



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		MATSYODARI SHIKSHAN SANSTHA'S ANKUSHRAO TOPE COLLEGE JALNA
Name of the head of the Institution		DR. BABASAHEB RAMCHANDRA GAIKWAD
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02482223439
Mobile no.		9404042999
Registered Email		mssjln@rediffmail.com
Alternate Email		mssatciqac@gmail.com
Address		Near Motibag, Railway Over Bridge, Old Jalna
City/Town		JALNA
State/UT		Maharashtra
Pincode		431213

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	DR. SHAHAJI VITHOBA GAIKWAD
Phone no/Alternate Phone no.	09421482721
Mobile no.	8788921784
Registered Email	mssatciqac@gmail.com
Alternate Email	gajartd@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://mssatcjalna.com/assets/files/AQAR201718.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://mssatcjalna.com/assets/files/Academiccalendar18-19.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	A	3.06	2013	05-Jan-2013	04-Jan-2018

6. Date of Establishment of IQAC	01-Jul-2004
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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

Feedback from stakeholder	02-Jul-2018 6	500
Regular Meeting of IQAC	05-Jul-2018 2	12
View File		

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

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

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

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)

Introduction of Smart Classes. Feedback from stakeholder Regular Meeting of IQAC SelfAppraisal from teaching nonteaching staff members Award to Department Meritorious students

[View File](#)

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

Plan of Action	Achivements/Outcomes
<ul style="list-style-type: none"> To organize seminars, workshops and conferences in HEI. 	<ul style="list-style-type: none"> Organized seminars, conferences and workshops
<ul style="list-style-type: none"> To review exam results of the 	<ul style="list-style-type: none"> Review of examination results

academic year 2017-18					
<ul style="list-style-type: none"> To make High Speed Internet facility available in HEI 	<ul style="list-style-type: none"> Availability of High Speed Internet Facility 				
<ul style="list-style-type: none"> To revise criterion-wise IQAC committees 	<ul style="list-style-type: none"> Revision of Criterion-wise IQAC committees. 				
<ul style="list-style-type: none"> To upgrade English Language Lab 	<ul style="list-style-type: none"> Upgradation of English Language Lab 				
<ul style="list-style-type: none"> To create smart class in HEI 	<ul style="list-style-type: none"> Creation of Seven smart class rooms 				
View File					
14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">COLLEGE DEVELOPMENT COMMITTEE</td> <td style="text-align: center;">12-Aug-2019</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	COLLEGE DEVELOPMENT COMMITTEE	12-Aug-2019
Name of Statutory Body	Meeting Date				
COLLEGE DEVELOPMENT COMMITTEE	12-Aug-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	27-Feb-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The MIS of the Institution consists of generating, communicating and identifying problems in order to make the process of decision making easy. As a result, the MIS helps in enhancing the quality of the everyday working of the institution. The institution has made its MIS effective through computer database. The IQAC communicates its decisions and initiatives to faculty and students through notices, circulars, SMSs, and sometimes through oral communication. Notices, circulars, SMSs and oral communication notify the faculty, students and nonteaching staff the dates, time, duration, place of certain work or event or program or meeting to be taken place. This process of MIS helps in great way to be in touch with faculty, students and nonteaching staff. The next mode of MIS is related to Principal of the</p>				

institution, who in his turn calls meetings, gives suggestions and instruction through notices as well as oral communication. Sometimes he calls meetings whenever possible for the purpose of giving intimations both to the faculty and nonteaching staff. MIS of the Institution works in vertical as well as horizontal ways. The office of the Institution informs the students of certain dates, certain schemes and facilities available for them. Typed notices are being taken class to class and read out for the students. It is ensured here that every student must be communicated of all things available in the Institution. The same notices are displayed in the showcases hanged at different places on the campus. Parents, employer and alumni are informed of and provided with new syllabus in order to seek their opinions and suggestions. Academic information is communicated to the faculty through the Head of the Department who calls meetings for the purpose. Circulars from the UGC, state government and the parent university are made available for all the faculty and the concerned staff. Suggestion boxes is also part of MIS in HEI. Information from students is collected through these boxes. Students post their suggestions in the boxes and the concerned committee collect information and intimate it to the IQAC. Student Council has a main role to play in MIS by suggesting and intimating the problems students face on the campus. Thus the MIS of the Institution effectively communicates information to all the concerned and helps to enhance the quality of its working.

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

The institution well in advance ensures effective curricular delivery through a well plan and documented process. It mainly consist of preparation of the annual academic calendar for the academic year. The calendar mentions month-wise dates for the academic activities to be done. In the month of June staff meeting is held and in the meeting review is taken and documentation of it is made. In addition to this, instructions for preparation of annual academic

calendar are given. At the same time, preparation of semester teaching plan with ICT components is recommended. In the same month the teaching of the college begins and the teachers inform the students of syllabus and textbooks. The pattern of examination is explained in the class by providing the students with question papers. The feedback on new syllabus is taken from all stakeholders for the purpose of analysis and improvement. The college organize class-tests in order to see the extent to which the student perceive the teaching. As a part of continuous assessment the students are given assignments on the topics taught in the class. The Curricular Aspects Committee supervise the teaching process and collects syllabus completion forms from the teacher. If needed extra classes are organized. With the approach of examinations, students are given counselling in relation to examination. Examination time table is displayed in notice boards. After Diwali vacation, the Principal holds meeting of staff members. In the meeting a review of semester results of the first term examinations is taken. After the meeting, the teaching is resumed. In the earlier lectures, the students are informed of the syllabus. The same activities as mentioned above are done.

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
Upyojit Marathi	--	01/08/2018	30	Communication	spoken and written
Spoken English	--	01/08/2018	30	Communication	spoken and written
Tally	--	01/08/2018	30	Employability	Accounting
Taxation GST	--	01/08/2018	30	Employability	Accounting
Yoga stress management	--	01/08/2018	30	Health management	Mind control

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	EMPLOYMENT	01/08/2018
View File		

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
BVoc	Accounting, Banking, Computer Hardware Networking	01/08/2018

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

	Certificate	Diploma Course
Number of Students	157	100

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
Upyojit Marathi	01/08/2018	22
Spoken English	01/08/2018	30
Tally	01/08/2018	24
Taxation GST	01/08/2018	21
Yoga stress management	01/08/2018	30
Computer Literacy	01/08/2018	30
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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
BA	GEOGRAPHY - SOCIAL ECONOMIC STUDY	6
MA	GEOGRAPHY AND PSYCHOLOGY	30
View File		

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>The institution collects filled feedback forms from all the stakeholder like Students, Teachers, Employers, Alumni and Parents. The feedback forms have questions related to syllabus from different perspectives. Each form consists of at least seven and at the most nine questions. The stakeholders give their responses in four ways such as Average, Good, Excellent and Outstanding. Each response of each question from the stakeholder is analysed and conclusion is drawn. The stakeholders also give suggestions. From the conclusions and suggestions the Curricular Aspects Committee draw its own conclusions and they are forwarded to concerned Board of Studies of parent university. The feedback analysis and its conclusion are uploaded on the college website.</p>

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
BA	HUMANITIES	840	655	655
BCom	COMMERCE	480	461	461

BSc	SCIENCE	360	210	210
BCA	COMPUTER SCIENCE	180	44	44
BVoc	ACCOUNTING, BANKING, COMPUTER HARDWARE	150	146	146
MA	HUMANITIES	1200	536	536
MCom	COMMERCE	120	120	120
MSc	COMPUTER SCIENCE	60	23	23
View File				

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	1616	679	47	13	60

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
60	53	60	10	10	4

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The institution has developed mentor-mentee system for the students. After admissions are finalized, the students are allotted to teachers. Each teacher approximately has 40 students whom he is in contact with. He / she knows each student personally and meets them at regular intervals. The problems of the students are noted down and they are communicated to the IQAC for solution. This system creates rapport between students and teachers. Students feel at home when they are on the campus because of this mentor-mentee scheme.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2295	60	1 : 38

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
76	60	16	0	34

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
2018	DR. APARE R S	Associate Professor	EXCELLENCE IN EDUCATION
2018	DR. APARE R S	Associate Professor	SMT SHARBATI DEVI GIRIDHARI SAHITYA SAMMAN
2018	DR. APARE R S	Associate Professor	SAHITYA BHUSHAN
2018	DR. APARE R S	Associate Professor	SAHITYA ACADEMY AWARD
2018	DR. APARE R S	Associate Professor	ADARSH VIDYA SARASWATI NATIONAL AWARD
2018	DR. APARE R S	Associate Professor	PANCHAM AKHIL BHARTIYA SAHITYA SANMAN
2018	DR. QUADRI S J	Associate Professor	IFPEFSSA AWARD
2018	DR. GAIKWAD S J	Assistant Professor	EXCELLENCE IN EDUCATION
2018	DR. GAIKWAD S J	Assistant Professor	IDEAL TEACHER AWARD
2018	DR. BHOJNE S S	Assistant Professor	RAJARSHI SHAHU MAHARAJ HONOR
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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
BA	UGBA01	I TO VI	30/04/2019	15/07/2019
BCom	UGBCOM02	I TO VI	30/04/2019	15/06/2019
BSc	UGBSC03	I TO VI	30/04/2019	15/06/2019
BCA	UGBCA04	I TO VI	30/04/2019	15/06/2019
MA	PGMA01	I TO IV	10/05/2019	25/06/2019
MCom	PGMCOM02	I TO IV	10/05/2019	25/06/2019
MSc	PGMSC03	I TO IV	10/05/2019	25/06/2019
View File				

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

The Institution at its own level has taken quality initiatives on Continuous Internal Evaluation (CIE). The CIE consists of oral tests, written tests, seminars, assignments, projects and practical. After the completion of teaching

of unit I of the syllabus, the teachers evaluate the students by conducting oral tests, seminars. Assignments and projects on different topics are given for completion. The practical in the subjects of Science, Geography and Psychology are conducted. The tests, seminars, assignments, projects are evaluated and the students are provided with answer books. The suggestions regarding the answers by the students are given. If the students commit mistakes, they are rectify of them.

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

For conduct of examination and other related matters, the institution prepares academic calendar and strictly adheres to it. In the month of May, the IQAC and its committees work on the plan of activities, in addition to academic programs, to be done in the academic year. Academic calendar is the main document to be adhered to. Examination is one of the major concerns of the institution. The unit tests are conducted after the completion of a unit of all subjects. The same process has been adopted after the completion of consequent units. The subject teacher conducts the test in his classroom and evaluation of the answer books has been done. The students are notified of all the tests by displaying the academic calendar on the notice boards. Thus the academic calendar prepared by the institution helps both teachers and students to conduct and face the internal examinations.

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)

<https://mssatcjalna.com/assets/files/2.6.1-PROGRAMME-OUTCOME.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
UGBA01	BA	HUMANITIES	158	129	81.64
UGBCOM02	BCom	COMMERCE	101	77	76.23
UGBSC03	BSc	SCIENCE	41	47	65.85
UGBCA04	BCA	COMPUTER SCIENCE	12	7	58.33
PGMA01	MA	HUMANITIES	228	191	83.77
PGMCOM02	MCom	COMMERCE	55	50	90.91
PGMSC03	MSc	SCIENCE	10	8	80

[View File](#)

2.7 – Student Satisfaction Survey

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

<https://mssatcjalna.com/assets/files/2.7.1-SSS.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
Minor Projects	600	ICSSR DELHI	4	2
Major Projects	1000	ICSSR NEW DELHI	8	5
View File				

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
WORKSHOP ON NAAC	IQAC	06/12/2018
IPR: ISSUES CHALLENGES	IQAC	11/03/2019
WORKSHOP ON CULTURE AND INSTITUTIONAL ETHICS	IQAC	07/02/2019
AWARENESS OF E-RESOURCES	IQAC	12/03/2019
WORKSHOP ON INSTITUTIONAL DEVELOPMENT	IQAC	07/02/2019
USE OF ICT IN COLLEGE LEVEL TEACHING LEARNING PROCESS	IQAC	12/03/2019
TOWARDS EXCELLENCE: OUTCOME BASED EDUCATION	IQAC	13/03/2019

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 !!!				
No file uploaded.				

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 !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1	11	1

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

Name of the Department	Number of PhD's Awarded
ECONOMICS	1
PSYCHOLOGY	13
POLITICAL SCIENCE	2
PUBLIC ADMINISTRATION	2
GEOGRAPHY	4

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)
International	ECONOMICS	10	4.5
International	HINDI	6	3.1
International	ENGLISH	9	4
International	MARATHI	2	1.6
International	HISTORY	8	1.2
International	PSYCHOLOGY	19	4.5
International	COMMERCE	18	2.6
International	PUBLIC ADMINISTRATION	8	2.5
International	GEOGRAPHY	18	3.2
International	POLITICAL SCIENCE	3	2.5

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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
ENGLISH	9
PUBLIC ADMINISTRATION	3
HINDI	2
ECONOMICS	3
GEOGRAPHY	9
HISTORY	1
COMMERCE	1
LIBRARY SCIENCE	1

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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
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No Data Entered/Not Applicable !!!

No file uploaded.

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
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	45	10	7
Presented papers	13	40	5	10
Resource persons	5	7	0	4

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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
RALLY	NSS	12	50
NSS CAMP	NSS	4	40
HEALTH CAMP	NSS SANJIVANI HOSPITAL, JMH, CIVIL HOSPITAL, OM HOSPITAL, HUSHE HOSPITAL, MGM	15	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
ACADEMIC AND INFRASTRUCTURE	CPE	UGC NEW DELHI	2300
ACADEMIC AND INFRASTRUCTURE	ISO	QA CERTIFICATION PVT LTD	2300

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
SWACHA BHARAT	NSS	RALLY	15	25
AIDS AWARENESS	IQAC	RALLY	4	40
SWACHA BHARAT	IQAC	TREE PLANTATION	7	45

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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 !!!

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
Samarth Co Bank	02/07/2018	Skill devt. Outcome based trainings , Placement RD services Related services	43
Ashok Patil Associates Abad	02/07/2018	Skill devt. Outcome based trainings , Placement RD services Related services	43
Gaikwad Shah Co Abad	02/07/2018	Skill devt. Outcome based trainings , Placement RD services Related services	43
View File			

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
40	37

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS	Nature of automation (fully)	Version	Year of automation
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software	or partially)		
SOUL	Fully	2.0	2004

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	44604	6253646	2786	1008977	47390	7262623
Reference Books	1528	1515311	339	807746	1867	2323057
e-Books	3100000	5000	0	0	3100000	5000
Journals	66	67440	96	178501	162	245941
e-Journals	6000	0	0	0	6000	0
CD & Video	120	0	7	0	127	0
Library Automation	1	0	1	500000	2	500000
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 !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	100	2	2	0	0	2	12	4	0
Added	50	1	0	0	0	0	0	0	0
Total	150	3	2	0	0	2	12	4	0

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

4 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical

	facilities		facilites
90000	77780	200000	115309

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)

The Institution has developed procedures and policies for maintaining and utilizing physical, academic and support facilities. The laboratories in the institution have their heads who decide and develop policies and procedures to maintain them. The requirements of instruments and materials are pointed out and informed to the Principal. The heads of all the laboratories work out timings of experiments and inform them to the students. The laboratory assistants individually supervise each students while they are doing the experiments. The security and the health of the students are taken care of. The damaged materials are removed and the laboratories are cleaned by the Peons. The library of the institution is a unit to be boast of. As the head, the Librarian, who is of the Professor rank, decides policies and procedures to maintain and to utilize the library. At the beginning of academic year, he asks the recommendations of books from all the departments. This procedure is closely followed and books are made available for both students and teachers. The students and teachers can borrow book all the days of the week during its time. The worn out and mutilated books are removed and sent for binding. The cleanliness of the books and the library is maintained by vacuum cleaner and by manually. Pest control is used to stop the decay of library collection. The institution has its own sports complex. It consists of playgrounds and indoor sports hall. The sports complex is available for students, teachers and even for outside people. The students who are free from their classes can avail the sports facilities. The batches of the students are made for purpose of training and practice. The games like Kabbadi, Kho-Kho, Volleyball and Cricket are always played. In the indoor hall the games like Tennis, wrestling, shuttle badminton, and volleyball are being played. The regional tournaments are arranged for students. The sports teacher decides the time and game to be played on a particular day. The campus is maintained with the help of hired sweepers and sometimes with the help of college students. Allocation of budget is made for sports. The institution has ample classrooms for the purpose of teaching and other curricular activities. Out of the numbers of classrooms, seven classrooms have smart boards and internet facility. It is seen that every teacher must use smart board classroom at least three times within a week. The maintenance of the smart board classrooms and other classrooms is done through machinery. The institution has 4 computer laboratories on the campus. Two labs are BCA labs, one is language lab, and one is library lab. Students interest in doing course in computer can seek admission in one of these labs. Each lab has one head to decide and to maintain it. Care has been taken to upgrade all these laboratories with computers of high configuration.

<https://mssatcjalna.com/assets/files/4.4.2-procedure-for-maintainance.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	GOI	1085	2032505
Financial Support from Other Sources			

a) National	GOI	1085	2032505
b) International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
YOGA	11/01/2019	50	HEALTH COMMITTEE
LANGUAGE LAB	01/08/2018	30	DEPARTMENT OF ENGLISH
SOFT SKILL DEVELOPMENT	01/09/2018	30	DEPARTMENT OF MARATHI
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	COMPITATIVE EXAMINATIONS	40	40	0	0
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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
5	5	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	489	B.A., B.COM., B.SC., BCA, BVOC.	HUMANITIES AND SCIENCE	UNIVERSITIES	PG PROGRAMMES

[View File](#)

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
NET	1
SET	8

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

Activity	Level	Number of Participants
WRESTLING	Inter Collegiate	3
ATHLETICS	Inter Collegiate	25
POWER LT WEIGHT LF	Inter Collegiate	2
FOOTBALL	Inter Collegiate	5
KABBADI	Inter Collegiate	12

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	University Wrestling Award	National	1	0	201701520077	Ms.Kanchan Thorve

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

The student council in the institution is not only mandatory body but also vital one. The role of student council is to look after the welfare of the students and to promote extra curricular activities. The student council with its members plays the role of linking between their fellow students and the Principal. Being a member of CDC, the student council raises issues related to students. It influence the CDC decisions in favour students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

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)

The institution has developed and adopted practices of decentralization and participative management in order to make its working fair. For example, to appoint security guards on the campus, the decentralization and participative management practice is followed. The discipline committee observes and feels the need of security guards on the campus. It recommends to the IQAC office for the appointment of security guards. The IQAC takes decision in its meeting and sends the proposal to the Secretary of the institution for the approval. The secretary gives approval to the appointment of the security guards. In case of purchase of books, same procedure is followed. The librarian asks recommendations of books from the departments. The departments give the recommendations of the books to the library. The librarian puts the recommendations for approval of the Principal. The Principal puts the issue into the IQAC meeting. The IQAC sends the proposal to the final approval of the Secretary since it is related to the finance. Care is taken to do the things in less time.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The admission process of the Institution is transparent and fair. At the beginning of the academic year an advertisement is published in newspapers highlighting merit and salient features of the Institution. The faculty-wise Admission Committees are formed in order to carry out the admission process. Admissions are given on the basis First Come First Serve. In this process, the reservation policy is keenly followed and implemented. Admission are open to all students irrespective of caste, religion, gender and economic backwardness.
Industry Interaction / Collaboration	The Department of Psychology department of the Institution has collaborated with with Psychiatric Hospitals, Aurangabad. Third year students of the Department work in these hospitals as apprentices. The Department of Commerce also has collaboration with Samarath Sahakari Bank and under this collaboration the third year students of the department visit the bank and learn how the work of it is being done.

<p>Human Resource Management</p>	<p>The Governing Body of the Institution looks into the matter of managing the human resource available. Different works such as academic, administrative, and co-curricular are done through various committees formed from faculty and the staff. The Principal of the Institution supervises as the chief of these committees. The official works are distributed and assigned to different support staff in order to get it done fairly and in time.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>In case of Library, the students are given free access to the books. Now they can borrow books on all the days during the working of library. The institution has introduced LCD-Projectors in classrooms in order to make the class teaching effective.</p>
<p>Research and Development</p>	<p>The Governing Body of the Institution promotes research and, as a part of it, encourages the individual faculty members for it. The Research Centre in six subjects (Economics, Psychology, Geography, Sociology, Public Administration and Political Science) has been established to cater the research need. There are eleven faculty members who are recognized research guides. The faculty is permitted to attend the seminars, workshops, conferences and symposiums, and is supported financially. Even the faculty is granted study leave for Ph.D. under Faculty Improvement Programme by UGC. In addition to this, faculty members published four research papers in national and international journals. Reference books and textbooks by faculty members were also published in this year.</p>
<p>Examination and Evaluation</p>	<p>Examination is one of the major concerns of the institution. The unit tests are conducted after the completion of a unit of all subjects. The same process has been adopted after the completion of consequent units. The subject teacher conducts the test in his classroom and evaluation of the answer books has been done. The students are notified of all the tests by displaying the academic calendar on the notice boards. Thus the academic calendar prepared by the institution helps both teachers and students to conduct and face the internal examinations.</p>

Teaching and Learning	<p>The IQAC of the college works out the norms and rules in order to enhance the teaching learning process. In a general meeting of faculty members, dates of actual teaching and semester-wise teaching plan are finalized. Each member of the faculty is told to work out and mention the topic and units in which the ICT use is necessary. The IQAC monitors the teaching and ICT use in the institution. In the mid-semester, the IQAC takes the review of the status of teaching and assignments of tutorials, and tests to be conducted. Teaching Learning Process Review Committee Functions: 1) To verify the the ICT use as mentioned in teaching plan. 2) To check the monthly status of teaching as per plan. 3) To visit the classes in order to seek feedback about ICT use and teaching in general. 4) To look whether teaching methods are being used in the class. 5) To suggest the teacher of his improvement, if any and if suggested by the students, in teaching.</p>
Curriculum Development	<p>The institution is very much serious about curriculum and its development since it affects the generation of students. The institution has its faculty on the Board of Studies of parent university. The IQAC along with subject experts discuss and charts out the syllabus. The charted out syllabus through the Board Members is sent to the Board of Studies for inclusion.</p>

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

E-governance area	Details
Planning and Development	<p>E-governance has been used in planning and development of the institution. All the plans are transformed into database which are available for all the concerned on the institutions website. The notices of meetings of CDC, IQAC and other committees are sent through electronic medias like Email, website, SMS, WhatsApp. The minutes and resolutions of the meetings are saved in the computers and they are available for the appraisal. This e-governance helps in the development of the institution by saving time and energy. The accuracy and accountability of the institution are maintained through e-governance.</p>

Administration	In the administration of the institution the use of e-governance is done to the utmost level. All the correspondence both with Joint-Director, Higher Education and the parent university is done via email and website. As a part of e-governance, the office of the institution uses CMS software. Each section of the office has computer and it is used for all purposes.
Finance and Accounts	Finance and accounts of the institution use e-governance by practising CMS and Tally ERP softwares. The balance sheets are prepared only through these softwares. General audit of the college is done through e-governance.
Student Admission and Support	In the admission process the institution uses www.digitalbamu.ac.in website of parent university. From registrations to admissions this website is used. The admitted students can verify their information from the website. The students are communicated of the facilities available in the institution through email and whatsapp
Examination	In the examinations the e-governance play vital role. Students hall tickets are made available on the university website which is accessible for the institution. All question papers are received only through the web portal www .bamuapps.in . This greatly helps to avoid the mal-practices in examinations. After the answer book evaluation, the marks obtained by the students are sent only through the online web portal of the university

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	DR. NIKALJE S G	YOGA AND STRESS MANAGEMENT	-	800
2018	DR. DHERE M P	TRADE, COMMERCE ENTREPRENEURSHIP,	-	11535
2018	DR. KALE R K	INDIAN FOREIGN POLICY	-	960
2018	DR SOLUNKE S U	SOCIOLOGY	-	6250

		CONFERENCE		
2018	DR PATIL S A	RURAL DEVELOPMENT, CHALLENGES IN HUMAN GEOGRAPHY	-	22572
2018	DR RAUNEKAR R B	INDIAN FARMERS ISSUES	-	2540
2018	DR DEORE S K	IMPACT OF GOVERNMENT POLICIES	-	500
2018	DR GAJHANS D S	CHALLENGES IN HUMAN GEOGRAPHY	2	2950
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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)
2018	Revised Methodology of NAAC		06/12/2018	08/12/2018	68	0
2019	Work Culture and Institution Development		07/02/2019	07/02/2019	31	0
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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
MOOCs	1	08/06/2018	14/06/2018	6
STUDENT CENTRE RELATIONSHIP IN EDUCATION	1	28/12/2018	28/12/2018	1
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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	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students

YES

YES

YES

6.4 – Financial Management and Resource Mobilization

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

It is the regular practice of the institution to have its finance matters audited every year. For this purpose the institution appoints an internal auditor who does the audit. After the internal audit, the internal auditor does the audit. Both types of audit are seriously and timely done. This helps the institution to be fair in financial matter. After the audit is done a copy of audit statement is made available on the college website.

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
-	0	-
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6.4.3 – Total corpus fund generated

0

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		No	

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

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

The Institution also pays its attention to development of supporting staff. It organizes training camps in Tally and Office Management Software. Training in Communication skills and record keeping is also given to them.

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

- Regular Meeting of IQAC - Feedback from stakeholder - Use of ICT

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
2018	Regular Meeting of	05/07/2018	01/07/2019	31/12/2019	12

	IQAC				
2018	Feedback from stakeholder	01/07/2018	01/07/2019	31/12/2019	500
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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
WORLD WOMENS DAY	08/03/2019	08/03/2019	28	1

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
70

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Ramp/Rails	Yes	5
Scribes for examination	Yes	4

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
No Data Entered/Not Applicable !!!							
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
INTERNATIONAL YOGA DAY	21/06/2018	21/06/2018	52
WORLD HUMAN RIGHT DAY	11/12/2018	11/12/2018	110
VYASANMUKTI ABHIYAN	20/12/2018	20/12/2018	125

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

1. Pollution free campus 2. Trees Plantation 3. Plastic free campus 4. No Horn zone 5. Paper free office

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The Institution has its own two unique best practices. One is the use of Information Communication Technology in everyday teaching. The faculty of the institution uses ICT at least 3 times out of 5 teaching classes. The teaching timetable is prepared in such a way as to take care that every teacher has the chance to use ICT in the class. The second best practice of the institution is the Earn and Learn Scheme. The student from humble background are selected for the scheme and they are given Rs. 600 per month for nominal work. They work in the Library, on the campus and in the office. The work is done after their classes are finished. This scheme is unique because ours institution is only one in the region which runs it for the students.

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

<http://mssatcjalna.com/assets/files/7.2.1-two-best-practice.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

The Institution boasts to have academic excellence as its distinctive feature. It provides the student with courses that other institution either doesnt have or they cant give justice to those courses. These course include English, Geography, Psychology and Commerce. In addition to having best equipped Language Lab, the Department of English provides the students with English Compulsory, English Optional, English as Second Language, English as the Main Language and Spoken English. The Department has two experienced professors who impart knowledge of English to students. The Department of Geography has a number of courses to offer to students. The laboratory of the department is equipped with many instruments and maps by which the students are enlightened. The department has one professor and eight assistant professors who are engaged in providing the students certain skills. Similarly the case with Department of Psychology. The department of Commerce too has one professor and four assistant professors to take care of the regular syllabus and Tally course. This distinctiveness of the institution attract the students for admission.

Provide the weblink of the institution

<http://mssatcjalna.com/assets/files/7.3-INSTITUTIONAL-DISTINCTIVENESS.pdf>

8.Future Plans of Actions for Next Academic Year

- To increase more value added courses. -To start Research Centre in English. - To built a new administrative building. - To upgrade science laboratories. - To purchase MIS software for office of the institution.