

SINHGAD COLLEGE OF ARCHITECTURE®

(Affiliated to Savitribai Phule Pune University & Approved by AICTE & COA (ID No. PU/PN/Engg./1512000))

Accredited by NAAC

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Ref: SCOA/2023-24/172A

Date: 28.07.23

Minutes of IQAC meeting

Following are the minutes of IQAC meeting held on 27.07.2023 at 02.00pm at assembly hall of SCOA. Institute will be applying for 2nd cycle of accreditation process, compilation of 2018-19 to 2022-23 as per revised SSR. And Planning for upcoming Academic year.

Criterion I: Curricular aspects

1.1.1 QIM: The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment.

- Five-tiered curriculum delivery system adapted comprising of Principal, HOD, Division, heads, Year and Subject Coordinators.
- Teaching methodology focuses on: theoretical, practical or demonstration of projects and research.
- Similar Session and Lesson Plan are prepared in each term and reviewed in monthly meetings.
- The documentation is carried out simultaneously for syllabus completion, academic performances, and attendance records at the end of each semester.
- Continuous Internal Assessment (CIA) in the institute adheres to the academic calendar prepared by SPPU.
- To prevent overlaps, teaching schedule for each class for each semester is prepared.
- Progressive evaluation dates, jury for all subjects, examinations, co and extracurricular activities, and holidays are mentioned.
- For systematic progressive assessment, the monthly review meetings are conducted to monitor status of completion of teaching content as per syllabus, quality of students' academic work, attendance status, etc.
- Monthly meeting reports (digital format) are sent to parents and discussed at Teachers-Parents (PTM) meetings. Feedback is considered to improve the system. Remedial classes are conducted for the nonperforming students.
- College conducts mock test and mock viva/ juries during the semester. College conducts practice exams, question bank is shared with students, to improve quality of performances.

1.1.2 QnM: Number of Add on /Certificate/Value added programs offered and online MOOC programs like SWAYAM, NPTEL etc. where the students of the institution have benefitted.

1.2.2 QnM: Percentage of students enrolled in Certificate/ Add-on/Value added programs

Name of Add on /Certificate /Value added programs offered and online MOOC programs like SWAYAM, NPTEL etc. programs offered	Course Code (if any)	Year of offering	No. of times offered	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Year 3 (2020-21)						
Responsive facade in digital architecture through Origami	NA	2020-2021	1	11/01/21-15/01/21	30	11
Architecture Portfolio Making	NA	2020-2021	1	18/01/21-22/01/21	30	13
Urban High rise residential landscape	NA	2020-2021	1	22/02/22-26/02/21	97	20
Year 4 (2021-22)						

Architecture portfolio making	NA	2021-2022	1	22/11/22 26/11/22	30	17
Urban High rise residential landscape	NA	2021-2022	1	08/02/22 12/02/22	45	6
Year 5 (2022-23)						
Parametric Modelling	NA	2022-2023	1	12/09/22 23/09/22	40	13
Tools For Documenting Architectural Heritage	NA	2022-2023	1	23/01/23 03/02/23	39	15
Architectural Portfolio Making 2023	NA	2022-2023	1	13/02/23 17/02/23	37	14

1.3.1. QIM: Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

PROFESSIONAL ETHICS: Professional Practice and Project management subjects acquaint student about duties, liabilities and ethics so as to produce sensible and responsible professional. Communication skills prepare students with professional expertise and interpersonal relation. Practical Training enables student to follow professional ethics while working in an office for 120 days.

HUMAN VALUES: History of Architecture subject in initial years builds knowledge base and awareness of human values, traditional system, and socio-cultural context from ancient civilizations to modern era.

In Urban studies, fourth year students learn about inclusive approach of settlement planning and people-centric strategy from city to site in design of public places.

ENVIRONMENT AND SUSTAINABILITY: Climatology, Environmental Science subjects enable students to understand climatic factors and environmental issues for climate responsive sustainable design strategy.

Environment and energy management Elective deals with sustainable development goals, energy conservation building codes and environmental law and legislation.

In architectural design, knowledge from all disciplines is combined to make the greatest choices for people and the environment. Recognizing human worth in the context of design briefs and expressing it in design solutions. Studies are supposed to consider human demands based on gender, career, background, physical needs, etc., and propose logical solutions based on the learning.

M.Arch. (Architectural Conservation) course caters to sustainable approach by focusing on the adaptive reuse of old structures, values, importance, and responsibility towards cultural heritage in Conservation studios of three semesters.

- Conservation legislation and Conservation Practice and Training are the subjects through which students get acquainted with duties, liabilities and ethics of conservation practices and practical experience while working in an office for two months in third semester.
- In History theory and criticism, students study theories, philosophies that have significant contributions in the development of conservation practice through human values and traditional knowledge.

M.Arch. (Computer Applications) curriculum is designed to train students while working in an office for two months in third semester for understanding and practicing professional ethics in subject of Digital Practice and Professional Training.

- Urban design projects incorporate study of gender specific issues along with futuristic development.

1.3.2.QnM: Percentage of students undertaking project work/field work/ internships:

- 162 Students listed.

1.4.1. QnM: Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc.

A. Feedback collected, analyzed, action taken and feedback hosted on the institutional website.

Criteria II: Teaching- Learning and Evaluation

2.1.1 QnM: Average Enrolment percentage (Average of last five years)

2.1.1.1. Number of students admitted year wise during last five years

Year	2022-23	2021-22	2020-21	2019-20	2018-19
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Number	611	707	781	736	785
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2.1.1.2. Number of sanctioned seats year wise during last five years

Year	2022-23	2021-22	2020-21	2019-20	2018-19
Number	880	880	860	860	860

2.1.2QnM: Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years.

Year	2022-23	2021-22	2020-21	2019-20	2018-19
Number	302	331	341	271	262

2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt. rule year wise during the last five years

Year	2022-23	2021-22	2020-21	2019-20	2018-19
Number	440	440	430	430	430

2.2.1. QnM: Student – Full time Teacher Ratio (Data for the latest completed academic year)

Year	2022-23	2021-22	2020-21	2019-20	2018-19
Number	10 (611): 1 (61)	11(707): 1(65)	12(781): 1(67)	13(736): 1(57)	15(785): 1(53)

2.3.1 QIM: Student centric methods, such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences using ICT tools.

- Adopting student centric teaching learning methods to transform students from being passive recipient to active and involved learner by ensuring their involvement using ICT tools in class activities, thus boosting their confidence, and encouraging independence.
- The pedagogy for architectural design subject encompasses Experiential learning methods, such as case studies to understand the design and planning of a particular project, site visits to understand natural, social and cultural context, design demonstrations in 2D drawings and in 3D views and physical models, regular reviews by jurors and viva in SPPU examination.
- For design demonstration, students use various digital tools like PowerPoint presentations, Videos and Films, AutoCad for making architectural drawings, sketch-up for making 3D views, walkthrough, Laser Cutting machine and 3D Printers for physical model.
- These digital tools help them to develop skills of using modern and advanced software which are mandatory requirement for employment and for professional practices and higher studies, and build their confidence to present and explain in front of a jury panel.
- The ICT enabled studios and classrooms in the institute make possible to use all digital tools.
- ICT tools are used widely by faculty and students to present in audio-visual medium, videos and films of buildings, construction, historic buildings, and places.
- Regular reviews and seminars are conducted in AV mode for internal assessment, which help students to develop communication skills while presenting their works in front of entire class.
- During pandemic period, ICT platforms and tools were widely used, for creating e-content of learning, google meet and Microsoft Teams for teaching learning and google sheet for keeping records and making reports. Whatsapp and emails are used for circulating notices and information quickly and efficiently.

2.4.1 QnM: Percentage of full-time teachers against sanctioned posts during the last five years

2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers' year wise during the last five years:

Year	2022-23	2021-22	2020-21	2019-20	2018-19
Number of Sanctioned posts	67	67	67	67	67

Percentage of full-time teachers	91	97	100	85	79
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2.4.2QnM: Percentage of full-time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Year	2022-23	2021-22	2020-21	2019-20	2018-19
Number	4	6	5	5	4

2.5.1 QIM: Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

- Broadly, there are two assessments; Continuous Internal Assessment (CIA) and Comprehensive External Examination (CEE), which is controlled by SPPU. The role of the institute in CEE is to conduct examinations as per SPPU guidelines and circulars, timetables are communicated to the students.
- CEE for architectural course is conducted in two methods at the end of each semester for all classes; sessional / viva examinations for most of the subjects, assessed by both internal and external examiners and written examination for theory subjects.
- Theory examinations are further divided into two parts; insem, conducted at college and endsem, conducted by SPPU.
- Students are given feedback simultaneously while evaluating in front of them in the class and progressive marking is reviewed in monthly/quarterly IAMC meetings. Reports of status of academic performances are sent to parents and students immediately.
- Internal mock tests for theory subjects, jury and mid-term marking for sessional subjects are conducted and students are informed about their status of performances.
- The institute follows an efficient method of resolving grievances raised by students regarding CIA of their academic works.
- Grievances of students regarding CEE related to end semester marks in theory subjects, students can apply for re-evaluation to SPPU through online from their login ids and they can obtain photocopies of their answer sheets from the University.

2.6.1 QIM: Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

- POs incorporate many areas of inter-related knowledge, skills and personality traits that are to be acquired by the students during their graduation.
- The institute formulated POs based on guidelines of NBA, considering relevant and attainable for architectural studies such as architectural knowledge, professional competence, technological knowhow, commitment to the society, sustainable approach, architectural ethics, and communication skills.
- Both POs and PSOs are discussed in IAMC and IQAC meetings and approved after critically review.
- The institute offers only one branch of architectural studies at UG and PG levels, PSOs address objectives of the respective specializations.
- Course outcomes (COs) are direct statements that describe the essential and enduring disciplinary knowledge, abilities that students should possess and the depth of learning that is expected upon completion of a course.
- COs are prepared for each subject in consultation with a team of teachers and expert senior faculty members teaching the same subject considering requirement of the syllabus.
- There are 4 to 6 COs formulated as per unit module/topics with varied weightages, hours of teaching learning needed, appropriate teaching methods, articulation of assignments and expected outcome for each subject.
- Before introduction of the system, faculty members were trained to prepare OBE pattern teaching learning and method of assessment of attainments. The students were informed about POs, PSOs and COs through college website and display boards in the college.

2.6.2QIM: Attainment of POs and COs are evaluated.

- Outcome-Based Education (OBE) is a student-centric teaching and learning methodology, focuses on skills and competencies that students must demonstrate when they exit.
- Attainments of POs is measured simultaneously through CO-PO, PSO matrix at end of each course and program to assess how well expected levels of POs are achieved which is the main aim of teaching learning of the program.

CO Attainment

- Each course has a defined set of COs with corresponding assignments and evaluation criteria and the level of achievements is evaluated through attainment of COs.

- The institute carries out direct measurement of attainment of COs of a specific Course is determined from the performances of students considering average of sum of two outcomes; Continuous Internal Assessment (CIA) and in Comprehensive External Examination (CEE).
- Direct methods indicate attainment of knowledge and skills from performances of students in sessional subjects of architecture in progressive assignment markings, mid-term jury, pre-final jury, reports, seminar, etc. and for theory subjects as tutorials, class tests, in-sem and end-sem examinations.

PO Attainment

- The COs which contribute to the POs and PSOs are identified, plotted with mapping factors and computed to POs & PSOs through quantitative measurement.
- Attainment of each CO is measured from mapping factors of two components; firstly, each CO is assigned with mapping factor derived from contact hours in 3-point scale (3-2-1-), and secondly, the mean percentage score obtained by each student in sum of CIA and CEE, is allocated with mapping factors (Correlation Level) of three rating scale; 3 (Strong – more than 75%), 2 (Medium- 50.1 to 74.9%) and 1 (Weak – less than 50%).
- The rated values of attainment of COs are aligned with corresponding POs and PSOs and average value is computed for the class to assess the attainment of each POs and PSOs.

2.6.3QnM: Pass percentage of Students during last five years

Year	2021-22	2020-21	2019-20	2018-19
Number of final year students who passed	135	169	146	125
Number of final year students who appeared	168	178	171	162

Criteria 3- Research, Innovations and Extension

3.1.1 QnM: Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Year	Name of the research project/endowment	Name of the Principal Investigator/Co-investigator	Department of Principal Investigator	Year of Award	Amount Sanctioned	Duration of the project	Name of the Funding Agency	Type (Government /non-Government)
2021-2022	Analysing DCR in TOD zones for impact on residential development-Case of Pune City	Ar. Anuja Rameshchandra Inamdar	B. Arch	2019-21	2,00,000/-	2 years	SPPU, ASPIRE	Government
2021-2022	“Heritage Education and Training in India”	Investigator – DR. Vaishali Latkar Co-Investigator – Dr. Vishakha Kawathekar	M.Arch	2021-22	2,95,000	2 years	ICOMOS India	Government
2020-2021	Aspire Research Mentorship Grant 2.SPPU Dep of History Co-Investigator of Rusa Project	SPPU PG Teacher list- Total 8 Teachers with 7 proofs			1,00,000			

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

- Recruiting and developing desirable human resource, taking initiatives for exploration of research in a range of innovative architectural and interdisciplinary topics, experimenting with teaching methodology and by establishing supportive infrastructure.
- A few faculty members completed and a few are pursuing part-time PhD programs.

- The students are mentored by competent faculty members who share their knowledge in carrying out researches, presentation abilities and motivated to participate in research competitions, such as in Avishkaar under SPPU and in inter-college competitions of National and International level and for publishing research articles. Research works of selected students are published in the institute publication named, "Shodh-Sankalp" to facilitate and encourage technical writing skills.
- IIC, INFLIBNET(UGC): Consent to publish your profile in the Vidwan Database-reg, Subscribing Journal, E-portal, Nptel. Faculty members Contribute as a Resource Person, for FDPs, TTPs Organised by COA-TRC
- During the online mode in pandemic period, Innovative Teaching Methodology experiments were carried out by teachers and demonstrated to students through various ways of exploring digital platforms.
- Guidance sessions are organized for final year Thesis students by expert faculty members
- ICT enabled modern infrastructure includes class rooms and assembly hall with LCD, wi-fi connections in all teaching areas, computers and essential software and equipment, help to adopt the pedagogy in accord with the objectives of the institute.

3.2.2 QnM: Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

	2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
Workshops	4	8	3	2	3	20
Seminars	1	9	12	14	10	46
Conferences	0	1	0	1	0	2
TOTAL	5	17	15	16	13	66

3.3.1.1. Number of research papers in the Journals notified on UGC CARE year wise during the last five years

Year	2018-19	2019-20	2019-2020	2020-21	2021-2022
Number	7	5	4	2	2

3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/international conference proceedings year wise during last five years

Year	2018-19	2019-20	2019-2020	2020-21	2021-2022
Number	8	19	7	22	2

3.4.1.QIM: Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

- The institute organizes a range of extension activities to reach to academic community in the campus, neighboring community and extends its extension activities to the wider community beyond neighbors.
- The vision of SCOA is to make sensible and responsible architects of the society. A creative session with noble cause with T-shirt painting on theme of social and environment awareness is conducted as first assignment, in first year to sensitize young students to social issues followed by a procession wearing painted shirts in the campus spreading the messages and culminating with an oath ceremony of taking pledge to serve the country.
- The extension activities Include Tree Plantation Drive in the campus and in neighboring reserved forest
- Various extension activities such as Blood donation camps, voter awareness, visits to old-age homes and orphanages, mask-making activity during COVID-19, beautification of city, creative visuals at primary schools for less privileged children, heritage conservation initiatives are conducted by the institute helping the students to be sensitive about their surroundings.
- SCOA faculty and students together participated in the documentation and rejuvenation of step-wells in collaboration with the Maharashtra stepwell campaign. Study tours are conducted for documenting rural settlements in various remote locations with creative and practical proposals for their requirements. Direct involvement of students for upliftment of community and environment was found in the beach cleaning near the settlements which was published in the local newspaper and in activities of exchanging craft and model making knowledge with school children.
- To participate in social service of helping needy villagers around the city, the institute has entered into a MoU with a NGO Named 'Samindra Foundation'. Staff and students donated various items including food grains for them and school stationery items to the village kids. The same foundation was also donated with household items, food, and clothes for Chiplun flood victims during difficult period of pandemic.

- STES extended its help for social causes during COVID-19 by offering its boys hostels in the campus as quarantine center times.

3.4.2. QnM: Awards and recognitions received for extension activities from government / government recognized bodies

- SCOA faculty and student volunteers received certificates and appreciation for organizing the blood donation camp in the college multipurpose hall and including all to participate for social causes.
- The institute also received appreciation from the NGO for arranging the collection drive in college premises and handing over the collected goods for rural communities.
- SCOA faculty members and students received appreciation and recognition for contributing individually for victims of natural calamities and for donations made to underprivileged students for education.
- The Beach Cleaning Drive by first-year students during the study tour was acknowledged by the media and the Gram Panchayat of Dive Agar, a small town in Kokan Region.
- The institute holds several credentials for participating in competitions and proposals at the urban level.

3.4.3. QnM: 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 organised in collaboration with industry, community, and NGOs) during the last five years

Year	2018-19	2019-20	2020-2021	2021-22	2022-2023
Number	3	3	2	6	6

3.5.1. QnM: The number of MoUs, collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research, and other academic activities during the last five years

Year	2018-19	2019-20	2020-21	2021-22	2022-23
Number	0	1	2	1	4

Criterion 4 - Infrastructure and Learning Resources

4.1.1 QIM: Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT infrastructure, facilities for cultural and sports activities, gymnasium, yoga centre etc. in the institution

- Adequate infrastructure facilities available as per apex governing body Council of Architecture for B. Arch and M.Arch. Infrastructure divided into two categories first for formal teaching learning happens includes classrooms, studios, assembly halls, multipurpose hall. Second category supportive spaces for enhancement and strengthening of teaching-learning as department library, material museum, construction yard, various laboratories as model-making lab, surveying lab, environmental lab, computer labs etc.
- Studios are equipped with workstations, electric sockets and wi-fi for laptop and internet connections, large tables for student-teacher discussions and large pin-up boards for conducting design juries periodically. The classrooms are equipped for carrying out theory lectures with LCD and screens.
- There is a permanent exhibition gallery along passages where best academic works of students are displayed and updated every year for parents, aspirant candidates, visitors, and others to glimpse. There is a NASA room, separate common rooms for girls and boys. SCOA has two libraries, a department library, and an exclusive institute section in 24X7 central library.
- Campus houses many institutes, hostels for girls and boys, staff quarters etc. and is equipped with adequate facilities for cultural and sports activities and large events.
- Sports facilities include area for indoor games and gymnasium, outdoor sports such as cricket ground, badminton and tennis court, athletic track, swimming pool, etc.
- The amphitheater can accommodate a few thousands, where an annual inter-college cultural festival is organized
- Large parking ground is used for dandiya and annual carnivals with various events, food stalls and games.

4.1.2QnM: Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs).

Year	Budget allocated for infrastructure augmentation (INR in Lakh)	Expenditure for infrastructure augmentation (INR in Lakh)	Expenditure on maintenance of academic facilities (excluding salary for human resources) (INR in Lakh)	Expenditure on maintenance of physical facilities (excluding salary for human resources) (INR in Lakh)	Total expenditure excluding Salary (INR in Lakh)
2022-23	31,50,000	3,150	-	-	-
2021-22	19,50,000	4,999	12,75,611	19,96,209	1,55,40,212
2020-21	42,00,000	16,199	13,86,739	18,24,513	51,17,804
2019-20	64,00,000	85,145	28,26,691	27,81,932	40,86,366
2018-19	110,50,000	16,97,017	27,55,914	49,42,490	2,41,06,682

4.2.1 QIM: Library automation using Integrated Library Management System (ILMS), subscription to e-resources including provision of links to OER repositories, amount spent on purchase of books, journals and usage of library.

- SCOA has department library which is open on all institute working days
- 24X7 Central Library of Six floors with SCOA Section in second floor in the campus which accommodates books, journals, reports etc
- In last five years from 2018-19 to 2022-23, Rs. 75 lakh appx., was spent on purchasing books, Rs. 3.9 lakh appx. was spent for renewing subscription of journals (more than 18 Indian and 4 International)
- Online access to e-content for architecture in SCOA library portal is available to students through their login to refer lecture notes, reference material etc. and students were immensely benefitted during Covid 19 pandemic period.
- All students and faculty members are provided with one additional Central library card by which they can borrow books from eight more libraries of Sinhgad Institutes in the campus.
- The digital section in the Central library provides shared access to e-resources with other institute of STES like K-Hub in Architecture with SKNCOA, DELNET with SCOE, IEEE, Springer, NLIST.
- For library Automation, SCOA had Autolib (version 1.0), an integrated library management software (ILMS) from 2005 to November 2022, and from December 2022, KOHA (version 21.11.12.000), an ILMS has been installed.
- There is an Anti-Plagiarism software Check for Plag. purchased for scanning students' research dissertations before submission to detect the authentication of their works and to prevent copying
- The Central library has User tracker facility to monitor footfalls. Reading halls in central library are Wi-Fi enabled. All library activities of SCOA are supervised by the library committee under the guidance of competent librarian

4.3.1. QIM: Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

- SCOA is committed to provide state-of-the-art IT infrastructure and services for students, faculty and for administrative staff. The building is wi-fi enabled through a dedicated server for SCOA connected to a common internet service for all institutes in the campus.
- High speed internet with bandwidth of 250MBPS is available at campus and 16MBPS in the institute.
- Faculty and students can access wi-fi facility 24 x 7 and 365 days.
- Internet facility is provided with LAN services to studios, classrooms, assembly hall, faculty rooms and administration areas.
- STES has an Internet registered domain name <http://sinhgad.edu>, using which unique email id and e-mail services is provided to faculty, staff, and students.
- SCOA has two computer labs one for B. Arch and one lab for M. Arch. A total number of computers available in working condition is 128 for B. Arch and 26 for M. Arch., and wired connection of LAN service is provided to all computers in the lab to conduct classes.
- Faculty members are provided with individual Desktop with internet facility. All computers are regularly formatted, updated with latest operating system, installed with latest software as per the syllabus requirement, such as AutoCAD and sketch-up.
- During COVID-19 pandemic period, Microsoft Teams software was purchased by STES for conducting online classes.
- STES has developed its mobile application 'Sinhgad Student App' for smooth conduction of admission process and transaction of fees by students.
- Printers, scanners, photocopy facility are provided in the institute. To keep records of attendance of employees, Biometric attendance system has been installed.

4.3.2. QIM: Student – Computer ratio (Data for the latest completed academic year)

- Number of computers available for Students’ usage during the latest completed Academic year 2022-23 = 611

Formula Students: Computers = 611:100 = 6.11:1

4.4.1.QnM: Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Year	Budget allocated for infrastructure augmentation (INR in Lakh)	Expenditure for infrastructure augmentation in Lakh)	for Expenditure maintenance academic facilities (excluding salary for human resources) (INR in Lakh)	on Expenditure of maintenance physical facilities (excluding salary for human resources) (INR in Lakh)	on Total of expenditure excluding Salary (INR in Lakh)
2022-23	31,50,000	-	-	-	-
2021-22	19,50,000	32,71,820	12,75,611	19,96,209	1,55,40,212
2020-21	42,00,000	32,11,252	13,86,739	18,24,513	51,17,804
2019-20	64,00,000	56,08,623	28,26,691	27,81,932	40,86,366
2018-19	110,50,000	76,98,404	27,55,914	49,42,490	2,41,06,682

4.4.1.QnM: Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

		Year	Year	Year	Year	Year	Total
Index No	Particulars	2018-19	2019-20	2020-21	2021-22	2022-23	
	Expenses On Maint.Of Academic Facilities						
1	Repairs And Maint.To Other Assets	2,03,408	18,76,164	1,21,644	5,47,111		27,48,327
2	Repairs And Maint.To Computers	63,356	1,34,683	19,921	53,498		2,71,458
3	Repairs And Maint.To Building	21,09,408	8,07,292	12,38,439	6,19,891		47,75,030
4	Repairs And Maint.To Furniture & Fixtures	1,10,972	8,552	6,735.00	23,374		1,49,633
5	Garden Maintenance	2,68,770	-	-	31,737		-
	Total-A	27,55,914	28,26,691	13,86,739	12,75,611	-	82,44,955
	Expenses On Maint.Of Physical Facilities						
6	Electrical Expenses	48,47,195	26,23,446	17,62,787	19,24,116		1,11,57,544
7	Internet Charges	95,295	1,58,486	61,726	72,093		3,87,600.00
	Total-B	49,42,490	27,81,932	18,24,513	19,96,209	-	1,15,45,144
	Total Expenditure on Maint.Of Physical Facilities and Academic Support Facilities Exl.Salary C=(A+B)	76,98,404	56,08,623	32,11,252	32,71,820	-	1,97,90,099
	In Lacs	76.98	56.09	32.11	32.72	-	197.90
	Total Exps Excluding Salary-						
	Less Emp Cost	5,09,65,216	6,18,24,964	7,38,38,601	7,64,36,233		26,30,65,014
	Total Exps Excluding Salary (B)	2,41,06,682	40,86,366	51,17,804	1,55,40,212	-	1,77,70,640

Criterion 5- Student Support and Progression

5.1.2. QnM: Capacity building and skills enhancement initiatives taken by the institution include the following

Year	2022-23	2021-22	2020-21	2019-20	2018-19	Total
Soft skill	5	1	1	2	2	11
Language & communication skills	2	3	2	2	2	11
Life skills	3	3	1	3	3	13

ICT/ Computing skills	5	1	2	1	3	12
Total Events	15	8	6	8	10	48

5.1.3. QnM: Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Year	2022-23	2021-22	2020-21	2019-20	2018-19	Total
No. of programs	5	5	2	2	1	15
No. of students benefitted	165	175	57	120	72	589

5.1.4. QnM: The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organization wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

A. All of the above

5.2.1. QnM: Percentage of placement of outgoing students and students progressing to higher education during the last five years

Year	2022-23	2021-22	2020-21	2019-20	2018-19
No. of students placed	91	92	61	67	72
No. of students progressed	15	02	05	11	04
Total	106	94	66	78	76
No. of outgoing students	166	176	178	154	152

5.2.2. QnM: Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Year	2022-23	2021-22	2020-21	2019-20	2018-19
No. of students	85	37	24	18	14

5.3.1. QnM: 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 last five years

Year	2022-23	2021-22	2020-21	2019-20	2018-19
Total no. of awards	2	3	3	1	0
No. of cultural awards	1	3	2	1	0
No. of sports awards	1	0	1	0	0

5.3.2. QnM: Average number of sports and cultural programs in which students of the Institution participated during last five years (organized by the institution/other institutions)

Year	2022-23	2021-22	2020-21	2019-20	2018-19	Total
Number of programs	25	06	11	23	8	73
Number of cultural programs	2	1	5	12	3	23
Number of sports programs	23	5	6	11	5	50

5.4. QIM: There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

- SCOA has formed ALUMNI ASSOCIATION on 14th of June, 2004, the same day when the very first batch entered the final year of B. Arch. course. The Alumni Association was registered in 2018 under the Societies Registration Act Maharashtra. The contributions of the alumni to the institute through various means are as follows:
- ALUMNI MEET: Selected alumni share their projects explaining the process from conceptualization to execution.
- ALUMNI INTERACTION: GUEST SPEAKER & JURY MEMBER: Alumni are actively involved in the curricular aspects of the current batches; they are invited as guest speakers for imparting their knowledge in profession, to present their academic work.

- **SITE VISITS:** Alumni are also involved in accompanying and explaining constructional and other details on a site from first-hand experience.
- **CAREER GUIDANCE ASSISTANCE:** Alumni conducted sessions to current students of higher classes about opportunities after graduation from their personal experiences in an easy and systematic way
- **BOOK AND EQUIPMENT DONATIONS:** Alumni donated books and necessary equipment such as sound system, computer table, floor carpets for events, etc. to the institute.

Criterion 6- Governance, Leadership and Management

6.1.1. QIM: The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance.

DECENTRALIZATION:

STES LEVEL:Governing Body (GB) is the highest committee led by the president, secretary, vice-presidents, top level management representatives of STES and the principal; provides leadership, guidance, help for implementation and to monitor in compliance with statutory bodies, frames policies and time to time amendment, mobilize resources, takes decisions for intake, admission, recruitment, promotion, salary, finance, infrastructure, and lead SCOAA in accordance with institute's vision and mission.

- Principal as head of the institute and link between management and institute, implements management policies, complying with norms of statutory bodies and fulfils all requirements through various college committees with uniform distribution of responsibilities amongst faculty and staff for all institutional activities.
- The College Development Committee (CDC) formed with management leaders and with principal, selected senior faculty and non-teaching staff, who are the next tier leaders for institute governance.

SCOAA LEVEL:Three-tier system for undergraduate course and a two-tier system for postgraduate course functioning for curriculum delivery is adopted.

- Internal Academic Monitoring Committee (IAMC) is the most active body constituted with HODs and Division Heads headed by the principal.
- Internal Quality Assurance Cell (IQAC) with the leadership of the IQAC coordinator, all seven criterion coordinators and mentors formulate and monitor the quality benchmarks and development strategy for conscious and consistent improvement.
- A bottom-up approach is implemented with formation of a student-teacher body 'Susamwad' for carrying out various co and extra-curricular activities.

6.2.1. QIM: The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/perspective/development plan etc.

- Four sub-committees under Governing Body are constituted with top management representatives and principal, senior faculty and staff of the institute:
 1. Finance committee prepares budget and propose for approval,
 2. Purchase committee identifies requirements and procure necessary furniture, equipment etc.,
 3. Staff selection committee looks after requirement of faculty and staff as per norms and
 4. Building committee resolves maintenance requirement if any as per development strategies set by CDC and quality benchmark formulated by IQAC.

Internal committees consisting of a main coordinator and few more members from faculty and principal as the head with well-defined responsibilities for effective and efficient functioning of various works:

- Examination committee: headed by the Chief Examination Officer (CEO) with other faculty and staff, library committee is led by librarian with other members, Admission committee is constituted with non-teaching staff headed by a faculty.
- Administrative departments as accounts section, examination section, HR, students' section, scholarship section etc. with non-teaching staff, headed by assistant Registrar. The website committee is formed with teaching and non-teaching staff for uploading events and important notices.
- Research cell is headed by ARC, a senior faculty who follows up SPPU sponsored research, and seminar and conference committee organize state / national level.
- Other Statutory Committees- Anti-ragging committee, Anti-ragging Squad and Mentoring cell, Women's cell, Grievance cell, Reservation cell.
- Students' activities are jointly organized by faculty and students at three levels; students council at SPPU level, headed by the Student Development Officer (SDO), a senior faculty assigned for the post, students council at campus level is formed with faculty and student representatives for organizing inter-college cultural and sports events, and an institute level student-teacher committee 'susamwad' is formed for carrying out all co and extra-curricular activities.

6.2.2 QnM: Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Sr.no.	Area of operation	Response
1	Administration	Biometric system is used for generating records of all teaching and non-teaching staff's in and out timings. Sinhgad email/gmail is used for receiving all circulars and notices from COA, SPPU, DTE, STES. Software Tally, Paywhiz is used for salary purpose, Microsoft Office is used.
2	Finance and accounts	Tally software, Paywhiz and Revlon-Salary and student fees collection
3	Student Admission and Support	Centralized admission- DTE declares Merit list of students based on which Round wise admissions are scheduled at college level. Students use the Sinhgad application on their phones for confirming admission and filling all required data. List is generated through the Sinhgad application itself and accordingly A,B,C and D divisions are created. Students' scholarship process is also carried out through online Aplasarkar DBT portal.
4	Examination	The circulars received from SPPU, DTE, COA and important information regarding exams are sent to faculty and students via whatsapp. Teachers have their BCUD Profile updated on BCUD portal and after each exam, marks uploading process is done online via BCUD login. Every teacher is allotted subjects to fill marks via his/her BCUD login.

6.3.1 QIM: The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

WELFARE MEASURES:

- Career development and progression incentives: institute sponsors non-teaching staff and faculty members and encourages to attend faculty Development Programmes (FDP) with paid leaves during the training period. Research incentives: Institute organizes state / national level conferences
- Recognition and Rewards: faculty members are felicitated for their achievements in academic or for their remarkable service.
- Medical facility: All Teaching and nonteaching staff avail medical facilities from Smt. Kashibai Navale Medical College and General Hospital and dental treatment from Sinhgad Dental Hospital both under STES.
- Residential quarters: There are staff quarters available for faculty and all grades of non-teaching staff.
- Various Leaves: Faculty avail various paid leaves as Casual Leaves, Medical Leaves and leaves for performing academic activities and duties as examination and lecture in other colleges, study tours, site visits, for attending FDP, etc., in addition, summer and winter vacations are also given.

APPRAISAL SYSTEM:

- Annual assessment of performance of each faculty is carried out in paper-based appraisal system (PBAS), through filling up internal self-assessment proforma prepared by SCOA at end of every semester by each faculty. The parameters framed are; academic contribution, examination duties, research, self-enhancement, administrative duty, contribution in students committee 'susamwad' for co and extra-curricular activities.
- Institute accords appropriate weightages for their contributions and sum of score is considered as overall assessment. Self-assessment proforma filled up by each faculty is verified and assessed by HOD and division heads followed by the principal and this process is kept confidential.
- Continuation of service, promotion and incentives are recommended based on the performances.
- For non-teaching staff, PBAS is undertaken on seven parameters as reliability, integrity, character, intelligence, competence for working independently, etc. and hierarchically verified by assistant registrar, principal and management for continuation and promotion in service.

6.3.2 QnM: Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Year	2022-23	2021-22	2020-21	2019-20	2018-19
Number	10	20	04	24	13

6.3.3 QnM: Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development / administrative training programs during the last five years

Year	2022-23	2021-22	2020-21	2019-20	2018-19
Number	17	30	10	27	8

6.4.1 QIM: Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ non-government organizations) and it conducts financial audits regularly (internal and external)

- SCOA is a self-financed institution.College receives grants from other agencies like SPPU for seminar, conference, examination, research, sports equipment etc.
- Institute maintains a transparent and accountable financial system for effective and optimum allocation and monitoring of funds for balanced distribution for operational costs and capital costs (development expenditure) in annual budget. The finance committee prepares and monitors annual budget which is approved by the management for all recurring and non-recurring expenses.

STRATEGIES FOR FUND MOBILIZATION:

- Recurring expenses as; salaries of fulltime teaching and non-teaching staff and remuneration for visiting and guest faculty.Mandatory fees to statutory and affiliation authorities like COA, SPPU, ARA (Admission Regulating Authority), MASA etc.
- Existing building maintenance, purchase of equipment, computers and for upgradation of digital facilities which was necessary during pandemic period for online teaching learning.
- Sponsoring faculty to update knowledge by attending conferences/ workshops and FDPs, adding books in library and renewal of magazines and journals, staff, and students' welfare, etc. Extra-curricular activities like cultural and various other events, sports, other events related to all-round development of students.

RESOURCE MOBILIZATION:

- Focuses on sustainability of the institution, effective and efficient use of resources: human, finance, physical, existing infra-structure and support facilities, policies, and efficient budget allocation and to develop an alternate model for generating external funds.
- The college infrastructure is utilized as an examination center for government examinations. Library reading rooms are open 24x7 for benefit of students.
- Effective utilization of computers and equipment are ensured through appointment of well-qualified and helpful technical staff and administrative support.

FINANCIAL AUDITS:

- SCOA has a system of internal and external audit at end of each financial year.
- All financial records are audited by internal auditors of STES, they review budget and expenditure as per rule of STES.
- The queries and doubts of the auditors are immediately sorted by finance department before external audit.
- External audit is conducted by the chartered accountant auditor, appointed by STES for making balance sheet, IT return etc. after end of each financial year. The expenditure of funds received from SPPU is audited as per norms and annual audit of the same is done by the SPPU finance department.

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

- The prime task of the IQAC at SCOA during post-accreditation phase is to develop a system for conscious, consistent, and catalytic improvement in overall performances and to measure output towards achieving academic excellence. IQAC strives for setting quality benchmarks for teaching learning process, structures and methodologies of operations and learning outcomes and to keep records of incremental improvement.
- Improvement in quality of teaching learning by regular inputs is sought from feedback of parents from PTA meetings where students also participate.
- During pandemic period, e-contents of all subjects were prepared in form of modules by faculty team and uploaded on institute library's website to make accessible to students and teachers. Institute arranged learning sessions for teachers for operation of Google meet and Microsoft Teams platforms, research and publication, value added courses, annual exhibition, study tour report and presentation competition are given importance for quality enhancement.
- To encourage and develop research culture in students, institute publishes students' research articles in Shodha Sankalp, and many students participate in paper presentation in outside conferences.
- Conferences are conducted at SCOA, faculty members are encouraged and sponsored to present and publish research paper in college and at outside conferences. Value Added Courses conducted for

students for widening opportunities for employment and exposing to a new field which is not taught in curriculum.

- Annual exhibitions are organized with permanent galleries

6.5.2 QnM: Quality assurance initiatives of the institution include:

REGULAR MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC); FEEDBACK COLLECTED, ANALYSED AND USED FOR IMPROVEMENTS:

IQAC at SCOA has developed a system for mindful, unswerving, and catalytic enhancement in overall performances and to measure output towards achieving academic excellence. IQAC endeavors for setting quality benchmarks for teaching learning process, structures and methodologies of operations and learning outcomes and to keep records of incremental improvement. Feedback is regularly collected, analyzed and used for improvements accordingly.

2. COLLABORATIVE QUALITY INITIATIVES WITH OTHER INSTITUTION(S)/ MEMBERSHIP OF INTERNATIONAL NETWORKS:

Membership of faculty with organizations such as ICOMOS, IIA etc.

PARTICIPATION IN NIRF

In process

ANY OTHER QUALITY AUDIT/ACCREDITATION RECOGNIZED BY STATE, NATIONAL OR INTERNATIONAL AGENCIES SUCH AS NAAC, NBA ETC.

SCOA is NAAC accredited.

Criterion 7 - Institutional Values and Best Practices

7.1.1 QIM : Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years.

Measures initiated by the institution for the promotion of gender equity

- The Institute and the management value their contributions and endorse representation of women at the policy level with equal rights, responsibilities, and opportunities.
- Various college committees are constituted with both genders of faculty and staff. Students' committees are also formed by member of both girls and boys.
- Particularly for girl students, programmes on self-defence, empowerment, etc. are organized at SCOA every year under Nirbhaya Kanya Yojana sponsored by SPPU.
- There is a mentor-mentee system and a counselling cabin in the college, counselling is conducted formally and informally and online counselling was conducted during the pandemic as and when required.
- The gated campus has 24/7 security staff and CCTV cameras at strategic locations and in hostels to ensure safety of girl students.

Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals

- Republic Day on 26th January and Independence Day on 15th August from its inception.
- The Teachers' Day, Environmental day, Bhasha Diwas, National sports day, women's day etc. are celebrated by the students and faculty in the college.
- The International Day for Monuments and Sites also known as World Heritage Day is celebrated by M.Arch Department of Architectural Conservation.
- World Nature Conservation International Yoga Day
- Ganesh festival and Navaratri festival both of ten days are celebrated with the initiative and support.

7.1.2 QnM : The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and non-degradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

B: 4 of the above

7.1.3 QnM : Quality audits on environment and energy regularly undertaken by the Institution.

The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives

4. Beyond the campus environmental promotion and sustainability activities

A: All the above

7.1.4 QIM: Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institute has taken following efforts/initiatives for providing an inclusive environment to enhance harmony towards cultural, regional, linguistic, communal socioeconomic and sensitization.

- The multicultural environment of 'unity in diversity' at the institute is achieved by enrolment of students from diverse background and the tolerant recruitment policy of faculty of the management.
- Harmony and inclusivity are manifested in celebrating various events. Traditional Day annually is celebrated.
- Various days as directed by SPPU are celebrated by all in the institute are as Marathi bhasha divas, Vachan Purna divas is celebrated in the memory of former president of India, Dr. Abdul Kalam. Savitri Mahotsav was celebrated to commemorate the great deeds of Savitri Bai Phule. Sadbhavna din celebrated, to depict harmony.
- Constitutional obligations are sensitized by arranging motivational lectures on the "constitution of India" to make students aware of their rights, duties, and responsibilities as citizens of India.
- An important platform initiated by the institute almost from the inception, a student-teacher committee 'Susamwad' to nurture holistic development of students which is also a mission to fulfil. Oath ceremony, a distinct practice is carried out for first-year students to take oath to practice in profession with integrity and to serve the nation after completion of course.

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

Practice 1: Architectural Study tour: competition of study and documentation and publication of report.

Practice 2: Annual Exhibition of students' academic works.

7.3.1 QIM : Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

SCOA aspires to carry forward the vision of the institute to mold students for making sensible and responsible professionals. SCOA thrives to achieve goals through missions featuring distinctiveness in objectivity and in implementation and in maintaining:

The first mission is to cater quality education in a conducive academic environment:

- Institute maintains quality education system with quality content and appropriate teaching methodologies, rigorous academic scrutiny process and continuous improvement by trained faculty.
- SCOA nurtures research culture by organizing a national-level / state-level conference every alternative year as an opportunity to get exposed to advanced knowledge, to develop presentation skill and to publish research papers. Students' academic research articles are published every year in 'Shodh-Sankalp' to encourage research aptitude of students.

To provide all-round development

- SCOA facilitates bottom-up student-centric approach for all-round development and balanced growth of personality and behavior of students which is necessary to become better individuals in life.
- Students are encouraged to organize and participate in co and extra-curricular activities for skill development and for enhancing psychological and emotional strength.



Ar. Priyanka Chavan
IQAC Coordinator



Dr. Banani Banerjee
Principal

ACTION TAKEN REPORT FOR IQAC MEETING

Ref: IQAC meeting held on 27.12.22

Actions taken report of IQAC meeting on strategies, function, benefit.

Compilation of Term I and Planning for term II 2022-23 criterion wise as per the revised AQAR.

Criterion I: Curricular aspects

- Preparation of subject wise lesson session plan and academic calendar for the upcoming semester.

Electives planned for Term II:

- III year: Elective II Universal Design IV year: Elective IV Architectural Conservation and Parametric Modelling, Elective V Environmental Psychology.
- Final Year: Elective VI IGBC Rating System.

Audit Course planned for Term II:

- I year: Creative Writing
- II year: Yoga III year: Basic of accounting and book keeping
- IV year: Civics.

Add-on/ Certificate programs offered during this year

- M.Arch (CA): Parametric Modelling
- M.Arch (AC): Tool for Documenting Architectural Heritage
- B.Arch: Architectural Portfolio Making

Criterion II: Teaching- Learning and Evaluation

- Two staffs per class of 40 students, total $(40+1+1) = 42$ mentors including M Arch mentors are assigned.
- Session plan meticulously followed in the term. Study tour, site visits, workshops, expert lectures Design briefs are drafted considering the same.
- Evaluation of attainment program outcomes and course outcomes by the institution-
 - i. Progressive marking of each assignment
 - ii. Mock test/ viva voce
 - iii. Mid-term marking
 - iv. In sem exams
 - v. End sem exams
 - vi. Student satisfaction survey (feedback)
- Experiential Learning: for subjects like Design, building materials and construction, etc. case studies, study tours (virtual) is planned.
- Insem exam scheduled at college level between 6th to 8th week of the semester.
- Survey conducted for B Arch and M Arch students separately from 1st year to final year

Criterion III: Research, Innovation and Extension

More research related and extension activities

- 1 faculty received grants - ASPIRE Research Proposal Sponsored by SPPU
- List of Government and Non-government organizations is formulated
- Publication of research work of students at college level 'Shodh-Sankalp' journal is been carried out.
- Number of awards and recognitions received for extension activities from government / government recognized bodies during the year.

Criterion IV: Infrastructure and Learning Resources

- Institution has subscription of National Digital library of India (NDLI club) for local and remote access to e-resources. (Reg. No INMHNC4KYJ2VY8H).
- Total 753 registered members NDLI club till 23 Dec 2022.
- Total number of books available are 7929 , total number of titles are 6881 which is more than the COA norms for books. Total e books are 4774 more than COA norms for e-books, Total number of e-journals 1624.

Criterion V: Student Support & Progression (Grade Qualifier)

Extra-curricular activities and Alumni interactions are encouraged

Capacity building and skills enhancement initiatives taken by the institution include the following:

- | | |
|--|----------------------------------|
| • Tree plantation on Nature Conservation Day | 28 th July 2022 |
| • SCOA organized in collaboration with MEDA for ECBC and ENS awareness program | 1 st August 2022. |
| • Paint your Bappa with Pune Handmade Papers, Art Paper foundation | 23 rd August 2022 |
| • Quiz competition on World Architecture Day | 3 rd October 2022 |
| • Artskills digital platform presentation for skills development | 19 th July 2022 |
| • Language and communication skills | |
| • Creative painting and exhibition were conducted | 30 th November 2022 |
| • Poster making competition on Nature Conservation Day | 28 th July 2022 |
| • Session by alumni presenting their ADP journey | 19 th December 2022 |
| • Life skills (Yoga, health, and hygiene) | |
| • International Yoga Day | 21 st June 2022 |
| • Waste management – Reducing use of plastic activity | 8 th August 2022 |
| • ICT/Computing skills | |
| • Maharashtra Step well documentation for computing skills collaboration done | |
| • Seminar on Softwares in Architectural Profession | 23 rd September, 2022 |

Alumni meet on 10th August 2022 –

1. Ar. Priyanka Barge (Alumni M.Arch) – Presented her Research
 2. Ar. Shreamey Phadnis (Alumni M.Arch) – Presented work done in conservation
 3. Ar. Neeraj Godse (Alumni M.Arch) - Presented work done in conservation
 4. Ar. Tanmay Patil (Alumni B.Arch) – Shared his professional work
 5. Ar. Omkar Danwate (Alumni B.Arch) - Shared his professional work
- Alumni guest lecture presentation
 - **Alumni presentation on 19th September 2022** - Ar. Saish Dhimate and Ar. Vinay Kothari were invited for sharing their design process of Architectural Design – Campus planning, Concept development, Presentation techniques, etc. to the current third year students.
 - **Alumni presentation on 19th December 2022** - Ar. Vrushal Savla and Ar. Nachiket Salunkhe presented their ADP journey to current final year students for proficient output of their current ADP projects.

Criterion VI: Governance, Leadership and Management

- Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year
- SPPU Syllabus meetings
- Orientation for new faculty (Administrative and teaching)
- Learn and Teach sessions by faculty for faculty after attending TTP/FDP
- TTP Organized by COA TRC Pune in Collaboration with SCOA in August 2022
- Non-teaching staff training programs

Dates	Title of Program for non-teaching staff	No. of participants
23/8/2022	Training program on Reylon TDS & Saral/Tally Aspire Fees software	Ms.Rutuja Hajare
15/12/22	Webinar based training for accounts departments of STES	Ms.Rutuja Hajare

Criterion VII: Institutional Values & Best Practices


- Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities and Sensitization of students and employees of the Institution to the constitutional obligations' values, rights, duties and responsibilities of citizens

Tolerance and harmony towards culture:

- Celebration of Ganpati festival: Faculty and students enthusiastically participated in the festival.
- Ganpati painting workshop: 23.08.22 students and faculty participated in the workshop with great zeal.
- Navratri Dandiya celebration: 01.10.22 Celebration done at campus level.
- Vachan Prerna din: 20.10.22 conducted in library.
- Tree plantation drive: organized by college faculty and students participated with enthusiasm and planted trees in the campus.
- Lecture on constitution of India conducted.



Ar. Priyanka Chavan
(IQAC Coordinator)



Dr. Banani Banerjee
(Principal)

SINHGAD COLLEGE OF ARCHITECTURE®

(Affiliated to Savitribai Phule Pune University & Approved by AICTE & COA (ID No. PU/PN/Engg./1512000)

Accredited by NAAC

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Founder Secretary

Dr. Banani Banerjee
B.ARCH., MCP, Ph.D.
Principal

Ref: SCOA/2023-24/ 724H

Date: 04.01.24

Minutes of IQAC meeting

Following are the minutes of IQAC meeting held on 02.01.2024 at 02.00 pm at assembly hall of SCOA. Agenda of Meeting is to collection of Data for SSR 2023-24 TERM I. Criteria wise Quality enhancement strategy for 2023-24 TERM II: planning and proposals

Criterion I: Curricular aspects

1.1.1 QIM: The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment.

- Five-tiered curriculum delivery system
- Similar Session and Lesson Plan are prepared in each term and reviewed in monthly meetings.
- The documentation is carried out simultaneously for syllabus completion, academic performances, and attendance records at the end of each semester.
- The academic calendar prepared by SPPU.
- The monthly review meetings are conducted.
- Monthly meeting reports (digital format) are sent to parents and discussed at Teachers-Parents (PTM) meetings.
- Remedial classes are conducted for the nonperforming students.
- College conducts mock test and mock viva/juries during the semester.

1.1.2 QnM: Number of Add on /Certificate/Value added programs offered and online MOOC programs like SWAYAM, NPTEL etc. where the students of the institution have benefitted.

1.2.2 QnM: Percentage of students enrolled in Certificate/ Add-on/Value added programs

Courses planned:

1.	Architectural Portfolio Making	Compulsory for 4 th year students
2.	Parametric Modelling	For 4 th and 5 th year students
3.	Tools For Documenting Architectural Heritage	
4.	Urban High rise residential landscape	Compulsory for 3 rd year students
5.	Architectural Photography: Reels and stills	Compulsory for 1 st and 2 nd year students

1.3.1. QIM: Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Status of 2023-24 (TERM I)	Planning for 2023-24 (TERM II)
<ul style="list-style-type: none"> • Professional Practice • Communication skills • Practical Training • History of Architecture, • Urban studies, • Climatology, • Green building rating system, • Architectural design. 	<ul style="list-style-type: none"> • Entrepreneurship development • Project management • History of Architecture, • Urban studies, • Environmental Science, • Architectural design.

1.3.2.QnM: Percentage of students undertaking project work/field work/ internships:
Final year 114 students have completed 90 days internship.

1.4.1. QnM: Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc.

- Feedback will be collected at end of Academic year.

Criteria II: Teaching- Learning and Evaluation

2.1.1 QnM: Average Enrolment percentage (Average of last five years)

2.1.1.1. Number of students admitted: 509

2.1.1.2. Number of sanctioned seats: 880

2.1.2 QnM: Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, etc. as per applicable reservation policy) during the last five years

(Exclusive of supernumerary seats)

2.1.2.1. Number of actual students admitted from the reserved categories: 244

2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt. rule: 440

2.2.1. QnM: Student – Full time Teacher Ratio

A.Y. 2023-24 = 8 : 1 (509 : 63)

2.3.1 QIM: Student centric methods, such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences using ICT tools.

- The pedagogy for architectural design subject encompasses
- Experiential learning methods, such as case studies to understand the design and planning of a particular project, site visits to understand natural, social, and cultural context, design demonstrations in 2D drawings and in 3D views and physical models, regular reviews by jurors and viva in SPPU examination. Architectural design projects are formulated progressively of bigger scale and complexities from the first to fifth year.
- Participative learning from field-works such as site-visits, study-tours and hand-on workshops in architectural education, ICT tools are used widely by faculty and students to present in audio-visual medium, videos and films of buildings, construction, historic buildings and places. Such virtual experiences enhance their learning experiences in the classrooms
- Faculty nurtures problem-solving skills in subjects like architectural design and research, by regular intense review in AV mode clarifying all doubts after analysis and reasoning

2.4.1 QnM: Percentage of full-time teachers against sanctioned posts during the last five years

2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers' year wise during the last five years: 63

2.4.2 QnM: Percentage of full-time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt. during the last five years (consider only highest degree for count) : Percentage : 6.35% (5 Faculty members)

2.5.1 QIM: Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

- CEE for architectural course is conducted in two methods at the end of each semester for all classes; sessional / viva examinations for most of the subjects, assessed by both internal and external examiners and written examination for theory subjects.
- Timetable of all examinations conducted in the institute are prepared and circulated to students and parents Whatsapp groups in advance for transparent conduction of examinations.
- CIA is carried out systematically for each assignment of a subject by the faculty member/s teaching the subject and scheduled as per submission day stated in the session plan.
- Students are given feedback simultaneously while evaluating in front of them in the class and progressive marking is reviewed in monthly/quarterly IAMC meetings. Internal assessments are conducted for revised submissions and for students not submitted before if there is a valid reason.

2.6.1 QIM: Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

COs, POs displayed on website and notice boards in classrooms and staffroom.

2.6.2 QIM: Attainment of POs and COs are evaluated.

2.6.3 QnM: Pass percentage of Students during last five years

- Evaluated at end of Academic year.

Criteria 3- Research, Innovations and Extension

3.1.1 QnM: Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

- NIL

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

The Ecosystem: includes recruiting desirable human resource, taking initiatives for exploration of research through an established and organised research cell within the institute.

Knowledge sharing sessions by the faculty members on attending FDP/TTP and creating a supportive infrastructure for these sessions

Creation of Knowledge: contribute to the research by presenting research papers and individual projects. attending seminars and Faculty Development Programs.

The learnings are further integrated into creative teaching modules for the students.

opportunity to organise seminars and national level conferences for creation as well as exchange of knowledge.

Transfer of knowledge: Participation in Avishkaar, Publication –Shodh Sankalp, VIDWAN, NDLI registration

- Faculty team formations as per seniority and expertise
- Encouraging faculty to take up Research proposal by Govt and Non Govt authorities
- Encouraging students to participate in Research conferences.
- Attending TTPs/FDPs and sharing the knowledge
- attending SWAYAM, NPTEL courses
- ICT Infrastructure

3.2.2 QnM: Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

- Total 6 seminars and 2 workshops conducted for faculty and students
- **Seminars /Webinars** – Fort Architecture, communal Harmony, women health, Planning for Adaptation to Climate, Blueprint of Success, TTP Knowledge sharing Sessions
- **Workshops** – Photography and Pottery Workshop

Planning for 2023-24 (TERM II)

- Seminar on Foreign education opportunities and financial aids in January 2024,
- Seminar on Intellectual property rights
- Seminar on Architectural Design Project: Concept Formulation
- Workshop: Rendering Techniques
- Seminar By Ethos

3.3.1.1. Number of research papers in the Journals notified on UGC CARE year wise during the last five years

- 2 nos of Research Papers published in UGC journals.
- Encourage Faculty members to contribute to research by conducting seminars and making the Infrastructure Facilities available through Research Cell.

3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/international conference proceedings year wise during last five years

- 1 No of Research paper published in Marathi Conference
- Encourage Faculty members to contribute to research by organising National Level Conference

3.4.1. QIM: Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

- Photographic documentation of character mapping of your cities based on the given elements,
- Photography depicting support for sustainable ways of celebrating festival in urban neighbourhood, visit of Shrimant Bhausaheb Rangari Bhavan,
- Photography workshop under Heritage Club SCOA

Planning for 2023-24 (TERM II)

- Planning more activities for social awareness and benefit of society through architectural knowledge, skills, and solutions

3.4.2. QnM: Awards and recognitions received for extension activities from government / government recognized bodies

- NSS Registration
- Encouraging students to participate in more social awareness activities

3.4.3. QnM: 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 last five years

12 extension and outreach programs were carried out including:

- Votor id Registration (NSS),
- Ganpati Painting Workshop of ecofriendly ganpati,
- School Wall Painting,
- meri mati mera desh,
- Pavilion Design for Niwara old age home,
- Heritage walk,
- Pledge and induction program,
- T shirt Painting Competition,
- Donation of Money/ Sweets for Diwali,
- National Flag Day - Run for Unity fund Raiser, Green Club,
- World sustainable transport day,
- Women Health awareness programme

Planning for 2023-24 (TERM II)

- Collection Drive for rural children in collaboration with SAMINDRA NGO
- Volunteering for Constro 2024
- Blood Donation Camp

3.5.1. QnM: The number of MoUs, collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research, and other academic activities during the last five years

- MoU with Studio Gestalt

Planning for 2023-24 (TERM II)

- MoU with ABKO English Academy
- MoU with Archdais (Ar. Hrishikesh Kothari)
- MoU with Morphogenesis, Delhi
- Collaboration with Vertex,Pune(Ar.Amol Talekar)
- Collaboration with Ar.Dhwaj Kulkarni and associates

Criterion 4 - Infrastructure and Learning Resources

4.1.1 QIM: Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT infrastructure, facilities for cultural and sports activities, gymnasium, yoga centre etc. in the institution

- Well-developed infrastructure for teaching and learning
- Well-equipped labs for teaching-learning
- Computer labs
- Studios, Classrooms with ICT facilities
- AV rooms
- Cultural centre, multipurpose hall for cultural activities, yoga activities
- Well-equipped gymnasiums, cricket ground
- Indoor sport activity hall well equipped
- Swimming pools

4.1.2 QnM: Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs).

- Well distributed funds for utilization of teaching learning facilities.

4.2.1 QIM: Library automation using Integrated Library Management System (ILMS), subscription to e-resources including provision of links to OER repositories, amount spent on purchase of books, journals and usage of library.

- SCOA has department library which is open on all institute working days
- 24X7 Central Library of Six floors with SCOA Section in second floor in the campus which accommodates books, journals, reports etc
- Total number of volumes 8047, Titles 6825, national journals 15, international journals 4
- For library Automation, SCOA had Autolib (version 1.0), an integrated library management software (ILMS) from 2005 to November 2022, and from December 2022, KOHA (version 21.11.12.000), an ILMS has been installed.
- Subscription for E-journals with 1186 number, e-books 2658, database and remote access available

- Institution has subscription of National Digital library of India (NDLI club) for local and remote access to e-resources. (Reg. No INMHNC4KYJ2VY8H)
- There is an Anti-Plagiarism software Check for Plag. purchased for scanning students' research dissertations before submission to detect the authentication of their works and to prevent copying

4.3.1. QIM: Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

- SCOA is committed to provide state-of-the-art IT infrastructure and services for students, faculty and for administrative staff.
- The building is wi-fi enabled through a dedicated server for SCOA connected to a common internet service for all institutes in the campus.
- High speed internet with bandwidth of 16MBPS in the institute.
- Faculty and students can access Wi-Fi facility 24 x 7 and 365 days.
- Internet facility is provided with LAN services to studios, classrooms, assembly hall, faculty rooms and administration areas.
- SCOA has two computer labs one for B. Arch and one lab for M. Arch. A total number of computers available in working condition is 179 and wired connection of LAN service is provided to all computers in the lab to conduct classes.

4.3.2. QIM: Student – Computer ratio (Data for the latest completed academic year)

- Number of computers available for Students' usage during the latest completed Academic year 2023-24 = 125
- Number of students for year 2023-24 = 510
- Formula Students: Computers = 125 = 4.08:1

4.4.1.QnM: Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

- Well distributed funds for utilization of teaching learning facilities

Criterion 5- Student Support and Progression

Number of students benefitted by scholarships and free ships provided by the Government & Non-Government agencies during the year

- Various scholarships and schemes available to students.
- Number of students – 339 students

5.1.2. QnM: Capacity building and skills enhancement initiatives taken by the institution include the following

- Soft skills: Paint your Bappa, Orientation Program, World cities day – photography competition
- Language and communication skills: T-shirt Painting, Essay writing on Shivaji Maharaj, Reading Day
- Life skills (Yoga, health and hygiene): Yoga celebration, Tree plantation, Meri Maati Mera ~~Uti~~ h, Panchpran pledge, Running competition.
- ICT / computing skills: Construction Yard, Sustainable transportation day.

All types of events covered.

- -Check about certificates preparation and distribution.

5.1.3. QnM: Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

- M.Arch. Orientation to IV Yr. B.Arch. Students
- Career counseling sessions to be planned in upcoming term.

5.1.4. QnM: The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

- Anti ragging meeting taken for first year students.
- Undertakings collected from students and parents for same.
- For term II Grievance Redressal and Internal Complaint committee meeting to be done, with records of MOM, decisions made, etc.

5.2.1. QnM: Percentage of placement of outgoing students and students progressing to higher education during the last five years

- Conducting survey for pass out students

5.2.2. QnM: Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

- Few students have applied to the universities, but not confirmed admission yet.

5.3.1. QnM: 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 last five years

- No participation as of university/ state/ national level

5.3.2. QnM: Average number of sports and cultural programs in which students of the Institution participated during last five years (organized by the institution/other institutions)

- Celebrated National Sports Day.
- STES's Carnival for all first-year students
- Rockband Competition.

5.4. QIM: There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

- Alumni Association registration is done
- Guest lecture and juries conducted.
- Ar. Ankur Kothari & Ar. Anil Poduwal invited for First year Orientation.
- Ar. Piyush Chorbele invited for 'World Architecture Day'
- Ar. Shreeamey Phadnis – professional journey of Studio Gestalt
- Ar. Sanket Veerkar & Ar. Himanshu Subandh invited for second year Design jury.
- Ar. Prathamesh Takale invited for third year Design jury.

Criterion 6- Governance, Leadership and Management

6.1.1. QIM: The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance.

- **Governance:**
- STES level:
 - budget, faculty and staff appointment, salary, purchase planned by various committees of college represented by faculty and proposed to management for approval
- **SCOA level:**
- Vision & mission: long-term and short-term goals
- Governance: Four tier for academic delivery and administration
- All faculty members represent various internal committees and make decisions and planning proposals to the Principal for approval

6.2.1. QIM: The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc.

- Under the General Body (GB), four sub-committees have been formed, consisting of senior management representatives, the principal, senior faculty, and institute staff, with the following responsibilities: Finance Committee, Purchase Committee, Staff Selection Committee, Building Committee.
- Internal Committees: Administration, Library and Admission committees
- Other committees & administrative departments in place
- The institute adheres to STES policies for employee appointment, service, leave management, and promotions.
- Faculty recruitment aligns with SPPU and COA norms.
- Strategic Deployment Plan has been developed. This plan encompasses both long-term and short-term objectives.

6.2.2 QnM: Implementation of e-governance in areas of operation

- Administration e-governance-Software Tally, Biometric system, CCTV, Sinhgad email/webmail, Microsoft office package of Word, BCUD online portal
- Finance e-governance- Tally software is used for salary and Reylon Saral Paypack
- Student e-governance- online portals of DTE, COA, MahaCET, Sinhgad Student application on their phones, Students' scholarship -Aapla Sarkar portal.

- Exam e-governance- official WhatsApp groups, BCUD Profile of teachers, marks uploading process done online via BCUD login.

6.3.1 QIM: The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

Documents for Staff quarters, staff leaves, TTP/FDP, EMBF, Career progress incentives, performance appraisal formats to be collected.

6.3.2 QnM: Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

6.3.3 QnM: Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development / administrative training programs during the last five years

- 6.3% teaching staff participated in FDP/TTP
- 0 non-teaching staff participation

6.4.1 QIM: Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ non-government organizations) and it conducts financial audits regularly (internal and external)

- Adequate allocation of Funds and resources done for salary, mandatory fees to statutory and affiliation authorities, maintenance, welfare initiatives etc.

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

- Academics Quality Assurance Strategies carried out
- Incremental improvements are documented in a spreadsheet, and digital copies of student progress reports are conveyed to both parents and students.
- Parent-Teacher Meeting (PTM) conducted for Feedback from parents and students

6.5.2 QnM: Quality assurance initiatives of the institution include:

REGULAR MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC); FEEDBACK COLLECTED, ANALYSED AND USED FOR IMPROVEMENTS:

- Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented progressively
- NIRF Participation in progress
- Current NAAC and AISHE accredited
- 'All of the mentioned pointers' opted

Criterion 7 - Institutional Values and Best Practices

7.1.1 QIM : Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years.

- CCTV placed at strategic locations.
- Common rooms for boys and girls.
- Counselling for students
- Security systems in place

Commemorative days celebrated:

- Independence Day
- Ganpati festival
- Navratri festival
- Lecture on health awareness for women.
- Teacher's day celebrated
- World Heritage Day
- World nature conservation day
- International yoga day
- National sports day

7.1.2 QnM : The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and non-degradable waste
3. Water conservation
4. Green campus initiatives

5. Disabled-friendly, barrier free environment

B: 4 of the above

7.1.3 QnM : Quality audits on environment and energy regularly undertaken by the Institution.

Green Campus Initiatives:

Restricted entry of automobiles Pedestrian Friendly pathways

Ban on the use of Plastic

Landscaping with trees and plants

Beyond campus environmental promotion activity.

- **All audits will be done for 2023-24**
- Beyond campus promotional activities: students to prepare posters and awareness charts as a part of their environmental studies subject.

7.1.4 QIM: Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens

- Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, and communal socioeconomic diversity:
- Celebrated Vachan Prerna divas
- Voter awareness campaign
- National Unity Day
- Sensitization of students and employees to the constitutional obligations: values, rights, duties, and responsibilities of citizens
- Oath ceremony conducted for first-year students.

Planning for 2023-24

- Cultural events in February 2024
- Marathi Bhasha Divas celebration- Jan or Feb 2022
- Pledge day- After circular from SPPU.
- Savitri Mahotsav – as per SPPU circular
- DEG Course to be conducted for first-year students.
- Elections for Susamvad
- Code of conduct

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

Practice 1: Exploration of tangible and intangible : Architecture and beyond

Practice 2: Exposition of all round development.

Study tour to be conducted in January and February 2024

Exhibition to be held in February – March 2024

7.3.1 QIM : Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

- Oath ceremony
- Language proficiency
- Cognitive skills
- Social emotional connect
- Physical wellbeing

Evidence: The alumni of SCOA are recognized and celebrated in the field of architecture as well as allied fields.

Ar. Priyanka Chavan
IQAC Coordinator


Dr. Banani Banerjee
Principal

ACTION TAKEN REPORT FOR IQAC MEETING

Ref: IQAC meeting held on 27.07.23

Actions taken report of IQAC meeting on strategies, function, benefit.

Curricular aspects

- Audit Course and Skill Enhancement Programs were of more than 30 hours are conducted.
- Weekly projects or Project done under collaboration are planned.

Teaching- Learning and Evaluation

- Strengthened social media for increase in admissions
- CO-PO mapping method discussed and called for suggestions.

Research, Innovations and Extension

- Ecosystem for innovations reframed and floated for suggestion,
- Ecosystem, initiatives for creation of knowledge, initiatives for transfer of knowledge reframed.
- Activities under MoUs/Collaborations are documented.

Infrastructure and Learning Resources

- Internal Audit reports revised.

Student Support and Progression

- Non govt scholarship details yet to be clarified from admission clerk.
- Activities relating to development of professional values/ skills are extended to be part of career counseling programs.
- Percentage of placement recheck by connecting and confirming with alumni.
- Planned small events including singing, sports to be considered.

Institutional Values and Best Practices

- Best Practices conducted and well-documented.
- Elaborated the distinctive features of Institution.

Governance, Leadership and Management

- Provision of staff quarters and leaves facility details collected
- The documents of internal audit have been done regularly.
- NIRF participation process initiated.
- Academic and administrative audit and follow-up action taken added for the last 5 years as it is being done regularly.

Ar. Priyanka Chavan
IQAC Coordinator

Dr. Banani Banerjee
Principal