



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	MKSSS'S K.B.JOSHI INSTITUTE OF INFORMATION TECHNOLOGY
Name of the head of the Institution	Dr.Swati Nitin Sayankar
Designation	Principal(in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02025470171
Mobile no.	9822091969
Registered Email	kbjiitbca@maharashrikarvebcapune.org
Alternate Email	017.kbjoshibca@gmail.com
Address	Cummins College Campus, Karvenagar
City/Town	Pune
State/UT	Maharashtra
Pincode	411052

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Women			
Location		Urban			
Financial Status		private			
Name of the IQAC co-ordinator/Director		Prof.Rupali Saraf			
Phone no/Alternate Phone no.		02025477599			
Mobile no.		9823473365			
Registered Email		kbjiitbca@maharashrikarvebcapune.org			
Alternate Email		rupali_saraf@yahoo.co.in			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://maharshikarvebcapune.org/aqar2017-18-pdf">https://maharshikarvebcapune.org/aqar2017-18-pdf</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://maharshikarvebcapune.org/academic-calendar/">https://maharshikarvebcapune.org/academic-calendar/</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.08	2016	25-May-2016	24-May-2021
<b>6. Date of Establishment of IQAC</b>			20-Dec-2014		
<b>7. Internal Quality Assurance System</b>					
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	

Workshop on Attitude at workplace(Group discussion, Mock Interviews)	25-Jun-2018 3	71
Workshop on Aptitude training	07-Jul-2018 4	71
Lecture on C Programming	16-Jan-2019 1	163
Orientation program for First Year students and their parents	27-Jul-2018 1	89
Introductory session to focus on Semester VI project is organised	07-Sep-2018 1	71
Blood donation Camp	25-Sep-2018 1	80
One day State seminar	23-Feb-2019 1	150
Revised NAAC- AQAR submission session	08-Apr-2019 1	10
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**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
nil	nil	nil	2019 0	0
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

Implementation of ICT enabled teaching learning using smart boards.

Approved Proposal for use of learning management system "Educloud" from academic year 201920.

Organisation of Aptitude and soft skill sessions to improve the placement ratio

Lectures about awareness on social issues, financial literacy and health.

Proposal for New courses MCA and BSc(IT). Feedback from recruiters on curriculum and on students' performance during placement.

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

Plan of Action	Achivements/Outcomes
To encourage qualitative research by faculty and to promote them for presentation in conferences and workshops publications in journals	Faculties presented and published research papers in UGC listed Journals
Aptitude and soft sill training to students	All students of TY are benefited by Training conducted by Skill Gurukul and TCS (TCS signed MOU) 9 students got placement
ICT enabled teaching & learning	Use of Smart Boards and Wi Fi facility in Campus
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Local Management Committee	11-Sep-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	31-Jan-2019
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The operational hierarchy is followed with three modules. Management , Head of the Institution and College (Staff,students and parents). The goal of the Institute is to provide quality education in the field of Information Technology by appointing competent faculty, providing state of the art infrastructure for the smooth conduct of teaching learning process and providing modern teaching aids including library, with online sources and smart class rooms. Role of the faculty and administrative staff is well defined and communicated to them through job appointment agreement. Other responsibilities are communicated through circulars, notices, meetings. Our parent body members (LMC), plays important role in the decision making and in implementing quality initiatives at Institute. All the higher level decisions are communicated through Principal . Academic meetings, Staff meetings, department wise coordinator - student meetings are conducted with Principal. Organisation of any event like guest lecture, seminar, and workshop is well managed under the guidance of Principal. The information about the same is communicated through official website, whats app groups, notice boards and in person. Records of circulars, exam time tables and regular time tables are maintained properly. The objectives are communicated and deployed at all levels, to ensure individual employee's contribution for the institutional development through various ways, such as, the institute's vision and mission are displayed at prominent places, and notice boards are mounted to convey the messages and display circulars. Faculty prepare time table, deliver lectures, maintains attendance and internal assessment of students. To enhance the teaching learning process feedback system is in place. Faculty Feedback is filled by students to get information about the performance of faculty. Feedback about</p>

strengths and weaknesses is communicated to the staff by Principal, where corrective actions need to be taken. Admin department maintains the profile of Faculties and students. Admin is responsible for maintaining records for course fees paid by students, scholarship received, issue of certificates like LC, Bonafide etc. As per the directions of University, admin conduct examination and maintain results. Welfare measures provided to the teaching staff are mediclaim, medical leave, higher study leave, maternity leave, provident fund. Special leave facility is provided for the presentation of papers and for research work. Duty leaves are given for attending workshops, seminars etc. Welfare measures for nonteaching staff are provident fund, Mediclaim, gratuity benefits, and provision for medical benefits, special leave, and maternity leave, welfare fund, and loan from patha Samstha, home loan and festival advance.

## 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

• As college is affiliated to SNTD Women's University, it follows the curriculum prescribed by University. Under the guidance of principal, staff conveys Board Of Studies for the up-gradation of Syllabus. • Planning: • At the beginning of semester Principal conducts academic meeting for subject allocation, class allocation and Academic calendar planning. Workload of the faculty is taken care. Teacher introduction, scheme of examination and other code of conduct is communicated in Orientation Program in which students and Parents both are invited. The rules and regulations of college are available on college Website. Minimum 75% attendance is compulsory for all students. • As per subject allocation a semester time table is designed and get approved by Principal. Ample Computer LAB sessions are given for Practical oriented subjects. Program assignments are given for hands on practice. • All the teaching staffs prepare lecture plan for their respective subject, and academic plan of the college for the entire academic year and follow them throughout the year. The tentative lecture plan is prepared by faculty and submitted to the Principal and also shared with students. With respect to that, each teaching staff maintain their date wise/month wise lecture plan along with the topics covered, the teaching staff also maintain the attendance of the students throughout the academic year. • Teachers deliver the lectures using PPTs and Video to help students understand the topic in an easy way. The lectures are interactive. • Along with Curriculum, teachers conduct assignments in the form of MCQ test, Presentations and surprise test. • Extracurricular activities like sports and cultural are also equally important for overall enrichment of the

student. College participates in University and Samstha level sports events. College participates in University Intercollegiate "Yuva Mahotsav", which is platform to showcase the hidden talent of students. • Evaluation(25+75 pattern): • Evaluation is done in two ways, Internal and External. Internal(10/25) and external(30/75) have separate passing. For internal evaluation college conducts minimum two Unit test for Theory and practical subject. The outcome of this helps the teachers to understand the improvement of students in respective subjects. Accordingly teachers provide extra guidance to weak students. Attendance and assignments are also considered for internal evaluation. These internal marks are filled through University portal before commencement of external examination. For external evaluation students have to appear for University examination. • The result is declared by University on official portal. After which students who wish to apply for photocopy, rechecking and reevaluation can apply within the specified time period. This shows transparency in Result system.

#### 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
Accounts Bridge	Nil	01/08/2018	25	NIL	Accounts basic Knowledge to Science students
Android App Development	Nil	29/10/2018	3	YES	Android application development
YouTuber	NIL	02/11/2018	2	YES	Advertisement creation, Digital Marketing

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCA	Computer Application(Elective)	09/07/2018

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

	Certificate	Diploma Course
Number of Students	90	0

### 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
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1. Workshop on aptitude training by Skill Gurukul	25/06/2018	71
2. Softskills and Business Skill training by TCS	21/07/2018	50
3. Session on "C programming" by Sugandha Dani (Quick Heal foundation)	16/01/2019	163
4. Cognitive Ability Enhancement Program	23/07/2018	25
5. Soft Skill Enhancement for FYBCA	05/01/2019	38
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCA	Computer Applications	12
<a href="#">View File</a>		

### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

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

Feedback Obtained
<p>College collect the feedback from students through Google form. This feedback is collected semester-wise which includes objective questions on overall teaching methods of the staff members. The result is generated for each individual staff and the feedback of all the students is represented graphically. Head of the Institution goes through all the feedback and accordingly informs the respective staff. The staff members improve their teaching methods based on their feedback. Every year college arrange pool campus drive for various MNCs. During the placement drive we collect the feedback manually from the recruiters/employer in the form of "feedback form". Result of the overall analysis of feedback is pointing towards upgrading the recent syllabus and introducing the new recent trends and technologies which are in the market now-a-days. The second important feedback was on Soft skill improvement of students. To overcome this, college arranged soft skill and communication skills training sessions for students. One such training was conducted by MKSSS Centre for skills Development. Also college made communication skills subject mandatory for first Year Students. Based on these feedbacks, we have taken a survey on "Technical competency of syllabus for better employability" from all the BCA colleges which are under the MKSSS. College has draft a proposal for up-gradation of Syllabus, which will be forwarded to University through Senate member. Alumni are the important assets of any college. Feedback and suggestions from Alumni are collected during</p>



Alumni association meeting. Feedback and suggestions given by Teachers during the staff meeting are recorded. Head of the Institution and Coordinator are responsible for collecting and analysing all the feed backs from various stake holders . Recommendation regarding change/up-gradation of syllabus are forwarded to University and recommendation regarding facilities are forwarded to Management.

## 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
BCA	Computer Application	120	120	89
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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	252	0	7	0	0

### 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
7	7	4	5	5	6
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

- For every year, Teacher mentor is assigned which handles student development related issues. Mentor help students for their problems related to academic , placements, sports, cultural or co-curricular issues. • Baya Karve Stree Abhyas Kendra available in MKSSS Campus for students counselling. With prior appointment, a counsellor is available to handle student's issues. • College Conduct 3 class tests. If result or attendance is below average then it is communicated to their parents through what's app Group or in Parents Meeting • If students have any difficulty or issue then they are free to talk with Principal and Teachers • During regular sessions along with subject knowledge faculties also mentor students on career opportunities, social issues(gender equality, women empowerment etc) participation in co-curricular activities, higher education opportunities in India and abroad. • Career guidance sessions on Higher Education opportunities in India and abroad is arranged to aware students about abroad education avenues. • Institute support and Promote Cultural and Sports activity. For cultural events, Director, Choreographer and Musician are arranged for student's guidance by college. For sports activities, coach for Badminton, Chess, Kabaddi, Yoga are arranged. • Placement opportunities ( on and off campus) are communicated to eligible students through Mail, Notice and What's app group time to time. • Soft skill development Programs, Guest Lectures, Seminars and Workshops are organised by College on Current IT Trends and Social Issues • In association with Quick Heal Foundation, Cyber Security Awareness Campaign Program was conducted by college through which 12 Volunteers reached

to 8470 students of 18 schools and colleges. • For Better Placement and Personality Developments soft skill Sessions and aptitude training is given to all three year students

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
252	7	1 : 36

## 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
7	7	0	0	1

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	Prof Rupali Saraf	Assistant Professor	Quick Heal Foundation
2018	Prof Nilima Patil	Assistant Professor	Quick Heal Foundation
2018	Prof Nilima Patil	Assistant Professor	Cognitive Exchange, USA

[View File](#)

## 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
BCA	059	FY SEM I	02/11/2018	19/03/2019
BCA	059	FY SEM II	27/04/2019	11/06/2019
BCA	059	SY SEM III	02/10/2018	26/11/2019
BCA	059	SY SEM IV	28/03/2019	07/05/2019
BCA	059	TY SEM V	02/10/2018	26/11/2019
BCA	059	TY SEM VI	28/03/2019	07/05/2019

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

Internal Evaluation of student is important as it is a separate passing head. University follows 75 25 pattern of evaluation. Internal evaluation of 25 marks is done at college level, which includes topic wise unit test, assignments, presentations, MCQ test and surprise test. College conducts 3 Internal Unit Tests. Assessed papers are shown to students, so that they can understand their mistakes and improve performance in next exam. Theory and Practical Assignments are given to the Students. Practical assignments focused on overall understanding of programming language. Technical knowledge is imparted

considering industry requirement. Internal Practical Exam is conducted in college for Technical Subject. To Improve Presentation skills, Power Point Presentation Competitions for different subjects are arranged in college.

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

Every Year College receives Academic Calendar from S.N.D.T. University which mention the period available for teaching as well as tentative examination dates vacations. With reference to University Calendar Principal and Staff prepares the College Academic Planner as follows: 1. Academic Calendar: • Principal and College committee heads together frame the academic calendar at the beginning of the year according to the SNTD Women's universitys academic Calendar. Calendar includes major college events along with test and Final University Examination. • Time table for Lectures and Practical is prepared before the commencement of the term. • Once the time table is approved by Principal, it is displayed on Notice Board and one copy is given to Faculties. 2. Teaching plan: -As per subject allocation, teachers prepare their teaching plan at the beginning of semester for timely completion of syllabus. -They submit it to the Principal for approval. Teachers have to do monthly lecture plan too. - Lecture plans completed are duly checked by Principal at the end of every month. 3. Evaluation Schedule: • As per academic calendar, the schedule for Internal Unit Tests, Practical exams, Project, Prelims are scheduled which is displayed on notice board. • Details of Internal Marks are sent to the University. • Results of College level examinations are prepared and entered on University portal.

## 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://maharshikarvebcapune.org>

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
059	BCA	Computer Application	71	48	66.60

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## 2.7 – Student Satisfaction Survey

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

[\\_https://maharshikarvebcapune.org/aqar2018-2019/\\_](https://maharshikarvebcapune.org/aqar2018-2019/)

## 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
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**No Data Entered/Not Applicable !!!**

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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property Rights	KBJIIT	10/12/2018
Intellectual Property Rights	KBJIIT	07/01/2019
Intellectual Property Rights	KBJIIT	04/02/2019
Seminar Cyber Security	KBJIIT	23/02/2019
Soft Skill Training	MKSSS CSD	05/01/2019

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
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NA	0

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	BCA	4	5.87
National	BCA	6	5.76
<a href="#">View File</a>			

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
BCA	9
<a href="#">View File</a>	

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
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

### 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
<b>No Data Entered/Not Applicable !!!</b>						
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	7	6	3	0
Presented papers	7	6	0	0
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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
Placement	Infosys, Wipro, Cognizant, L T Infotech, Atos Syntel, Deloitte	6	2183
Cyber Safety Awareness Campaign	Quick Heal Foundation	2	12
Blood Donation	KBJIIT, MBA, Jankalyan Raktpedhi, pune	2	81
Tech Innovation Challenge	Barclays	1	10
Health Awareness	NSS KBJIIT	2	50
Industry Visit	Barclays	4	60
Health Awareness at Seva Vasti	KBJIIT	2	50
Bhaubij Nidhi Donation	MKSSS, KBJIIT	8	252
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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
Cyber Safety Awareness Campaign	Recognition	Quick Heal Foundation	12
Cognitive ability enhancement Program	Recognition	Cognitive Exchange, USA	25
Pool Campus Placement	Recognition	Deloitte	26
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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
Tree Plantation	KBJIIT	Tree plantation	2	50
Health	KBJIIT	Cancer Awareness	2	252
Social Awareness	KBJIIT ICICI	Financial Awareness	2	267
Swachh Bharat	NSS, KBJIIT	Cleanliness Drive at Kamna Vasahat	2	50
Social Engagement	NSS, KBJIIT	Blood Donation	2	81
Social Engagement	NSS, KBJIIT	Haldi Kumkum Health survey at Kamna Vasahat	2	50
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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
Research Paper Analysis	6	KBJIIT	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Soft Skill Training	Softskill business skill Employ ability	TCS	01/07/2018	30/03/2019	50

	enhancement program				
Soft Skill Speech Program	Cognitive ability Enhancement Program	Cognitive Exchange	23/07/2018	15/04/2019	25
Campaign	Cyber Security Awareness Campaign	Quick Heal Foundation	01/08/2018	30/11/2018	12
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
TCS	30/07/2018	Employability Enhancement Program	50
Quick Heal Foundation	02/07/2018	Cyber Security Awareness Campaign	12
Cognitive Exchange	17/11/2018	Cognitive ability Enhancement	25
IQAC Cluster India	02/07/2018	To strengthen college to achieve NAAC Objectives	10
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
24535000	7873146

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar Halls	Newly Added
Laboratories	Newly Added
Class rooms	Newly Added
Campus Area	Newly Added
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation

KOHA	Partially	3.18	2014
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#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	489	127872	16	6117	505
Reference Books	867	101007	8	2974	875	103981
Journals	20	29317	0	0	20	29317
e-Journals	56	0	0	0	56	0

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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
<b>No Data Entered/Not Applicable !!!</b>			
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	75	1	1	1	1	2	1	15	0
Added	60	2	0	2	2	0	0	0	0
<b>Total</b>	<b>135</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>15</b>	<b>0</b>

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

15 MBPS/ GBPS
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##### 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
nil	<a href="#">nil</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2018300	330834	24475000	7852636

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 college follows infrastructural maintenance policies set by Maharshi Karve Stree Shikshan Samstha and College. Physical Infrastructure Maintenance: MKSSS has a special unit called 'Vastu Vyavastha Vibhag' which takes care of cleaning and housekeeping in Campus. Support staff ensures proper functioning of equipment like Lift, Generator, Electrical and Plumbing work. All necessary measures are taken to maintain eco-friendly campus. Academic: A dead stock register is maintained by College. Entry for new purchase and lost items are maintained by admin staff. The process of dead stock verification is carried out by Head of Institution in the presence of Admin staff. Laboratory: Computer laboratory rules are displayed at the entrance. Each student has to follow rules set by College. Lab Instructor ensures proper functioning of all equipment/facilities like computer, internet, network, projectors etc. Computer lab time table is prepared for optimal utilisation of resources. Internet facility is provided to students. A movement register is maintained by Lab instructor to keep records of equipment given for repair work. Library: College has a functional Library committee with Principal and Librarian as important members. Library is a place in which educational materials such as books, periodicals, Projects, Question Banks are kept for learning, reading and references. A copy of question papers and question bank is maintained on Library website for 24/7 access to students. Librarian keep records of Magazine, newspaper and periodicals subscription. Sports Facility: MKSSS ground is available for students for practising outdoor sports like kabaddi, kho-kho, Cricket. With prior permission, Yoga and Aerobic training is provided to Students by Tejaswini Health club. Badminton court booking is done on request by Students. All sport equipment are kept in sport room. Students can use it with permission granted by Faculty head of Sports Committee. Classroom: Maintenance and repair of classroom furniture is taken care by office staff. Classrooms are equipped with ultra short put throw projectors. Cleaning and sanitation is done by in-house support staff. Other facilities: Maintenance and repair of CCTV, fire extinguishers, Sanitary pad Vending Machine, and water coolers, etc. are carried out periodically. Request for new purchase or any repair work is accomplished with the permission of Principal. All proposals are kept in Local management Committee meeting for approval.

[www.maharshikarvebcapune.org](http://www.maharshikarvebcapune.org)

## 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	MKSSSs Needy Student Specific Donation	9	156275
Financial Support from Other Sources			
a) National	Government of India Post Matric of Scholarship	14	273130
b) International	Nil	0	0

[View File](#)

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

Attitude at Work place	25/06/2018	71	Skill Gurukul
Aptitude training	02/07/2018	71	Skill Gurukul
Accounts Bridge	16/07/2018	42	KBJIIT
Soft skill and Aptitude Training Program	21/07/2018	50	TCS
Soft skill Development Program	05/01/2019	40	MKSSS Centre for Skill Development
Cognitive ability enhancement Program	23/07/2018	25	Cognitive Exchange

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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	Attitude at Workplace	0	60	0	10
2018	Aptitude Training	0	60	0	10

No file uploaded.

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

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

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
6	2163	372	5	25	3

[View File](#)

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	1	BCA	KBJIIT	Dept. of Communication and Journalism	Mass Communication

				SPPU	
2018	4	BCA	KBJIIT	Imed, Bharati Vidyapeeth ,Sinhagad Business School	MBA
2018	9	BCA	KBJIIT	Tilak Maharashtra Vidyapeeth,P une,IMCC, PES Modern College,VIT , Pune,Imed, Bharati Vidyapeeth	MCA
<a href="#">View File</a>					

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
CAT	4
Any Other	9
No file uploaded.	

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

Activity	Level	Number of Participants
Annual Awards Function	Institutional	200
Aawishkar 2019	Institutional	230
Damini 2019	Inter Collegiate	42
Days Celebration	Institutional	180
Pre Youth Festival Competitions	Institutional	30
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Gold Medal	National	0	1	2017B15	Ms.Riya Jadhav
2018	Gold Medal	National	0	1	2017A43	Ms.Sanyukta Shelar
2018	Gold Medal	National	0	1	2017A55	Ms. Aarti Uikey
2018	RD Parade Participation	National	0	0	2017B40	Ms.Shraddha Wanjari

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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)

As per the guidelines given by SNDT University, the Student Council is formed in the College every year for the participation of students in academic committees to develop leadership qualities and teamwork. This council provides an opportunity to the student community to express their opinion about the College and recommends the suggestions as per their expectations. This council ensures participation of maximum students in all curricular and extracurricular activities organized by the College and University. The academic topper students of each class are a member of this council. A committee consists of Principal, 3 teachers, General Secretary, Sports Secretary, Ladies Representative, and Cultural Secretary, NSS representative, SC/ST representative. Student's council members elect most competent students as General Secretary. This year Ms Ritu Pomaje of TYBCA was elected as General Secretary. College has College Development Committee(CDC) which has student representative. College nominates the name of its GS in the student council of University. The role of student representatives in student council is to help the College and play important role in the organization of various events and activities such as Orientation program, Youth Festival, Damini, Awards function, Gathering and placements. First meeting of the student Council was Conducted on 11 July 18 for Election of GS. • Next meeting of student council was conducted on 25 July 18 for discussion of welcome party. In this Meeting 4th August 18 was decided organization of Welcome party and Agenda for welcome party was finalized. Planning for participation in Regional Youth Festival • Meeting of student council was conducted on 16 October 18. In this meeting the dates for Placement and plan for sports and cultural events were shared with council members • Meeting of student council members was conducted on 8 Jan 19. In this meeting planning of Damini -Inter Samstha's Sports Events was discussed. Dates of Chess Competitions were finalize as 19 and 20th January 19. Mr. Makarand Velankar From Velankar Chess Academy was finalized as referee for the chess event. Also the names of participants representing College at Tejaswini Competition of SNDT University were also discussed. Discussion on Award function, Gathering and Seminar was also done.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

150

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

10750

5.4.4 – Meetings/activities organized by Alumni Association :

Meeting of college Alumni association was held on 29th September 2018. Meeting was chaired by Principal and only the Batch Heads were invited to discuss the date of Alumni Meet of all passed out students. One of the member Ms Smita Gargote(President -Student Alumni) came up with innovative idea of making and selling chocolate. It was also decided money raised by this activity should be contributed for education of needy students through Bhaubij Nidhi .Chocolate Making Activity was carried during Diwali and Amount of Rs 10,790 was Collected in it . 2) Alumni Meet was organised on 20th October 2018. Around 75 students

from different batches participated in it. The agenda of the meet was conducted executed by Alumni themselves for their peer members. Many working Alumni shared their experiences and opportunities in their work domain. It was decided to provide resources of their reference to guide the junior batches. Also they themselves can come and guide the students.

## **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)

**Vision:** Empowerment of women through IT Education **Mission:** To Develop competent young women IT professionals with capability to contribute effectively with challenging IT environment. Head of the Institute(Principal) has divided overall system into two parts i.e. Academic and Administrative

**1. Academic Functioning:**

- For the smooth functioning of academic, Principal divide the work in different working committees which are Placement, Cultural, Sports-NSS, AAI(Additional Academic Input) , Anti-Ragging, CASH(Cell for Anti Sexual Harassment), Library, Grievances redressal committee. Each committee is headed by a teaching staff member with one student representative. Along with representative, Volunteers also equally participate in overall working of committee.
- For effective implementation of curriculum class wise time table is prepared. Each staff covers the whole syllabus along with revision, internal assessments, assignments and presentations by referring University Academic Planner.
- Under the guidance of Principal, Staff arranged different activities in college such as state level seminar, Guest lecture and Faculty development programs. Eminent resource persons are invited to guide students and faculties.
- For successful execution of various programs, Principal organises meetings with staff to discuss and prepare road map of event. Accordingly responsibilities from event promotion to news publication are distributed among the staff members and student volunteers. Attendance of the event is maintained along with Report.
- To keep them updated all faculty members write joint research papers.
- Staff also worked as paper setter and examiner for University Examinations

**2. Administrative Functioning:**

- The administration staffs handles different responsibilities like annual budgeting, notices, track of leaves, salary generation of all staff including teaching and non-teaching staff, under the guidance of Principal.
- All university records, circulars, university exam time table, supervision chart and exam attendance is maintained by administrative staff.
- The administrative staffs are also involved from student admission process till distributions of mark sheets and certificates.
- College has a local management committee (LMC) which takes major decisions like monitors the progress of college, introduce new program and activities for smooth functioning of college. The committee members are from MKSSS management and Principal. This committee takes all higher level decisions. It also supports the quality decision taken/suggested by IQAC committee.
- College Development Committee: College Development Committee comprise of various stakeholders including Principal, teachers, student representative, Industrialist and management members. IQAC coordinator is also one of the members of CDC. Focus of this committee is to look after the overall development of college, Improvement and enhancement in the quality of education in college which supports and strengthen teaching learning process.

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

Partial

### **6.2 – Strategy Development and Deployment**

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

Strategy Type	Details
Admission of Students	<p>Students fulfilling eligibility criteria are admitted only through SNDT University Web portal. Pre admission campaign is carried out via lectures for 12th Students (Mahilashram High School and Siddhivinayak College), Hoardings, Flex, advertisement in leading newspapers and personal counselling. Personal one to one course counselling and career guidance is given by Principal and staff. Admission to course is confirmed only after paying fees in Bank and submitting mandatory documents.</p>
Industry Interaction / Collaboration	<p>Every year college organizes industry visit for SY and TY students. The Students from TY visited Barclay company to attend session on Resume writing and Interview technique. The college has signed MoU with TCS Company. Under Tata Affirmative Action Program (TAAP) Students attend sessions on aptitude techniques and interview skills. This year 6 MNC's visited campus for 2019 and 2018 passed out students. Students from around 40 colleges participated in campus hiring. College signed MoU with Cognitive Exchange(California,USA) for enhancing cognitive abilities of students. Though Quick Heal Foundation MoU, students participate in Cyber security awareness program and get internship certificate.</p>
Human Resource Management	<p>Teaching faculties are given Duty Leave to participate in national and international conferences. To upgrade and enhance the standards of academic environment College conducts Faculty Development Programme. Non-teaching staff also attends various workshops and seminars conducted by MKSSS.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Computer lab is equipped with all ICT enabled infrastructure such as Web Camera, Projector and Internet facility. The college provides infrastructure for MNC to conduct pool campus drive. The students from Pune and Mumbai region participate in the drive. College has a seminar hall with 180 seating capacity, Three computer labs with 120 machines in all and Six classrooms. There is facility of Smart boards in each classroom through which teachers conduct interactive lectures. College has a Library with plenty of</p>

academic books, journals and other titles. College has also subscribed to E journals. College library supports automation with Koha. Library website is developed by the Librarian and linked to college website. E copies of syllabus, question papers are available to each student.

Research and Development

Faculties are motivated to publish research papers in UGC approved research Journals. This year 7 faculties published and presented research papers in journals during National and International Conferences. Research head from renowned Institute are invited for judging research quality of faculties. Suggestions are incorporated to enhance quality of work. College provide duty leaves and financial support to faculties to attend seminars and workshops. Research related seminars are arranged to imbibe research culture among faculties and students.

Examination and Evaluation

FYBCA examination is conducted at college level and Examinations of SYBCA TYBCA are conducted at University Level. College looks after internal evaluation of students and enters internal marks on University portal through college login. Exam forms and hall tickets are generated through University portal. For the purpose of security, the question paper is mailed to exam superintendent on same day before the commencement of Exam. Students have to follow code of conduct set by exam department. All the semester results are displayed on University Website. Within prescribed timeframe students can apply for Photocopy, Verification and Revaluation.

Teaching and Learning

- The management of the College ensures a proper teaching learning environment. The college collects online Feedback from student and the feedback is shared with teaching staff to improve teaching techniques. Based on the feedback, guidance is provided to each teaching staff to adopt new techniques by Principal.
- The BCA curriculum includes one Accounts subject. Considering the need of non-commerce background students, college conducts 'Accounts Bridge' course.
- To facilitate learning and clear

	<p>understanding of topic, teachers deliver the lectures using ICT tools, Group discussions and topic specific activities. • Along with Curriculum, teachers conduct assignments in the form of MCQ test, Presentations and surprise test</p>
Curriculum Development	<p>• College follows the curriculum designed by SNDT Women's University Mumbai. College has a BCA coordination committee of MKSSS through which the suggestion for updating syllabus is taken and submitted to University via proper channel. • To fulfil the current technology demand of IT industry, different guest lectures and workshops are arranged by the college. Aptitude Training Sessions are conducted to increase placement ratio. This year State level seminar on "Cyber Security Challenges and Opportunities of Digital World" was organized.</p>

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

E-governance area	Details
Planning and Development	The institute has system for biometric attendance. Records of students are maintained. Student admissions are only through SNDT University portal. College issues bonafide certificate, transfer certificate and transcript (Processed by University) on students request and demand.
Administration	Administrative department adopts systematic approach to maintain all documents. If purchase order is more than Rs. 5000 then college asks for quotation from at least 3 venders. College asks for bills including GST no. If purchase is above 1lac it goes to MKSSS's central purchase committee.
Finance and Accounts	Tally Software is used to keep financial tracks and records. Biannual internal audit and annual statutory audit of finances are carried out every year. Different training and workshops are organised by management to keep finance department updated. This year workshops on TDS and communication skills are organised by MKSSS
Student Admission and Support	Students fulfilling eligibility criteria are admitted only through SNDT University Web portal. Pre admission campaign is carried out via lectures for 12th Students (Mahilashram High School and Siddhivinayak College),



	<p>Hoardings, Flex, advertisement in leading newspapers and personal counselling. College provide support to needy students through Bhaubij Nidhi.</p> <p>Also there is scholarship from SamajKalyan for SC and ST students. College provide financial help for participation in Sports, NSS, extracurricular and Cultural events.</p>
Examination	<p>FYBCA examination is conducted at college level and Examinations of SYBCA TYBCA are conducted at University Level. College looks after internal evaluation of students and enters internal marks on University portal through college login. Exam forms and hall tickets are generated through University portal. For the purpose of security, the question paper is mailed to exam superintendent on same day before the commencement of Exam. Students have to follow code of conduct set by exam department. All the semester results are displayed on University Website. Within prescribed timeframe students can apply for Photocopy, Verification and Revaluation</p>

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr. Swati Sayankar	9th Inter-National Conference on 4Cs, Communication, commerce, Connectivity Culture: Implication for Business and Society	Symboisis Institute of Management Studies	0
2018	Prof Rupali Saraf	National Conference on Recent trends in Computer Science	Indira College	0
2018	Prof Reshma Ladda	National Conference on Recent trends in Computer Science National Conference on	Indira College	0

		Recent trends in Computer Science		
2018	Prof Aparna Kale	National Conference on Recent trends in Computer Science	Indira College	0
2018	Prof Asawari Sawant	National Conference on Recent trends in Computer Science	Indira College	0
2018	Prof Kalyani Namjoshi	National Conference on Recent trends in Computer Science	Indira College	0
2018	Prof Nilima Patil	National Conference on Recent trends in Computer Science	Indira College	0
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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	Financial Awareness	Financial Awareness	02/08/2018	02/08/2018	7	2
2019	NAAC AQAR Session	NAAC AQAR Session	08/04/2019	08/04/2019	7	3
2019	Data Analytics Session	NIL	24/04/2019	24/04/2019	6	0
<a href="#">View File</a>						

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
Faculty Development Programmes	6	24/04/2019	24/04/2019	01
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	7	6	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> <li>• Medical Leaves</li> <li>• Duty leaves</li> <li>• Study Leaves</li> <li>• Medi claim</li> <li>• Provident Fund facility</li> <li>• Maternity leave</li> <li>• Casual leaves</li> </ul>	<ul style="list-style-type: none"> <li>• Credit co-operative Soc. (Pat Pedhi)</li> <li>• Medical Leaves</li> <li>• Duty leaves</li> <li>• Study Leaves</li> <li>• Medi claim</li> <li>• Provident Fund facility</li> <li>• Maternity leave</li> <li>• Casual leaves</li> <li>• Earn Leave</li> <li>• Comp off</li> </ul>	<ul style="list-style-type: none"> <li>• Concession in fees for economically weak students by samstha</li> <li>• Earn and Learn Facility given by MKSSS</li> <li>• Scholarship for SC and ST students</li> <li>• Travel Charges to visit Industry, event publicity , Event participation (Youth Festival, Sports)</li> <li>• Sport training charges</li> </ul>

**6.4 – Financial Management and Resource Mobilization**

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

Institute maintains finance and accounts systematically. The budget of the forth coming Financial Year (April-Mar) is proposed , Prepared and get approved from management and LMC in the month of January only. Management takes periodic review of financial position of the organisation. Internal audits are conducted after every 6 months by MKSSS's appointed internal auditors through CA firm. External audit is conducted once in year by external statutory auditors G.D.Apte Co. All required suggestions suggested by auditors are taken into consideration. All Queries and suggestions are resolved satisfactorily by administrative department. Internal Statutory Audit report are reviewed in LMC. LMC suggestions, if any are implemented by respective department for smooth functioning of college.

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
Donation	174475	Student Fees
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

0
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**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	Yes	G.D Apte Co.	Yes	Ketan Shah Co.

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

• Parent teacher meet was organised to update the parents regarding their ward's academics progress. • Whats App group formed • In Orientation Program Parents are invited to get information about functioning college committees. • Tour of Must visit Museum of 'Dr Maharshi Karve' is organized for parents on 27th July 2018.

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

• Health Awareness Lecture • Blood Donation Camp • Communication Skills • Meditation

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

• Promotion of Research culture, research paper publication • MOU with TCS, Quick Heal Foundation, Cognitive Exchange • EduCloud – Learning Management system implementation in process

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	State Level Seminar on Cyber Security Challenges and Opportunities of Digital World	23/02/2019	23/02/2019	23/02/2019	150
2019	AQAR NAAC Criterion Session by Prof Parag Shah	08/04/2019	08/04/2019	08/04/2019	10
2019	Seminar on Data Analytics	24/04/2019	24/04/2019	24/04/2019	6
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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
Health Survey	21/01/2019	22/01/2019	50	0

of Women in Kamana Vasahat				
Women Issue session	15/03/2019	15/03/2019	65	0

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

Percentage of power requirement of the University met by the renewable energy sources
<ul style="list-style-type: none"> <li>Thin client machines are used to implement green computing, which reduces consumption of power. It also results in less emission of CO2</li> <li>Solar panels are installed on building terrace to utilize solar energy</li> </ul>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	267
Provision for lift	Yes	267
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	252
Scribes for examination	No	0
Special skill development for differently abled students	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	06/07/2018	1	Tree Plantation	Environment	40
2019	1	1	21/01/2019	2	Cleanliness Drive at Kamana Wasahat	Health	52
2018	1	1	16/10/2018	1	Cancer Awareness Program	Health	200
2019	1	1	23/02/2019	1	Seminar on Cyber Security	Cyber crime awareness	150
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
HR Policy Manual	09/07/2018	<ul style="list-style-type: none"> <li>Appointment of staff should be done through</li> </ul>

proper recruitment process by Samstha and University • Staff should submit mandatory documents and joining Report to office • All staff should follow the timings and working hours. • More than 3 Late marks will cut ½ day CL and more than 5 Late marks will cut 1 CL. • Prior intimation of Casual Leave/s to Principal needed • For More than 1 Medical Leave, medical certificate is needed. • 2nd and 4th Saturdays of the Month are holiday. Compulsory to come in case of any event organised on these days. • Non-Teaching Staff will get Complementary off for duty done on holidays. Teaching Staff: • Teachers should prepared an Academic plan and complete the syllabus in given time. • Teachers should take assignments and conduct internal assessments to monitor the progress of students • Teachers should set the Papers, Check the papers and prepare result. • Teachers should responsibly enter marks to University portal. • They should maintain academic and administrative records. • Teachers must fulfil the duties allotted by University( Paper setting and Paper assessment) Students: • Student should take care of their valuables/money. College will not be responsible for any loss. (e.g. Mobile, Purse , Books , Laptop etc) • Mobile is strictly prohibited in college premises/Lab/ Classrooms. Mobile will

be Confiscated if found misused during lectures/ practical /in Corridors.

- Students should not use main entry gate while leaving the campus. They should use small side gates for exit.
- Wearing Identity Card is compulsory. [fine: 10 Rs.]
- Any previous medical history must be communicated to college while taking admission.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence day	15/08/2018	15/08/2018	500
Republic Day	26/01/2019	26/01/2019	500
Blood Donation Camp	25/09/2018	25/09/2018	80
Health Awareness Survey	21/01/2019	22/01/2019	50
No file uploaded.			

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

- Swacch Bharat Abhiyan- Cleanliness drive at Kamana Vasahat
- Cancer Awareness program
- Health Awareness program and Survey
- Tree Plantation
- Solar system
- Rain Water Harvesting
- Bio Gas Plant
- Cleanliness Campaign/Drive is implemented round the year in College.

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

**Best Practice 1: Title: Nurture Employability and Develop IT Professionals**  
**Goal** 1. To enhance employability skills. 2. Provide advance training 3. Open avenues for innovation  
**Context:** Institute is committed to develop young women IT professionals for the avenues opened up due to tremendous growth of IT sector in every field of Business and day life. College signed MOU with TCS. Under TCS Affirmative Action Program, 180 hours soft skill and Business skill lectures are conducted for final year students. College also conducts Aptitude training for Final Year students. MOU signed with Cognitive Exchange (California, US) is promoting independent thinking through speech and debate. College with support of MKSSS started Academy of Information Technology (AIT) to impart advance technology such as Data Science, Business Analytics etc. amongst students. College provide opportunity to students to nurture innovation and critical thinking. This year 10 students from First Year participated in Tech-Innovation challenge organised by Barclays on 27/09/2018. College is pioneer in conducting Pool Campus Drive for BCA and B Sc students from all over Maharashtra. This year college invited L T Infotech(LTI), Wipro, Infosys, Cognizant, Deloitte and ATOS/Syntel to conduct placement drive. Our 7 students got selection through on campus drive and 3 got selection through off Campus drive. Including BCA colleges in Satara, wai and Ratnagiri, 32 other colleges in all over Maharashtra affiliated to SPPU and SNDDT participated in placement drive. Amongst 2183 participants around 264 students got placement opportunity in MNCs. College is planning to start Entrepreneurship Development cell in next Academic Year

**Best Practice 2: Title: Promote Automation in Teaching Learning**

Goal: 1. Paperless work 2. Enhance Teaching Learning process. 3. Centralise data. 4. Library website Context: Automation and paperless work is need of the hour. Practical assignments are submitted and saved on Google drive. This prevents hard copy submission and reduces paperwork. College is planning to move towards automation of Teaching Learning by implementing "Educloud"- a smart college management system. A demo session for faculties has been already conducted. Data of the students will be available at one place, no need of duplication. Library website is linked with College website (<https://sites.google.com/site/kbjoshicollegelibrary>). Syllabus, Question papers are available for students 24/7. QR code system is in place for issue and return of book. Even the soft copies of project reports are maintained on library website for reference of students. Teachers are encouraged to use most of ICT tools in teaching methodology.

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

<https://maharshikarvebcapune.org>

### 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 120-years-old parent body has been committed to "Empowerment of Women through Education". The Institution works relentlessly towards educating the women and thereby making them self-reliant. The Samstha was established in 1896 by the great visionary and social worker Bharat Ratna Maharshi Dhondo Keshav Karve to provide shelter to destitute women. Maharshi Karve Stree Shikshan Samstha, Pune has branches all over Maharashtra in India and more than 25,000 girl students are learning in these institutions. Over the period of last 120 years, the Institution has grown like a banyan tree and at present, it has 62 educational and other units under its umbrella. These units are located at Pune, Satara, Wai, Ratnagiri, Nagpur, Kamshet and Vasai. All these units are meant exclusively for girls or women. Our College is affiliated to SNDT Women's University which was founded by Maharshi Dr. Dhondo Keshav Karve in 1916 for a noble cause of Women's Education. SNDT Women's University is the first Women's university in India as well as in South-East Asia. The first five women graduated in 1921 from this University. The motto of university is An Enlightened Woman is a source of infinite strength. K. B. Joshi Institute of Information Technology established in the year 2003. It is NAAC Accredited, approved by Government of Maharashtra and affiliated to SNDT Women's University, Mumbai to conduct the Bachelor of Computer Applications (BCA) course. Our vision is "Empowerment of Women through IT Education" and Mission is "To develop competent young women IT professionals with capability to contribute effectively in the challenging IT environment". It is committed to develop young women IT professionals for the avenues opened up due to tremendous growth of IT sector in every field of Business and day life. Institute is working hard in the direction of fulfilling its goal by giving training on current trends. Enhancing the employability skills of students to increase placements. Our institute is the pioneer in establishing pool campus placements for BCA and B Sc Students from all over Maharashtra. Institute has signed MoU's with different MNCs and NGOs (TCS, Cognitive Exchange, Quick Heal Foundation, IQAC cluster) for benefit of staff and students. Institute supports education of needy students by providing financial help.

Provide the weblink of the institution

<https://maharshikarvebcapune.org>

### 8.Future Plans of Actions for Next Academic Year



• Encouraging faculty for Ph.D. and Clearing NET/SET examination • Planning to start demanding course in Information Technology. Already applied for BSc IT and MCA • Start entrepreneurship Development Cell to promote start Ups • To enhance the employability, facilitate students with advance technology • Arrange meditation sessions for Teaching and Non-Teaching staff • Guidance on Competitive examinations. • Arrange lectures on Intellectual Property Rights. Also make students aware about Publications and Patents. • Provide opportunities for internship to students. • Collect more funds to help needy students to continue their education • Providing placement opportunities to all students • Implementing Educloud a Smart college management system • Encouraging Faculties to attend conferences and seminar. Also encourage to present publish research paper in UGC approved journals. • Signing more MOU's for student and Faculty development programs. • Organization of National seminar on Current Technology • Involvement of Alumni through Alumni Association