits of keeping surroundings clean.

1. Liquid Waste Management:

Safe disposal of liquid waste and proper reuse mechanism not only preserve the environment but also helps in reducing the usage of

fresh water. With this objective in focus College has Sewage Treatment Plant of 50 KLD capacity wherein, all sewage water is treated, and thereafter reused for irrigation of college lawns and playground.

1. E-Waste Management

E-waste like discarded UPS, tubes and other materials is disposed under supervision of IT In-charge and estate officer, which further sells the waste to the vendors.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	https://saccm.in/wp-content/uploads/2022/AQAR-2021-22-documents/7.1.3.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**E. None of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Inclusive environment is one whereby a person belonging to innumerable and varied cultural orientations, regional / linguistic / societal disparities feel part of the environment in terms of expression of views etc. SACCM thrives to build a sustainable inclusive environment for institutional and societal development.

Freedom of expression is cultivated through participation in plentiful of public speaking events such as British parliamentary debate, independent thinking exercise, debates & elocution, and MUNs.

SACCM financially help the students coming from economically weaker sections of society. SACCM offers reservation for SC/ST category for upliftment of underprivileged communities.

For the regional inclusion, SACCM rejoices the festival of Lohri where members of faculty and students pay their offerings in bonfire and worship the blaze.

Recognizing the essentials of differently abled children, SACCM's NSS unit collaborates with various NGOs for enabling such students learn the ways of earning livelihood. 'Joy of Giving Week' which is a festival of philanthropy is organized annually by engaging students and faculty through"acts of giving".

To pay tribute to martyrdom of Guru Arjan Devji and propound message of eternal optimism, chabeel sewa was arranged for.

This is how institution pioneers in creating inclusive and conducive environment for all.

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

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

For ensuring sustainable future for humans, following initiatives are undertaken by SACCM:

- **For maintaining natural ecological balance, and preserving the planet, SACCM arranges for Plantation drive, campaigns for 'Plastic Free Campus' etc.**
- **SACCM has well-placed policy on anti-ragging, and 'Prevention of sexual Harassment of Women at Workplace'.**
- **For addressing the patriarchal and rigid cultural gender issues, SACCM charts deliberations for empowering students to exercise their rights and discharge their duties passably.**
- **Blood is the most precious gift that anyone can give to another person –the gift of life. Realising this, SACCM organized a blood donation camp.**
- **For fighting against COVID-19 pandemic, the college sensing its responsibility towards society arranged for numerous covid vaccination camps.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	[View File](#)
Any other relevant information	**No File Uploaded**

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

- **To commemorate Sri Aurobindo's Sesquicentennialbirth anniversary, SACCM hosted State Level Inter-College and Inter-School competitions wherein themes were pertaining to life and philosophy of Sri Aurobindo Ghose. To this, deliberations and discussions were also arranged for throughout the year.**

- **For conservation of 'The Mother Planet', NSS volunteers celebrated 'World Environment Day', and 'International Yoga Day'. The team also lauded 'Constitution Day', 'International Women's Day', 'Martyr's Day', 'Vivekanand Day', Teachers' Day' and so on.**
- **SACCM rejoices the festival of Lohri with gaiety and fervor, where members of faculty and students pay their offerings in bonfire and worship the blaze.**
- **Blood is the most precious gift that anyone can give to another person –the gift of life. Realising this, SACCM organized a blood donation camp.**
- **For fighting against COVID-19 pandemic, the college sensing its responsibility towards society arranged for numerous covid vaccination camps.**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	[View File](#)

7.2 - Best Practices

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

Best Practice I- Public Speaking Skills Development Program

Objectives of Practice

To overawe stage fright amongst students

The Context

Despite being academically meritorious, few students feel reticent in expressing themselves. For addressing these issues, SACCM has well-designed public speaking program.

The Practice

SACCM has well-designed 'Public Speaking Program', under whose umbrella activities of 'Paper Reading', 'Elocution' and 'Debate', 'British Parliamentary Debate', 'Model United Nations Conference', and 'Independent Thinking Exercise' are carried out.

Evidence of Success

SACCM students have exhibited their talent in various competitions

where they have proved their mettle by grabbing positions.

Problems Encountered

No problem encountered.

Best Practice II – E-initiatives

Objectives

To make SACCM campus Wi-Fi enabled for unabridged teaching,

administrative and research operations creating sustainable long-term

relationships with stakeholders.

Context

? ICT integration aims at providing effective teaching-learning

environment.

? Digitization of office operations.

Practice

? For ICT integration each classroom is equipped with Smartboards

and internet connectivity.

? SACCM has subscribed for e-resources such as EBSCO.

? LMS Qualcampus is used for sharing e-content and managing

administrative functions.

Evidence of Success

? Effective curriculum delivery

? Holistic development of students using digital infrastructure

? Effective communication with students.

? Better cash management

? Maintenance of digital records of information

Problems Encountered

No problems encountered.

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

7.3 - Institutional Distinctiveness

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

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 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 pilot's 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 teachers and taught as well. Industrial and field visits are a way of life with SACCM. A 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. Thus academia-industry interface, tech-enabled learning and 360-degree feedback system help the college to outwit other educational institutions.

File Description	Documents
Appropriate web in the Institutional website	[View File]
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

•

• **Realizing the importance of technology in this dynamic world, the college is planning to start new courses related to Computer Applications.**

• **A new academic block has been planned to be constructed for catering to the infrastructural needs of new courses.**

• **The college management is coming up with a solitary Mediation hall, which will serve as a platform to fulfil students' quest of self-realisation, spiritual wisdom and unlock their hidden potential.**

• **This newly constructed state-of-the-art auditorium will boost the morale of our talented young minds to perform on this stage with great zeal & enthusiasm and showcase their extra-mural tarits on a bigger platform.**

• **SACCM intends to strengthen 'Industry-Academia Interface' by opening an 'SACCM Chapter of Commerce and Industry' and thereby, enhancing focus on students' placement opportunities.**

• **SACCM has planned to set up the Technology Business Incubator (TBI), which will foster entrepreneurial spirit among young entrepreneurs by providing them mentoring, technical assistance, seed funding, and access to angel investors.**

In order to help the students to build a sense of responsibility and sensitivity towards the society, 'community outreach programmes' will be enhanced by organizing various NSS activities in the villages adopted by the college.