



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	STE'S SINHGAD COLLEGE OF ARCHITECTURE, VADGAON (BK) PUNE.
Name of the head of the Institution	BANANI BANERJEE
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	020-24351439
Mobile no.	9975706561
Registered Email	principal.scoa@sinhgad.edu
Alternate Email	scoa@sinhgad.edu
Address	S.No 44/1,Vadgaon BK,Off Sinhgad Road
City/Town	PUNE
State/UT	Maharashtra
Pincode	411041

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	private
Name of the IQAC co-ordinator/Director	Dr. Priyanvada N. Chitale
Phone no/Alternate Phone no.	02024351439
Mobile no.	9822875750
Registered Email	principal.scoa@sinhgad.edu
Alternate Email	scoa@sinhgad.edu

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.test.com
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://cms.sinhgad.edu/architecture-scoa/scoa/naac-2017-/academic-calender.aspx

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.43	2018	02-Nov-2018	02-Nov-2023

6. Date of Establishment of IQAC	16-Aug-2017
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
CRs group: a committee of Class Representatives	11-Feb-2019 1	48

(CR) and Lady Representatives (LR) of each year / class from all divisions from all courses is formed.		
Peer group of faculty.	15-Oct-2018 1	12
Guardian-Teacher: mentoring and counselling	10-Dec-2018 1	785
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
B. Arch	Aspire mentorship project	Savitribai Phule Pune University, Pune	2019 730	200000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Parents teachers bonding strengthened by formation of formal Parents Teachers Committee	
Progressive assessment improvised and implemented for quality enhancement	
Teachers students committee reformed for carrying out cocurricular and extracurricular activities	

Teaching learning process initiated to focus on Outcome based education.

Encouraged students and faculty to pursue research.

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

Plan of Action	Achievements/Outcomes
Outcome Based Education (OBE) System to be implemented	Lesson and Session Plans for all subjects are focused on OBE
support to faculty and research activities to be undertaken financial	financial support extended to faculty for attending quality improvement programs and conferences with paid leave
Career counseling & placement cell needs to be strengthened	Regular career counseling conducted to Fourth & Final year B.Arch. classes by senior faculty members
Documentation and archiving	Documented from UG PG programs as study tour reports selected Dissertation and selected works of students
Alumni engagement increased	Two per semester arranged instead of one
Utilize talent of faculty for campus planning & Development	Tree audit done by Landscape Architecture faculty with students
LMS and ERP system (including online Feedback) to be introduced	Partial ERP system is already been in use and online Feedback system under process
Consultancy cell	PG departments are working on projects for consultancy cell which are under process

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Development Committee	11-Oct-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission	2019
Date of Submission	02-Jan-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Sinhgad College of Architecture (SCOA) offers undergraduate course of B. Arch. since 2000, two Postgraduate courses M. Arch. in Architectural Conservation and Computer Application, since 2006/07 and Doctoral studies since 2008 under Savitribai Phule Pune University (SPPU). All the curricula are designed by SPPU, as per the guidelines of Council of Architecture (COA). Our faculty members actively contribute being members of Board of Studies, SPPU and Syllabus Committees, Chairmen for various subjects. This academic year, 2015 Pattern syllabus was continued for all courses, which are structured in semester system and academic calendar was provided with dates of commencement and conclusion of semester and examination schedules. Post NAAC accreditation, the institution ensures to set quality benchmark in curriculum delivery through more effective way focusing on quality-centric enhancement adhering to vision and mission set by the institute. The curriculum delivery includes teaching-learning and simultaneous evaluation process and documentation of all records stagewise. B. Arch. Department is divided into four divisions with equal strength of students and faculty. Five-tier curriculum delivery system in B. Arch., composed of the Principal, Head of Department (HOD), Division Coordinators, Year and Subject Coordinators and four tiered postgraduate departments are in place. Each semester is divided with four quarters of one month duration for periodic evaluation. Teaching strategy is carried out taking two factors in mind; distribution of teaching load to the faculty as per their expertise, experience and preferences. Teaching approach which is based on three components; theoretical base, demonstration projects and topical research for most of the subjects. Division coordinators prepare academic schedule, distribute teaching workload, appoint visiting faculty, monitor year and subject coordinators and implement all necessary activities. The year coordinators monitor implementation of syllabus, progressive assessment, conduction of examinations and remedial/ improvement classes, also counsels as mentor or Guardian-teacher of the respective classes and involve parents for progress of their wards, along with the class and subject coordinators. The subject teachers make detailed Session Plan for entire semester and Lesson Plan for each assignment, keep attendance records, conduct juries, arrange co-curricular activities as workshops, site visits, guest/expert lectures for interactive, innovative and experiential curriculum delivery to enhance teaching. Division, year and subject coordinators jointly make progressive and semester-end assessment, keep record of attendance academic performances of the students, implementation of syllabus and send reports to parents periodically Monthly/quarter progressive meetings are found successful in bringing parity of all divisions in keeping high standard of curriculum delivery, uniformity of scale, complexities of assignments, variety of ideas and experimentation. Teacher-guardians conduct parent-teacher meetings to discuss about progress of their ward, particularly for the students found with inadequate attendance and

unsatisfactory academic performances and conduct meeting with all students periodically. Committees such as Parent-Teacher and Class Representatives prove helpful. The documentation is carried out simultaneously for syllabus completion, academic performances and attendance records at end of each semester. Academic works of high standard and co and extra-curricular works are documented and preserved digitally by taking photographs and are exhibited in college.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BArch	Elective I (Interior Design)	03/12/2018
BArch	Elective II (Design, Technology) Architectural conservation	11/06/2018
BArch	Elective III (Allied) Architectural Journalism	03/12/2018
BArch	Elective IV (Management)	03/12/2018
BArch	Elective II (Design, Technology) Computer Application	11/06/2018
BArch	Elective III (Allied) Photography	03/12/2018
MArch	Photoshop	20/08/2018
MArch	GIS mapping	07/01/2019
MArch	Heritage Economics	02/07/2018
MArch	Colloquium	20/08/2018
MArch	Robotics & Embedded system	07/01/2019
MArch	GIS mapping	02/07/2018

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

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

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BArch	Practical training of 90 days in architectural offices	129
MArch	Practical training of 40 days	28
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>We have a formal system to obtain feedback from Students, Teachers, Alumni, Parents and Employer. Receiving feedback from your students about teaching helps to identify and meet the needs of students, and helps in improving quality of teaching. For seeking feedback from students, few guidelines were followed as anonymity: allowing students to give feedback anonymously so that honest feedback could be obtained, explaining to students before conducting survey about importance of feedback to benefit their teaching learning process. The student feedback was obtained through firsthand manually questionnaire at the end of academic year/ semester with an extensive range of teacher on teaching centric queries with parameters such as Time Sense, Subject command, Evaluation and Helping Attitude, subject wise completion of syllabus, understanding of subject from teacher, explanation of subjects, fairness in assessment etc. Each question was evaluated on the scale of 5, ranging from 1 Very Poor to 5 Excellent. The number of respondents from each class was randomly chosen of minimum half of its strength, and confidentiality of students' identity was maintained strictly. SCOA follows a studentcentric teachinglearning system hence this feedback was taken into consideration in improving the quality of teaching and satisfaction of the students. Faculty members performing satisfactorily are encouraged to take initiatives as per their interests and to lead as each subject is taught by a team of experienced, new teachers from both core visiting faculty to enhance teachinglearning experience. The faculty members with average or unsatisfactory performances and newly joined faculty members were given opportunities to enhance their teaching by sponsoring from college to participate in teachers' induction programs, TTP</p>

(Teacher Training Program), etc. In case of successive poor performances, periodic warnings are notified and no such cases occurred in this year. Teachers uploaded online self appraisal report in end of academic year for the period from June 2018 to May 2019, where parameters are set by the management on adherence of conducting classes for each subject as per syllabus requirement and teaching load distribution as per norms for different cadre, research undertaken publication, coordination of co extracurricular activities, administrative responsibilities, etc. Based on grade points achieved by each faculty, continuation of service, increment, promotion was decided by the management. Less than 40 points grade is considered as unsatisfactory performance and warnings given by the management. But none in SCOA faculty received unsatisfactory feedback from the management. Alumni feedback from students completed their B. Arch. course this year were taken during the Annual Alumni Meet. Their suggestions are incorporated and are taken into consideration. An Annual Parent Teacher Committee meeting took place at the end of academic year and their feedback was considered in internal policy making. The college is in the process of implementing online feedback system from students, parents and alumni.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BArch	Architecture	160	160	158
MArch	Architectural Conservation	10	10	8
MArch	Computer Application	10	10	10

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	739	46	47	6	1

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
106	106	112	24	10	5

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

Mentoring is a continuous practice starting from commencement to conclusion of each semester. The objectives of the practice followed by the institute are 1. To monitor the students regularity discipline, 2. To make parents to

know about the performance regularity of their wards, 3. Improvement of teacherstudent relationship, 4. Counselling students for solving their problems and provide confidence to improve their quality of life, and 5. To guide students to choose right career path, higher studies, etc. After NAAC Accreditation in the academic year 201718, SCOA is emphasising on enhancement of quality education in architecture. As part of continuous evaluation strategy, the performances of students in terms of completion of academic works with higher standard of quality are considered stage wise. The semester is divided into four stages or quarters of one month of duration for each one, and end of each quarter, periodic meetings are conducted by the Principal with HODs to review the punctuality and regularity of the students and evaluation carried out for to identify status of performances in academic works. In B. Arch. course, for inculcating discipline, punctuality and motivation among the students as the main objective in career building of a student, the college has adopted a well established system, GuardianTeacher scheme for monitoring mentoring the students' activity. In the existing scheme, under one Guardianteacher or mentor, 40 students of a class or year in each division are groomed, who counsel as well as guide the students. The teacher of each subject takes students attendance in every class during the fifteen minutes in the subject attendance register. If a student is absent for more than ten days continuously, then mentor informs parents and enquires the reason. The Mentors prepare the monthly attendance and send to the parents of defaulters, forward to the Division coordinator, and for critical cases inform the HOD and Principal for further action. The mentor also makes an effort to improve the students' academic work and attendance, prepares schedule for extra remedial classes for improvement and practice as per the requirement. The records of such classes are marked in GuardianTeacher register conducted by the subject teachers and attended by the students. The Mentors meet the students or mentees once in a every month as mentoring and counselling hour after the classes. The Parents/Guardians of poor attendee/performance or defaulter students is called for PTA for corrective and preventive measures for further improvement of their ward. The class representative committee meetings are being conducted twice in a semester for every class to know and to solve their problems. Grievance Redressal Cell also helps for listening and implement of complaints of students and takes actions. AntiRagging Committee monitors the freshers by counselling and resolving their problems. Mentors also coordinate study tours, site visits, guest lectures for their class, recommends and encourages mentees to participate in various co and extracurricular activities in the college as well as outside competitions. Number of students enrolled in the institution 750 (B Arch)46 (M Arch) 796 Mentor: Mentee Ratio 1:40

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
796	53	1 : 40

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
65	53	12	4	3

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Banani Banerjee	Principal	Felicitation on women's day celebration by IIA, Pune Chapter
2019	Dr. Vaishali Latkar	Professor	INTACH Executive committee member

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BArch	2015 pattern	Semester II	13/04/2019	28/06/2019
BArch	2015 pattern2015 pattern	Semester IV	30/03/2019	28/06/2019
BArch	2015 pattern	Semester VI	30/03/2019	28/06/2019
BArch	2008 pattern	Semester VIII	30/03/2019	05/07/2019
BArch	2015 pattern	Semester VIII	30/03/2019	28/06/2019
BArch	2008 pattern	Semester IV	30/03/2019	05/07/2019
BArch	2008 pattern	Semester X	30/03/2019	05/07/2019
MArch	AC and CA	SemesterII	20/04/2019	10/07/2019
MArch	AC and CA	Semester IV	06/04/2019	10/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• After NAAC Accreditation in 2018, SCOA has taken efforts to improve the performance of students through Continuous Internal Evaluation system to enhance quality of academic works, disciplined behaviour and to improve the academic results of the students. In B. Arch course, students need to complete assignments in three categories as Theory notes and Tutorials, Drawings and Models demonstrating design solutions and Research on topical issues.

Continuous evaluation of academic work of students is carried out by emphasizing on progressive quality enhancement and grading the same throughout the semester. The semester is divided into four quarters and a progressive report is prepared at the end of each quarter on status of attendance and evaluation of completion and quality of academic works. Progress report is sent to the parents and discussed during TeachersParents (PTA) meeting.

• The examination of SPPU are categorised as per the nature of subjects like, written examination composed of insem and endsem examination, viva, both written examination and viva, and sessional examination. For quality enhancement of performances in written papers, question banks are given, periodic practice tests are conducted under faculty guidance, feedback given based on the performances. Midterm juries and evaluation are carried out for monitoring stagewise performances, giving opportunities for improvement. Final internal assessment of the semester for each subject is carried out considering more on progressive performances. External examiner appointed by SPPU conducts the sessional and viva exam.

• Uploading of sessional viva marks are done when the University link is opened.

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

• SCOA adheres to the Academic Calendar prepared by SPPU in each semester of 16 weeks mentioning dates of commencement, conclusion, and examination schedule for theory and sessional. Academic Schedule is prepared for each semester by the HODs for both B Arch. M. Arch. taking into consideration of the missions set by college for allround development of students accommodating co extracurricular activities in the curriculum framework.

• The calendar marks cocurricular, extracurricular activity period and events, periodic quarter meetings, midterm juries and sessional evaluation, prefinal and final submission dates of all subjects, vacation schedule, holidays as well as

examination dates of insem, endsem and sessionals. All Division, year and subject coordinators prepares class wise comprehensive timetable and comprehensive teaching plan mentioning curriculum delivery schedule as well as guest lectures, workshops, juries, site visits to impart indepth knowledge and also places dates of submissions of all subjects avoiding overlapping. • Subject wise session and lesson plans are prepared by each subject teacher as a guideline to conduct lectures, studio, jury, practice tests and place dates of submissions. Insem examinations are conducted after 6th week as mandated by SPPU, for which timetable is declared and displayed on the notice board and the examination is conducted in accordance to the set norms of the SPPU.

2.6 – Student Performance and Learning Outcomes

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

http://cms.sinhgad.edu/Architecture-website-assets/pdfs/PO_PSO_CO.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.Arch	BArch	Architecture	135	98	72.59
M. Arch (AC)	MArch	Architettura 1 Conservation	13	11	84.61
M. Arch (CA)	MArch	Computer Application	13	10	76.92

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2.7 – Student Satisfaction Survey

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

<http://cms.sinhgad.edu/Architecture-website-assets/pdfs/SSR.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Projects sponsored by the University	01	SPPU	200000	100000

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
INTACH VOLUNTEERS TRAINING	B.ARCH, M.ARCH	23/01/2018

PERPLEX	M.Arch (Computer Applications)	04/02/2019
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3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
	01	

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	B.Arch/M.Arch	2	0
International	B.Arch/M.Arch	2	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
M.Arch	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Zero Carbon Footprints: A Sustainable solution for modern buildings	Dakshayani Pramod Shetye	Engineering Sciences International Research Journal Volume 6, Special	2018	8.01	SCOA	5

		Issue				
Bhattarak Traditions and development of Jain Religious architecture	Ar.Pranoti Lad, Dr. Abhijit Natu	Conversations in Conservation, SHADEEP	2019	1	SCOA	5
A Classical Discourse of research methodology from Philosophical Standpoint: Need to know to claim Knowledge	Dr. Banani Banerjee	SCOPE	2018	1	SCOA	1
Cultural Landscapes of Kanheri Caves	Ar. Poorva Patil	ICOMOS	2018	1	SCOA	1
Documentation of historic paper settlement of Kaghazipura, Aurangabad, Maharashtra	M.arch, SCOA	INTACH	2018	1	SCOA	1
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	7	8	3	2
Presented papers	6	3	0	0
Resource persons	1	2	0	1

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Reward Me Program 18th Dec 18	SCOA Organizing Unit Procter and Gamble SPPU Sponsored	12	144
Nirbhaya the power of being you, 7th Feb 2019	Dr. Nalini patil , Principal SNDT SCOA: Organizing unit	4	100
Self defence, 7th Feb 2019	Mr. Sachin Ubale SCOA: Organizing unit	4	102
Fire fighting ,5th February 2019	Nilesh Karmarkar, NIDM, fire auditor	8	134
Disaster management: proactive measures Col. Supnekar, Director , Yashada, 6th February	YASHADA,SPPU	8	134
Earn and Learn	SPPU, SCOA	1	9
Seminar on Khultabad	M.arch , SCOA	2	25

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
ZONASA at DYPCOA Ambi Pune	Best college	National Association of students of Architecture	40
ZONASA at MGMS JNEC Dept of Architecture Aurangabad	Horrors of the city, The Hunger Games	National Association of students of Architecture	6

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
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Swacch Bharat Abhiyan	SCOA, Vadgaon	Swachh bharat sumer internship program in Narhegaon, Pune . Dated 15th May31st July 2018	2	17
Environmental Conservation	SCOA, Vadgaon	Environmental Poster and display in STES campus at Vadgaon for Public awareness	2	30
Environmental Conservation, Plastic Free Surrounding	SCOA, Vadgaon	Exhibition and presentation of daily use plastic material and its best alternative materials at STES	4	40
Social initiative by students	SCOA, Vadgaon	Palekar School painting	4	30
Tree Plantation	SCOA, Vadgaon	Tree plantation at Taljai Hill	2	20
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Exchange studios	Urban conservation Joint Studio	IIT Roorkee	18/03/2019	21/03/2019	12
World heritage Conference	Workshop at Udaipur	UNESCO, Maharana of Mewar	17/10/2019	20/10/2019	25
Training	Onjobtrainin	Sri Design	10/05/2019	10/06/2019	01

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Lab

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
10	4.65
1	3.78
1	0.53
0	0.24

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing
Others	Existing

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Autolib	Partially	1.0	2005

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	1166	390376	127	32398	1293	422774

Reference Books	5810	8178894	243	131009	6053	8309903
e-Books	339	0	312	0	651	0
Journals	1254	0	1094	0	2348	0
Digital Database	4	31860	0	0	4	31860
CD & Video	1507	312423	162	0	1669	312423
Library Automation	1	0	0	0	1	0
Weeding (hard & soft)	105	43706	24	5767	129	49473
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	170	3	104	3	10	10	10	16	0
Added	0	0	0	0	0	0	0	0	0
Total	170	3	104	3	10	10	10	16	0

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

16 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
STES eLibrary	https://sites.google.com/a/sinhgad.edu/sinhgad-college-of-architecture-library/

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
820550	78272	76456517	84218463

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

Infrastructure requirements for teaching and learning at SCOA are in accordance with norms of COA. As the college is offering the same courses without any additional one this year, the existing area and facilities suffice the requirements. SCOA is having Two Buildings and exclusive area in central library of total Area as 6114.17 sqm. located in a large campus of 35.45 Hectare with many colleges, hostels, mess canteen, staff quarters, schools, sports, cultural and utilitarian facilities. o The Infrastructure subCommittee looks after maintenance and enhancement of the existing facilities. At the end of each academic year, a yearly review of property and audit is done. Any such areas which require repairing, refurbishment or renovation are then maintained accordingly. The purchase committee makes available of required equipment. o Facilities available like Cricket Ground, Playground, Amphitheatre, Swimming Pool, Gymnasium, Cultural Centre, Fruit Centre, Milk Parlour, Medical Store, General Stores and Clinic are available in the campus. There is also a dental hospital in the campus. In case of emergencies the campus has ambulances available for all. o In campus the roads and open spaces are cleaned and maintained regularly. Street lights are maintained by the estate office of Vadgaon Bk. Campus. The garden area is watered on a regular basis. There is ample parking places are available for both two four wheelers. CCTVs are provided at important locations in college building and in the entire campus.

http://cms.sinhgad.edu/Architecture-website-assets/pdfs/Support_Facilities.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	00	0	0
Financial Support from Other Sources			
a) National	State	306	14590997
b) International	00	0	0

[View File](#)

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Disaster Management Programme	05/02/2019	134	FIRE FIGHTING by Mr. Nilesh Karmarkar, Consultant for Fire Audit in NIBM at Seminar hall, STES, Pune
Disaster Management Programme	06/02/2019	134	DISASTER MANAGEMENT by Col. V.N. Supnekar, Director YASHADA at Seminar

			hall, STES, Pune
Nirbhaya Kanya Yojana	18/12/2018	144	REWARD ME Programme by Procter and Gamble, Pune by Mrs. Prachi Jain Mrs. Kranti Jungamwad
Nirbhaya Kanya Yojana	07/02/2019	100	THE POWER OF BEING YOU by Dr. Nalini Patil, Principal, SNTD college of Education, Pune
Nirbhaya Kanya Yojana	07/02/2019	102	SELF DEFENCE by Mr. Sachin S. Ubale, Director Physical Education at Sinhgad College of Commerce
Vigilance Awareness week Rashtriya Ekta Diwas (National Unity Day)	31/10/2018	96	Observed by All Teaching, Nonteaching staff students. Pledge downloaded from pledge. cvc.nic.in, to commemorate the Birth Anniversary of Sardar Vallabhbhai Patel the Unifier of India
Swachh Bharat/ Samarth Abhiyaan	14/12/2018	94	Students of SCOA cleaned painted G.R.Palkar Primary school at Karve Nagar, Pune
World Environment Day	05/06/2018	245	All Faculty of B.Arch. M.Arch courses actively participated. An Exhibition of daily use plastic its alternate material was arranged at SCOA Assembly
Soft Skill Development	13/08/2018	62	Types of Softwares their applicability, by Prof. Abhay Kulkarni, Proprieter, Archismart, Sinhgad Road, Pune
Soft Skill Development	24/12/2018	55	Powerpoint presentation skills, by Ar.

			Akshay Gandhi, AARHAM design solutions, Pune
Soft Skill Development	05/02/2019	76	Digital Photography in Architecture, by Mr. Sumeet Shahane
Yoga and Meditation	21/06/2018	49	Dr. Hemant Jain from SCOP conducted the session
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Further Education in India and Abroad	72	35	12	38
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
00	0	0	Various firm as list attached	56	56
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	1	SCOA	B.ARCH	IIITDM, JABALPUR	Architecture
2018	1	SCOA	B.ARCH	BNCA	Landscape architecture
2018	1	SCOA	B.ARCH	MBA in	Architecture

				Project management	
2018	1	SCOA	B.ARCH	New Castle University of Australia	Architecture
2018	1	SCOA	B.ARCH	Pillai college of architecture	Architecture
2018	1	SCOA	B.ARCH	SavitribaiPhule Pune University	Architecture
2018	2	SCOA	B.ARCH	University of South Australia	Architecture
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	4
TOFEL	1
Any Other	1
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Kabbadi (Girls)	Inter campus	0
Box football (boys)	Inter Division	44
Box football (girls)	Inter Division	44
KhoKho (boys)	Inter Division	48
KhoKho (girls)	Inter Division	48
Tug of War	Inter Division	12
On the Spot	Inter Division	4
PubG	Inter Division	80
Mr. and Miss Sinhgad	Inter campus and Inter college	2
Freshers Carnival	Institution level	158
Farewell	College	272
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Maidan E	National	1	0	LMDFJ20	Hemant

	Jung					Chaudhari
2019	Shear Force	National	1	0	TWVRX15	Akshay Jathar
2019	NEON Karandak	National	0	1	MNPQS14	Siddhi Zawar
2019	BNCA Street Play	National	0	1	SVURX15	Parag Dhomse
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institute has a Student council established in 2018 as per notification by SPPU under the provisions of Maharashtra Public University (Amendment) Ordinance, 2017 (Mah.ord.XXVIII of 2017). The Council is comprised of the Principal, Student Development Officer, meritorious student representatives from all years, National Service Scheme Program Officer, NCC officer, one representative from sports, one representative from cultural activities, and two female student members. SCOA focuses on all round development of the students along with academics. The institute has a student association called SUSAMWAD since many years for academic, cocurricular, extracurricular and administrative activities for students. The members are elected by the students of the institute and represent in various cocurricular and extracurricular portfolios along with teachers. These teams independently handle, decide themes and work on all details to execute the responsibilities of annual exhibition and magazine, wall magazine, sports, NASA, ecoclub, construction yard, seminar and conferences, etc. The student members are also part of AntiRagging and Grievance committees. SCOA is a part of the Sinhgad Student Council (SSC) of STES, which is comprised of President along with Vice president (student's affairs), Vice president (student's activities), Secretary, Treasurer, Foreign student's representative and 14 Council members. This student association is a perfect blend of clubs to produce competent students to face the newer challenges of todays globalized world through holistic development. This council provides a platform for students to support, share and excel in potential qualities. Activities conducted at institute level under various clubs of SSC include Sinhgad Carnival which is a freshers interaction event. This includes two days of social interaction with a fete under faculty supervision. Students of SSC host Sinhgad Dandiya Night along with organizing colleges, where faculty from the institutes are assigned duties in discipline committee. Similarly, annual cultural event NEON is organised where each college is assigned with different responsibilities. SCOA has coordinated various events for past few years as Fashion show, Musical Rock band, organized food stalls, organized and coordinated Discipline committee, etc. SCOA has also conducted activities under SSC at college level which includes workshops for campus decoration, painting sessions with local artists, presentations by architects, site visits to various campuses, etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni Association of Sinhgad College of Architecture was established on 14th of June, 2004, the same day as the very first batch entered the final year of B. Arch. Course and formally registered in 2018. The governing body of Alumni association is constituted under the leadership of Prof. M. N. Navale, President, STES and Dr.(Mrs) Sunanda M. Navale, Secretary, STES, others members

include Principal and alumni from B. Arch., M.Arch., and PHD departments. The objectives of the Alumni Association are as 1.To create a lifelong bond between the college and its alumni, 2. To involve alumni for college development, 3. To mentor students for their career development, 3. To support functioning of the "Placement Cell", 4. To grant scholarships / monetary assistance to deserving students and for institute development, 5. Feedback for considering their suggestions in making and revising policy for benefit of students and college.

- The activities and events include special lectures on their field of expertise, discussion with present students from their experiences for choosing specialization for post graduation and universities in India and abroad to pursue the same, formal alumni meeting, informal gettogether or alumni meet where they get an opportunity to meet with their seniors as well as successful people from the profession.
- The farewell function was arranged on 11th March 2019 for outgoing students (Fifth year B. Arch Second year M. Arch), where the principal and other faculty addressed about 1. Mandatory requirement for registering in Council of Architecture as soon as they receive Degree certificate particularly to B.Arch. alumni, 2. Importance of morality and ethical practice to save environment and for benefit of the society, 3. Responsibility to make alma mater proud of alumni.
- Two numbers of alumni meet were organized, one in each semester. Alumni Meet / Lecture 201819 Semester I 12.10.18 Ar. Mugdha Kulkarni Presentation on her Thesis of M. Arch. Semester II 12.03.19 Alumni meet Meeting Informal Get together
- Many alumni joined every year as faculty member, 2 joined as visiting faculty in this year. The contribution from such faculty in overall development of college is commendable in terms of enhancement of quality of teaching, learning evaluation, research and administrative works for overall college development. In following year, more number of alumni are expected to join as teaching faculty.
- A total of 148 alumni enrolled out of which 125 in B.Arch. 23 from M. Arch. in 201819 making total alumni of 1122. A donation of. Rs. 17,901.70 from alumni was extended to college for buying a sound system and furniture.

5.4.2 – No. of enrolled Alumni:

148

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

17901.7

5.4.4 – Meetings/activities organized by Alumni Association :

02

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

- Decentralization under a tier system of administration curriculum delivery: The STES management encourage its institutions/colleges to achieve excellence in academics and administrative fields. The administrative framework is structured in two tiers under the leadership of Prof. M.N.Navale, Founder President of STES. The Governing Body (GB) is the apex committee, constituted with management representatives, GOM, DTE SPPU nominees and the Principal as the member Secretary. The next layer College Development Committee (CDC) is constituted under the leadership of the president, STES, management representatives, principal, senior faculty of SCOA and nonteaching staff. There are four subcommittees to decentralize the activities with similar members as CDC, as 1. Finance Committee, 2. Purchase Equipment Committee, 3. Staff Selection Committee and 3. Building Committee. The process of proposal of all

kind, budget, audit, etc. are reviewed and approved through periodic meetings once in each semester. The records of the meetings as agenda, actions taken, minutes are maintained for both. • Internal Academic Monitoring Committee (IAMC) is the most active body constituted with all fulltime teaching faculty. The principal being the head of institution conveys management's vision and policies with faculty regularly. Continuous academic evaluation is monitored through monthly or quarter meetings in each semester. The principal, HODs, Division, Year and Subject coordinators holistically evaluate curriculum delivery, attendance records and progressive academic performances of students, examination, co extracurricular activities and reports are sent to parents. semester commencement, 3 to 4 quarters, and conclusion meetings are conducted and records are maintained. Internal Quality Assurance Cell (IQAC) meetings are held one in each semester. The strategies for quality improvement in tune with vision and mission of the institute are discussed and parameters are formulated. All academic planning of IAMC follows IQAC strategies and systematically lay down before commencement of the term keeping practical knowledge as focused as well as overall personality development of the students. IAMC Quarter / Monthly meetings in 201819 Semester I Semester II Quarter Date Quarter Date Semester Commencement meeting 1.6.18 Semester Commencement meeting 29.11.18 Quarter 1 5.7.18 Quarter 1 3.1.19 Quarter 2 28.8.18 Quarter 2 1.2.19 Quarter 3 12.9.18 Quarter 3 1.3.19 Quarter 4 19.10.18 Quarter 4 22.3.19 Semester Conclusion meeting 30.10.18 Semester Conclusion meeting 29.4.19 • The institute developed over the years a bottomup system of holistic development of students by involving them from making proposals for co extracurricular activities throughout the year, budgeting and financial provisions, implementation under leadership and participation to enhance personal development. • The institute has a student council "SUSAMVAD" (which means 'better communication'), an elected body of students, teachers and nonteaching staff for 13 portfolios. Each teacher is being assigned to coordinate at least one portfolio and under their supervision a team of students organize various activities. The academic and activity calendar is prepared before the commencement of each semester for holistic delivery of curriculum with co extracurricular activities.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The Undergraduate course (B.Arch) and Postgraduate courses (M.Arch) offered by the college follow the curriculum and academic calendar of SPPU, where our senior faculty members contributed. A holistic approach of curriculum delivery was worked out keeping in mind the vision and mission set by the college accommodating co extracurricular activities with main curriculum for all round development. All teaching schedules are prepared at the beginning of both semester and shared with the students, to give exposure through site visits, case studies, workshops, guest lecturers etc. with classroom and studio teaching

	<p>as part of experiential, exploratory and innovative teaching learning process.</p>
<p>Teaching and Learning</p>	<p>A student centric learning environment creation is the mission of SCOA. There is a systematic method developed over the years and followed every year with revisions and refinement whenever necessary. Teaching learning continues simultaneously with evaluation and improvement. Subject teachers deliver syllabus as per Session and Lesson plans, evaluate attendance and academic performances progressively. In a hierarchical system, Year Division coordinators, HOD and principal supervise and execute various measures as remedial classes, extended studios and practice tests. Feedback of students and teachers' training programs are encouraged for effective implementation and sustenance of quality of teaching learning.</p>
<p>Examination and Evaluation</p>	<p>All examinations are conducted by SPPU as per academic calendar. SCOA implements progressive evaluation of sessional works and at the end of each semester internal marks are finalized by subject teachers. College Examination Officer (CEO) along with an internal committee coordinates meticulously all examinations as theory paper insem at college endsem of SPPU and sessional and viva which are carried out by both internal and external examiners appointed by the university. Theory examinations are evaluated at Centralized Assessment centre of the university. Result, scrutiny and revaluation of marks are conducted by SPPU.</p>
<p>Research and Development</p>	<p>Research is a tool for building knowledge enhancing teaching and learning in an institution. Faculty members are encouraged to pursue research by sponsoring to participate in conferences, seminars and workshops, to apply for funded research of SPPU, by organizing similar events in college and funding to attend teachers training programs. Students are motivated to participate university research grants and other design and creative competitions. Academic Research Coordinator (ARC) along with other internal committee members monitor and promote research. Students conduct</p>

	<p>research on topics in fourth year B. Arch., later extend in architectural project in fifth year.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>STES has central library with wide collection of books, journals, esources on various topics, where one floor allocated to SCOA. In addition, there is a departmental library in SCOA building. The college building is fully equipped with wifi network and classrooms with LCD projectors and screen, fixed or portable sound system for curriculum delivery in audiovisual media. There are studios with work stations for each student of all classes, where majority part of teachinglearning takes place. Three Computer Labs are equipped with computers, printers, scanners, etc., other laboratories with required instruments. Electricity backup system is available in campus</p>
<p>Human Resource Management</p>	<p>STES follows practice of recruiting teaching and nonteaching staff, and task of deploying, managing, motivating, training and maintaining employees is at the principal. The governance system deals with planning and implementation of administration activities as per directives of STES under Assistant Registrar and academic activities as per STES and SPPU under HODs. There are various committees in hierarchical layers for governing both academic and nonacademic activities starting from management committees to internal ones constituted with teaching and nonteaching representatives. Periodic meetings are conducted by members and actions are taken to implement requirements as per norms and necessities.</p>
<p>Industry Interaction / Collaboration</p>	<p>Collaboration with people or organizations for working together is encouraged to achieve vision and mission of the college. There are shorterterm collaborations during last year with practicing architects, engineers and technical experts through site visits, lectures for subjects like Building technology and material, Building services, where students had experiential leaning opportunities. In M.Arch (AC), joint studio with IIT Roorkey conducted for exchange of ideas and sharing of teaching learning skills. SCOA has longterm MOU with</p>

INTACH and looking forward to sign more in near future which is under process.

Admission of Students

Admission to both B.Arch and M.Arch. is conducted centralized by DTE of Government of Maharashtra. There is an internal committee to carry out admission procedure and college facilitate candidates by providing guidance in filling up forms, to scrutinize verify and counseling for admission. A permanent exhibition of best works of students of all classes is displayed in college corridors and updated every year, which helps aspirant candidates to choose this college. All available seats of B.Arch. in admission of last academic year was filled up and almost all in M.Arch. due to good reputation of college.

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

E-governance area	Details
<p>Planning and Development</p>	<p>The college is consciously initiated green practice to make paperless system as circulates academic planning and information, official notices to faculty through email, website is upgraded from time to time by uploading annual magazine, event details etc., all lesson plans, session plans, teaching schedules are being shared on Google drive. The students are also given instructions for academic activities by faculty through digital media.</p>
<p>Administration</p>	<p>As a green initiative and to maintain transparent system, college makes efforts to be paperless by digitization in office work too. STES has ERP (Enterprise Resource Planning) system as MIS, for managing various leave and vacation records, appraisal, and employees' data in earlier years. This year similar internal system was used for appraisal of teaching faculty and feedback of management. Popular app WhatsApp is also used as various groups are created for fast communication.</p>
<p>Finance and Accounts</p>	<p>: Financial accounting of preparation of financial statements, summary, analysis and reporting of financial transactions is governed by government rules and STES standards. Finance subcommittee prepares proposed annual budget of income expenditure annually and approved by STES central committee,</p>

	<p>which is revised after six months, and balance sheet is prepared. SCOA has a fully computerbased transparent centralized financial system by using Tally 9 software linked with STES account department. The purchase committee makes proposals and gets approval from STES. Most of the transaction are through DD, Cheques or RTGS.</p>
Student Admission and Support	<p>Admission to B. Arch. and M.Arch. followed by a centralized admission procedure by state authority DTE. The eligibility criteria for B.Arch. followed COA norms and M.Arch. followed DTE guidelines. Admission against vacancy was advertised in print and electronic media. The rules and regulations are provided through the prospectus and college website for the benefit of the students. The admission process is systematically administered as per the schedule of DTE and is transparent.</p>
Examination	<p>Examination circular and all correspondence are acknowledged online from SPPU Examination department. Students fill examination forms online through their exam login created on SPPU examination link. Question papers are downloaded on the day of examination an hour before commencement with the help of password sent to the principal and CEO. The process of uploading of sessional marks are done within stipulated period by the internal examiner and validated by the external examiner of each subject. Results and revaluation are also online process.</p>

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Er.Dakshayani Shete	International Conference on Constructional Real Estate Infrastructure Project Management at NICMAR	NICMAR	3500

2018	Ar. Anita Kavthekar	Paper Published In Conference At Nagpur Pune	NA	4500
2018	Ar. Anjali Rasane	Paper Published In Conference At Nagpur Pune Paper Published In Conference At Nagpur Pune	NA	1000
2018	Ar. Sudhir Deshpande	Paper Published In Conference At Nagpur Pune	NA	1000
2018	Ar. Pradnya Patki	National Conference Technological Developments in Civil Mechanical At SB Patil College Of Engineering Indapur	SB Patil College Of Engineering Indapur	1000
2018	Ar. Sudhir Deshpande	National Conference Technological Developments in Civil Mechanical At SB Patil College Of Engineering Indapur	SB Patil College Of Engineering Indapur	1000
2018	Ar. Sudhir Deshpande	National Conference Technological Developments in Civil Mechanical At SB Patil College Of Engineering Indapur	SB Patil College Of Engineering Indapur	4500
2018	Ar. Anjali Rasane	Paper Published In Conference At Dypsoe International Conference On Emerging Trends In Science Engineering	DYPSOE	3000

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Training For Online Mark Filling On Sppu Portal	Training For Online Mark Filling On Sppu Portal	05/04/2019	05/04/2019	35	1
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Training Program By Council Of Architecture, BNCAPune	1	10/12/2018	14/12/2018	05
Training Program By Council Of Architecture, Ayojan Pune	2	26/11/2018	30/11/2018	05
Training Program By Council Of Architecture, DYPSOA Pune	1	12/07/2018	16/07/2018	05
Training Program By Council Of Architecture, SKNCOAPune	2	25/02/2019	01/03/2019	05
Training Program By Council Of Architecture, BANGLORE	1	25/02/2019	01/03/2019	05
Training Program By Council Of Architecture, Cochin, Kerala	1	28/01/2019	01/02/2019	05
Training Program By Council Of	1	04/03/2019	08/03/2019	05

Architecture, Chennai				
Training Program By Council Of Architecture, MIT SOA, Pune	1	12/11/2018	16/11/2018	05
TRC	1	28/01/2019	01/03/2019	05
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	6	0	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
No Data Entered/Not Applicable !!!		

6.4 – Financial Management and Resource Mobilization

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

<p>Internal audit: STES audit committee reviews income, expenditure, purchase, dead stock register, salary remuneration, income tax and other benefits like Provident Fund, Group Insurance Schemes, etc. meticulously as per rule. Transparent and accurate report is send by the committee to the college, and SCOA comply their suggestions if any, at the earliest. External audit is made by an external agency to authenticate and validate balance sheet.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

5002137

6.5 – Internal Quality Assurance System

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

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

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

<p>1. Parents' feedback: The College organizes StudentParentTeacher meet held at the onset of every new semester to get feedback on college functioning and other aspects. The parents are intimated through letter, SMS service and phone calls by the faculty coordinators as and when the need arises to appraise the</p>
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parents about their wards. Parents Groups 2. Parents representative in committees: In various committees, as IQAC, AntiRagging Committee parentrepresentatives are member for both quality enhancement and safeguarding college from undesirable activities. 3. Invitation to events: parents are invited for exhibition, prize distribution and other events in the college to see academic works and performances of their wards and to encourage for enhancing quality of works.

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

1. One week paid summer vacation 2. Positive appraisal to most of the staff to retain workforce and opportunity to pursue higher studies or skill development programs. (Mrs. Rutuja Hazare completed M. Com. April 2018) 3. Promotion proposal for nonteaching staff working in the same post for more than 5 years and after qualification enhancement

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

1. CRs group: a committee of Class Representatives (CR) and Lady Representatives (LR) of each year / class from all divisions from all courses is formed as a mechanism to convey the need, feedback and challenges to the students from faculty and the principal viceversa. 2. Peer group of faculty: Periodic meets to orient and train new faculty to teach, to inculcate research culture. 3. GuardianTeacher mentoring, counseling, tutorial /remedial classes are conducted for students with unsatisfactory performances to get works completed in the college under supervision of faculty. Grievances and internal complaints are resolve in the class promptly. Parents are informed about their wards' academic and attendance performances every month.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	CRs group: a committee of Class Representatives (CR) and Lady Representatives (LR) of each year / class from all divisions from all courses is formed.	11/02/2019	11/02/2019	11/02/2019	48
2018	Peer group of faculty.	15/10/2018	15/10/2018	15/10/2018	12
2018	Guardian Teacher:	10/12/2018	10/12/2018	10/12/2018	785

mentoring
and
counselling

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Nirbhaya Kanya Yojna - "Reward Me" (Grooming Programmed For PG)	18/12/2018	18/12/2018	188	0
Nirbhaya Kanya Yojna - "The Power of Being You" Self Defence Activity	07/02/2019	08/02/2019	105	0

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

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

1. Tree Plantation 2. Waste Management

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	850
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	No	0
Special skill development for differently abled students	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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2018	0	1	14/12/2018	3	For the Society Wall Painting	Rejuvenating Public Open Spaces	94
2019	0	1	01/12/2018	106	Rejuvenating Public Open Spaces	Rejuvenating Public Open Spaces	33

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct For Teachers (As Per STES Circular)	15/06/2018	<p>Punctuality of the faculties is maintained through biometric records. The leaves and permissions are sanctioned as per norms of the institution. In case of absence faculty replacement is suggested by the faculty taking leave so that the subject classes are not affected.</p> <p>For latecoming, earlyleaving and going out during college hours is noted down movement register. Monthly faculty meetings are conducted regarding attendance and performance of the students. Meetings help faculties to bring out issues in terms of academics and administration. Faculties handling the subject by him/herself classes are exchanged with other subject faculties for balancing the time periods allotted.</p>
Academic Code of Conduct (SCOA Charter)	30/07/2018	<p>Punctuality of the students is maintained by the class coordinators through daily attendance. Subject wise attendance is maintained in separate record. Use of mobile phones by students is prohibited else teachers are instructed to confiscate the phone. Ragging is banned the</p>

students are informed on the orientation day through a detailed presentation. Interaction between senior and junior students takes place in the presence of faculties. It is compulsory to work in the class for practical subjects and studio signature is mandatory for marking considerations. Students have to issue undertakings with parent's signature before going out for site visits and tours.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Street Play (Patriotism)	15/08/2018	15/08/2018	19

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Plastic and Thermocol Free campus
Reuse Of stationary
Optimum use of Electricity
Paperless Communication
Recycled Water For Gardening

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

• Best practice 1: • Title of the Practice: Exhibition of students works • Goal: To nurture the culture of producing quality works amongst students and faculty of architecture, which could be displayed for everyone to see and know about the academic, co extracurricular activities of the college. • The Context: Students of architecture must be equipped with graphical and textual communication skills for expressing their works before joining profession. The architectural drawings are the best way to showcase their ideas, creativity, technical knowledge and sensitivity to environmental and sociocultural issues. At the same time to fulfill the vision and mission of the college, various co and extracurricular activities are organized where annual exhibition plays an important role to cultivate attitude for collaborative works, develop leadership skill and implement creative ideas. • The practice: Every year an annual exhibition of students' works is organized in the corridors of the college since inception of SCA from 200001. The best academic works of the students are displayed and upgraded every year with new panels. The corridor gallery of display is open to the parents, visitors and aspirant candidates of architecture throughout the year. The exhibition is inaugurated by wellknown architect or an expert from allied fields. The chief guest presents his/her works as well as contribute with his valuable thoughts to the students. The parents, alumni and other architecture colleges in the city are invited for attending the event. The exhibition is divided into two parts students' works

and theme panels. Every year, exhibition team of the students body Susamvad selects a theme to evolve innovative ideas to express through exhibition with the guidance of faculty coordinators. • Evidence of Success: The exhibition not only makes the academic environment vibrant but a feeling of accomplishment and belongingness which is cherished by present students as well as alumni. The aspirant candidates of architecture, parents get an opportunity to observe a wide range of good works of students from all years and almost of all subjects.

• Problems Encountered and Resources Required: The maintenance of display is the main concern which is taken care of by the exhibition team of Susamvad and the supporting staff regularly. The budgetary allocation is considered every year to take care of annual exhibition. • This year annual exhibition titled

“Retrospective 2019” was held on 13th 14th February 2019. Mr. PratapJadav,

National President of IIID was the chief guest. The theme was based on inspirations from the Pritzker laureates. The event also included photography competition and annual prize distribution ceremony at the hands of the chief guest. • Best practice 2: • Title of the Practice: Study tour • Goal: To get exposure to various places with natural, social cultural context required to know for designing user and ecofriendly buildings for students of architecture.

• The Context: Students of architecture must be prepared with knowledge of designing buildings in various climatic zone and sociocultural diversities. •

The Practice: Every year since inception, architectural study tours are conducted in the college for First year to Third Year B. Arch. as compulsory for all students, and frequently for Fourth year B.Arch. and M.Arch courses as part of experiential learning. All study tours are accompanied by the competent faculty and are conducted in the second semester of the academic year. B. Arch. study tours are linked with Architectural Design Projects as per syllabus of

SavitribaiPhule Pune University (SPPU), hence, students design buildings progressively in the context from smaller settlements in First year to high order urban areas in Fourth year B. Arch. All study tours are divided into four parts: 1. prestudy of the area and context. 2. survey and study during visit, 3. Poststudy tour report documentation, and 4. Architectural Design project with context. The study tours are conducted mostly in various places in India and also in abroad. • Evidence of Success: The output of Architectural Design studio witnesses varied approaches of building design like spatial attributes, local materials and architectural features within the context of natural and cultural ethos. • Problems Encountered and Resources Required: All tours are organized by the management approved tour agents and to reduce financial burden

of students, brief and focused tours are designed. • This year study tours conducted were as: Study tours 201819 Divisions Place, Date No of students Accompanying Faculty: First Year B. Arch. Division A Place: Ratanwadi (205 Km from Pune), Date: 27th 29th January 2019 Number of students: 37 Ar.

ManasiKhope, Ar. TanmayeePanse, Ar. RohitLabhashetwar Division B Place:

Bhandardara Date: 13th - 15th January 2019 Number of students: 40 Ar.

ManjushaGokhale, Ar. PallaviPatil Division C Place: Anjarle Date: 22nd 25th January 2019 Number of students: 30 Ar. PallaviPatil, Ar. Megha Butte Division

D Place: Theur (205 Km from Pune), Date: 20th 21st December 2018 Number of students: 36 Ar. PradnyaPatki, Ar. SnehalPhalke, Ar. Anjali Agarwal, Prof.

NaliniNaikNimbalkar Second Year B. Arch. Division A Place: Jodhpur, Jaisalmer Date: 5th - 9th January 2019 Number of students: 32 Ar. MugdhaKulkarni, Ar.

Vikram Shah Division B Place: Badami, Hampi, Pattadkal Date: 7th - 12th January, 2019 Number of students: 33 Ar. Leena Jain, Ar. AnujaGujar Division C

Place: Jodhpur, Jaisalmer Date: 10th - 15th January, 2019 Number of students: 35 Ar. ManjushaZalte, Ar. PritiDhanwat Division D Place: Ahmedabad, Date: 17th

- 24th December, 2018 Number of students: 36 Ar. KirtiBajare, Ar. Nikita

Mahajani Third Year B. Arch. Division A Place: New Delhi Date: 4th 9th January 2019 Number of students: 34 Prof. KalpanaHadap, Ar. NamrataKhatod Division B

Place: Chandigarh Date: 9th - 15th December, 2018 Number of students: 35 Ar. NiketaPatil, Ar. SaurabhShinde Division C Place: Jodhpur, Jaisalmer Date: 10th

- 15th January, 2019 Number of students: 38 Ar. Vinita Lavate, Ar. KavitaPatil
 Division D Place: Chandigarh Date: 4th - 8th December, 2018 Number of
 students:26 Ar. Anita Kavthekar, Ar. Anjali Rasane Site visit for Architectural
 Design in urban context Fourth Year B. Arch. Division A Place: Kolhapur Date:
 19th December 2018 Number of students: 34 Ar. Pranoti Lad, Ar. NehaAnwane, Ar.
 ManasiKhope Division B Place: ChandniChawk, Pune Date: 18th December 2018
 Number of students: 38 Ar. MuktaPandit, Ar. SwanaHiwarkar Division C Place:
 Shirur, Pune Date: 19th 24th December 2018 Number of students: 32 Ar.
 AnujaInamdar, Ar. NidhiShand Division D Place: TalegaonDabhade, Pune Date: 12th
 13th December 2018 Number of students: 31 Ar. SudhirDeshpande, Ar.
 PoonamPasare, Ar. ShreyaShirsath

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

<http://cms.sinhgad.edu/Architecture-website-assets/pdfs/Institutional Values and Best Practices.pdf>

7.3 – Institutional Distinctiveness

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

o Transparent, conducive and collaborative work environment o Bottomup Studentcentric approach for all round development o Three level bodies for planning implementation for Co Extracurricular activities 1. SPPU (University) level: Since University Act 2017 of Maharashtra implemented in SPPU, Student Council has been formed in 2018 where topper students of each year, students from reserved category, girl student representatives, sports cultural representatives are selected with the leadership of SDO (Students Development Officer) and the principal. Many SPPU sponsored programmes are organised by this team in the college during the year. 2. STES (Campus) level: Students and teachers from the college represent to this body at campus level. Sinhgad sports cultural Karandaks are organised by this committee. At college level, SCOA faculty coordinator takes initiatives to arrange many programs for all students of STES. 3. SCOA (Institute) level: A team of Teachers elected Students Nonteaching staff is involved in allocation of funds and organisation of various co extracurricular activities with guidance of faculty coordinators and the principal. A calendar of activities in each semester inserted in academic schedule . Many activities are organised by the team throughout the year under the leadership of students from different portfolios

Provide the weblink of the institution

<http://cms.sinhgad.edu/Architecture-website-assets/pdfs/Institute Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

• SCOA has the vision to craft "Sensible and Responsible" architects for the society, and mission of academic excellence and all round development of the students. To implement the mission we require a conducive academic environment to learn, demonstrate and progress. There are three major components of conducive academic environment includes o Firstly, qualified, motivated and competent faculty with a blend of high experience wisdom with young energetic dynamism. The strength of determination and solidarity of the faculty, staff, student, management, alumni and parents witnessed in progress of college so far is worth to be complemented. o The second component is the physical facilities, as the institute has been developed in two decades with stateoftheart infrastructure for efficient teachinglearning implementation. o Third component includes the transparent and collaborative work environment for maintaining and progressing further with quality enhancement. • The curriculum of SPPU followed in the

college is examination oriented preventing from indepth knowledge acquiring strategy to implement due to quantum in stipulated time. Hence, this limitation is to be overcome by initiatives of experiential, innovative and experimental methods to convert the college into a learning center. • New opportunities as scope for interdisciplinary and collaborative research, faculty exchange program and consultancy services from various agencies are to be encouraged. • The involvement of external stakeholders as alumni and parents is to be strengthened in overall development of the college. • A pioneering step has been taken to overcome challenges to accredit Architecture College by NAAC and successfully achieved a moderate grade. A step further is the goal to make SCOA a Learning Centre of excellence of architecture and allied fields