Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**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@maharshikarvebcapune.org**
Alternate Email	**swati.sayankar@maharshikarve.org**
Address	**5th Floor, Rama Purushottam Vidya Sankul, Karve Nagar, Pune, 411052**
City/Town	**Pune**
State/UT	**Maharashtra**
Pincode	**411052**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Prof Rupali Atul Saraf**
Phone no/Alternate Phone no.	**02025477599**
Mobile no.	**9823473365**
Registered Email	**kbjiitbca@maharshikarvebcapune.org**
Alternate Email	**rupali_saraf@yahoo.co.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://maharshikarvebcapune.org/aqar2018-2019

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://maharshikarvebcapune.org/academic-calendar-2019-2020/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.08**	**2016**	**25-May-2016**	**24-May-2021**

6. Date of Establishment of IQAC	**20-Dec-2014**

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
Barclays Visit	**04-Jul-2019**	**45**

	1	
Workshop on Attitude at workplace(Group discussion, Mock Interviews)	25-Jun-2019 3	60
One day State seminar on	28-Feb-2020 1	113
Session on IPR by Dr. Bhooshan Kelkar	04-Mar-2020 1	195
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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
MKSSS's K.B Joshi institute of Information Technology	Post Metric Scholarship	DBT-Samajkalyan	2019 1	565820
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**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 smartboards, Free WiFi facility is provided to all in newly shifted Campus

Approved Proposal for use of learning management system "Educloud" from academic year 2019-20. Successful implementation by Faculties and students

Organization of career guidance sessions for students (Aptitude, Soft skills, Abroad Study, Communication Skills, Employability Skills Enhancement). Placement selection increased.

Lectures about awareness on social issues, health and IPR. Green Audit

Started New Course B Sc(IT) in Academic Year 2019-20. Proposal for MCA MSc (CS) was submitted. College is granted with permission to start MSc CS from Academic Year 2020-21.

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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
Webinar during Lockdown	All faculties attended webinars on varied topics. Also conducted two online workshops for students(Python programming, Google
Organization of Workshop for students	College organizes four workshops PHP programming, 3-D Gaming, IOT applications, Ethical Hacking in association with ROBOSOL, AAKAAR-IIT Bombay
Signing MOUs for benefit of students	College signed MOUs with Rubicon, Ethnus (Nasscom,Eclerx)
Aptitude and soft sill training to students (Employability skills Enhancement Training)	All students of TY are benefited by Training conducted by Skill Gurukul and TCS (TCS signed MOU) Total 34 students got placement in MNCs
Motivate for NET/SET and PhD	All faculties given NET exam. And preparing for success. Four faculties qualifies PET and appeared for interview before RAC (2-Kolhapur University,2-SNDT University)
Motivate faculties to publish research papers	Faculties presented and published research papers in UGC listed Journals. Article by Reshma Ladda on "Quantum Computing " was published in CSI Communication June 2020.
To encourage faculties to attend National and state level Seminars and FDPs	Faculties attended seminars on various topics. (MOOCS, Robotics, Drone) 2 Faculties attended 6Days FDP on "Cyber Security" 1 Faculty attended 6Days FDP on "Data Science" 1 faculty completed NPTEL course FDP on "The Joy of Computing with Python" course
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Local Management Committee	11-Dec-2020

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	2020

Date of Submission	30-Jan-2020

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	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. The head of the institution, the Principal works in consultation with the MKSSS management. The Principal forms various committees with specific duties and tasks. At present committees like IQAC, Placement, Cultural, Sports NSS, AntiRagging, CASH, Admission and Exam are in place. College implements a well defined Management Information System which has been used to store student data, Staff information. 1. College is affiliated to SNDT Women's University Mumbai, admission process is online through sndt.digitaluniversity.ac.in portal. Database related to student admission, Examination and result is available on portal. 2. Koha software is used for Library automation. Bar code system is used for books. 3. Biometric attendance is used for Staff attendance. These InOut records are used for monthly attendance and Salary calculation. 4. From the Year 201920, college implemented Learning Management

System Educloud. This system keeps records of all students and all staff members, which will become available at single click. Educloud softeware is also available as mobile app in Play store. Most of the students are using mobile app for easy access of data such as Lecture notes, attendance, Notices.
5. Samaj Kalyan Scholarship process is also online through https://mahadbtmahait.gov.in/ portal.
6. For accounting, Tally software is used by office admin staff

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

College follows the curriculum prescribed by its affiliating University(SNDT Women's University). Principal and staff members work collaboratively in syllabus upgradation, and then the Principal conveys this to the Board Of Studies. As per the mail received from the Dean (Science & Technology) of SNDT Women's University and HOD of Computer Science, dated 23rd May 2020 Principal contributed by giving her valuable suggestions for designing of BCA curriculum. Also she designed the entire syllabus of Technical writing & Communication skills of B.Sc(IT) course. *At the commencement of the semester class allocation, academic planner and subject allocation(Workload) were finalized as per UGC norms in the meeting dated 7th June 2019 under the guidelines of the Principal. The Orientation Program was organized on 15th July 2019, in which both students and parents were invited. During the program teachers introduced themselves and gave information about Samstha & College, Rules and Regulations about Examination, Laboratory and Library rules, various College committees such as CASH, Anti-Ragging, Counselling, etc to students and parents. All the rules and regulations, code of conduct of the college are available on the college website. The semester time table was designed and approved by IQAC . While designing the time table, appropriate lab sessions were allocated to gain more practical knowledge. *As a step towards digitalization, the College had introduced a new ERP system called "EduCloud" from the academic year 2019-2020. The EduCloud system demo was organised on 3rd August 2019 by college, Mr.Dhaval Patel from EduCloud explained and trained the staff about the use of EduCloud. The Educloud system was used to maintain all the academic records such as lesson plan, syllabus repository, study material, assignment submissions, notices, fee receipt, etc. The EduCloud application is also available in Playstore to install on mobile, so that the students can receive all the notifications easily. Tentative lecture plan and academic plan for respective subject was prepared by teaching staff and submitted to the Principal through EduCloud. The teaching staff also maintains a monthly lecture plan along with the topics covered through "EduCloud". The student attendance of each subject was also maintained in EduCloud. All the announcements, notices, and assignments were informed to the students through EduCloud. Using the study material facility available on EduCloud, faculties uploaded lecture notes, topic relevant videos so that the students can access it on their mobiles, which ultimately reduce the use of papers. *For interactive lectures, presentations and videos were used. Along with the Curriculum teaching staff

also conduct practical as well as theory assignments, Presentations and surprise tests(MCQ). *For overall personality development, students participate in extra and co-curricular activities like sports, NSS and cultural programs. *Two Unit tests for Theory and practical subjects were conducted and its outcome was analyzed for improvement of students. Accordingly teachers provide extra guidance to weak students. Internal marks were filled on University portal. University implements CGPA grading system. The result was declared on the University official portal. The transparency in result was maintained by providing photocopy and revaluation facility.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Accounts Bridge	Nil	16/07/2019	25	NIL	Providing basic knowledge of accounts to science students.
Women Issue	Nil	25/11/2019	25	NIL	Providing awareness about gender specific issues Laws
Unity 3D game design	Nil	26/08/2019	2	YES	Developing 3-D game animation
IOT application Development	Nil	27/08/2019	2	YES	Developing IoT enabled devices.
PHP and Web Designing	Nil	27/08/2019	2	YES	Website development using PHP
Ethical Hacking	Nil	29/08/2019	2	YES	Providing knowledge of Ethical hacking Techniques

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Information Technology	31/07/2019
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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 Applications	17/06/2019

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

	Certificate	Diploma Course
Number of Students	337	Nil

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
Workshop on Career Guidance by Skill Gurukul	25/06/2019	60
Debate Batch by Cognitive Exchange (California-USA)	21/08/2019	25
Workshop on Unity 3D Gaming by Robosol(Mumbai)	26/08/2019	42
Workshop on Web Designing using PHP by Robosol(Mumbai)	27/08/2019	12
Workshop on IOT by Robosol(Mumbai)	27/08/2019	42
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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
BCA	Computer Applications	86
BCA	Website Development using PHP	12
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The student feedback was collected by the Principal through Google form. The feedback form includes overall teaching approaches such as Subject Knowledge, Communication Skills, Class control, Interest Generation, Problem Solving ability of individual teaching staff. The result was collected in the graphical form and analyzed by the Principal. Feedback analysis was discussed with individual teaching staff for the improvement The teacher's feedback for service satisfaction was collected through Google form. Manual feedback/suggestions were also collected from teachers regarding update of syllabus. These suggestions were analyzed by the Principal and forwarded to the Board of Studies(BOS) for further action. The Employers feedback was collected

manually from top MNCs, during a pool campus drive organized by college. During the placement drive we provided the employer with a feedback form to fill in. The feedback generally includes the students' performance and upgradations required in the syllabus to cope up with the recent technologies in the market. Employer Feedback was analyzed by the Principal and Placement cell. Accordingly workshops Guest Lectures were conducted to bridge the gap. The Alumni Feedback was collected through Google form. The feedback form includes How would you like to contribute to the development of college?, Would you like a few courses to start by College?, the development activities carried out by college, etc.

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 Applications	132	132	130
BSc	Information Technology	66	18	18
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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
2019	329	Nill	10	Nill	Nill

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	Numberof smart classrooms	E-resources and techniques used
10	10	18	6	4	15
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View File of E-resources and techniques used					

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

College Mentoring System: • College organized Orientation Program for First Year students and their Parents. During Orientation Principal and Staff give brief introduction of (MKSSS)Samstha and College to Students. Also the information about different working committees, Rules and Regulation and code of conduct for students is also shared. • Mentor Mentee system is implemented for guidance and motivation to students. Meeting of mentor with allocated mentees is organized to focus and resolve problems faced by students. • Mentor guide students about studies, curriculum project selection. Mentor also provide support on personal and emotional level. Financial problems of mentees are also discussed and forwarded to Principal for consideration. • College has close association with MKSSS's Baya Karve Stree Abhyas Kendra. A counsellor Ms.Anagha Kulkarni is appointed to guide students. Counselling is provided on request with prior permission through Principal. • Counselling records are kept confidential. Mentoring initiatives by College • Due to transparency and healthy

environment, students always feel free to communicate with Teachers and Principal. • During regular lectures, Teacher shares information about certificate courses, SWAYAM and NPTEL courses. Also higher education opportunities. • College signed MOU with Cognitive Exchange California (USA). Under this, a speech and communication skills enhancement program is given to advanced learners (selected by keeping parameters by Amit Devkule). Speech Enhancement program was conducted in three modules. Basic speech, Advance speech and Debate Speech. • Principal and Faculty Mrs. Nilima Patil guided students for presentation on an innovative concept "Self alarming Dustbins", which was presented at Barclay's Tech Innovation Challenge • Workshop and seminars were arranged to groom students and to prepare them for competitive world. To list few TCS TAAP program, Aptitude sessions, 3-D Gaming, IOT training, Ethical Hacking etc. • Slow learners were identified using parameters like internal exam score, participation in class activities and overall involvement of student in college activities. • To improve the passing percentage, extra guidance was also provided by Teachers. Specifically, students demand guidance for Mathematics, Microprocessor, DBMS. • To develop overall personality of students, teachers motivate them by giving responsibility of event organization. In event organization and execution students performs everything starts from theme finalization, its budgeting, purchase, Script writing, decoration and comparing. Events link Fresher's Party, Annual Social "Aawishkar", Youth Festival were successfully conducted with maximum involvement of students. • Parents meetings were arranged to discuss progress of students with their Parents. Faculties share performance of students in placement drive. Also the attendance in college activities was also displayed. • To improve overall Teaching-Learning process, feedback from students was also collected. • In association with Quick Heal Foundation, Cyber Security Awareness Campaign Program was conducted by college through which 12 Volunteers reached 8470 students from 18 schools and colleges. • During COVID-19 pandemic, online sessions were conducted by Faculties to guide students on online exam pattern and for MCQ paper. Outcome 1. In 2019-20 total 34 students were placed in different companies. 2. Passed Percentage: 98.83 3. Students won prizes in cultural and sports activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
329	10	1:33

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
10	10	Nill	3	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
2019	Dr. Swati Sayankar	Principal(in-charge)	Global Cyber Crime Helpline Award
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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
BCA	059	Semester I	22/11/2019	21/12/2019
BCA	059	Semester II	23/04/2020	07/08/2020
BCA	059	Semester III	12/10/2019	13/11/2019

BCA	059	Semester IV	26/03/2020	06/08/2020
BCA	059	Semester V	14/10/2019	13/11/2019
BCA	059	Semester VI	06/10/2020	13/11/2020
BSc	081	Semester I	25/11/2019	24/12/2019
BSc	081	Semester II	25/04/2020	14/08/2020

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

Internal Evaluation of students is important as it is a separate passing head. University follows a 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 2/3 Internal Unit Tests. Assessed papers are shown to students, so that they can understand their mistakes and improve performance in the 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 requirements. Educloud is used for Online evaluation of assignments submitted by students. Google Forms are used to create online exams for students to study and solve from home. Internal Practical Exam is conducted in college for Technical Subject. To Improve Presentation skills, PPT Competitions for different subjects are arranged in college. Students deliver short Presentations on the taught topic in the class, subject to availability of time.

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

Academic calendar of the institute is prepared based on S.N .D.T. Women's University's Academic calendar which mentions the period available for teaching as well as tentative examination dates, vacations. Planning the academic and other activities for the year and monitoring their implementation Academic Planner as follows: 1. Academic Calendar: ? Principal and committee heads together frame the academic calendar at the beginning of the year adhering to the SNDT Women's Universitys academic Calendar. ? Time table for Lectures and Practical is prepared before the commencement of the term. ? Once the time table is approved by the Principal, it is displayed on Notice Board and on Educloud one copy is given to Faculties. 2. Teaching plan: - As per the time table subjects allotted, teachers prepare their teaching plan at the beginning of semester in the form of syllabus repository on educloud for timely completion of syllabus. - Syllabus repository is accessible to students through educloud login (Desktop version or mobile app) - They submit it to the Principal for approval. Teachers have to do monthly academic planning on educloud . - Principal and educloud admin have given privileged rights to check teachers lesson plan using educloud credentials - Lecture plans completed are duly checked by the Principal at the end of every month(All reports were mailed to Principal and IQAC Coordinator on 31st may 2020). Report of syllabus completion was available on the educloud app. 3. Evaluation Schedule: - The institution is an affiliated college. Examinations are conducted at the end of each semester by the affiliating University. - College informs students about the university notices and circulars related to the examinations from time to time through the student notice board, Educloud Application and also verbally by the faculty members of the college. - Both departments (BCA and BSc IT) conduct internal assessment of students and students are well informed about these internal examinations well in advance by the department. ? As per academic calendar, the schedule for Internal Unit Tests, Practical exams, Project, Prelims are scheduled which is displayed on notice board. ? Details of

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/course-outcome/

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 Applications	86	85	98.83

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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/wp-content/uploads/2021/03/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
Nill	0	Nil	0	0

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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
Introduction to IPR By Rupali Saraf	KBJIIT	13/12/2019
Introduction to IPR By Rasika Wagh	KBJIIT	13/12/2019
IPR and patents By Dr.Bhooshan Kelkar	KBJIIT	04/03/2020
Employability Enhancement Skill Development. By Mr. Suhas Kirloskar(Barclays)	KBJIIT	23/08/2019
National Seminar on Industry 4.0	KBJIIT	28/02/2020

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
Nil	Nil	Nil	Nill	Nil

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nill

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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
Nil	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	BCA	1	0

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
BCA	Nill

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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
Quantum Computing Security Corner	Prof Reshma T Ladda	CSI Comm unications Vol 44 Issue No.3 June 2020	2020	0	MKSSSs K.B Joshi Institute Of Informa tion Techn ology,Pune	Nill

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication

Quantum Computing Security Corner	Prof Reshma T Ladda	CSI Communications Vol 44 Issue No.3 June 2020	2020	Nill	Nill	MKSSSs K.B Joshi Institute Of Information Technology, Pune

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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	Nill	10	2	8
Presented papers	Nill	6	Nill	Nill
Resource persons	Nill	Nill	Nill	2

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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, Deloitte	8	1310
Cyber Safety Awareness Campaign	Quick Heal Foundation	2	12
Blood Donation	KBJIIT,JanKalyan Blood BANK,Pune	2	62
Harit Wari Swaccha Wari	SPPU,SNDT(NSS)	3	41
Flood Relief Material Collection	KBJIIT,SevaMitra Mandal(Pune)	9	20
Yuva Mahiti Dut	NSS, KBJIIT	2	50
Health Awareness Program and HB checking	KBJIIT,Tejaswini Health Club	2	142
Road Safety Campaign	KBJIIT,Pune Police	3	104

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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 Security	Global Cyber Crime Helpline	Global Cyber Crime Helpline	Nill

	Award	Digital task Force		
Blood Donation Camp	Recognition	Jan Kalyan Blood Bank		18
Cyber Security Awareness Campaign	Recognition	Quick Heal Foundation, Pune		12

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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 activites	Number of students participated in such activites
Tree Plantation	KBJIIT	Tree Plantation Vruksha Dindi	8	25
Social	KBJIIT,SNDT,SPPU	Service at Wari(Ashadi Ekadashi)	2	42
Cleanliness	KBJIIT,SNDT,SPPU	Harit Wari Swaccha Wari- Tree Planatation	2	42

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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
Speech Enhancement Program	25	Self	8
Cyber Security Awareness Campaign	12	Self	30
TCS Affirmative Action Program(TAAP)	52	Self	8
Training	60	Self	40

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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
Field Trip	Industry Visit	Cognizant	20/11/2019	20/11/2019	100
Industrial	Training of Python R Programming	Ethnus(NASSCOM,Eclerx)	13/11/2019	06/02/2020	60

Organizational	Speech Enhancement program	Cognitive Exchange, California(USA)Cognitive Exchange, California(USA)	21/08/2019	22/02/2020	63
Industrial	Employability enhancement program	TCS,Pune	20/09/2019	10/02/2020	52
Industrial	Cyber Security Awareness Campaign	Quick Heal Foundation, Pune	10/07/2019	15/09/2019	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
Cognitive Exchange, California(USA)	01/06/2019	Speech Enhancement Program	61
Quick Heal Foundation, Pune	01/04/2019	Cyber Security awareness Campaign, Earn Learn	14
IQAC Cluster India	06/02/2020	Academic development, NAAC guidance.	2
Rubicon(MOU1)	14/10/2019	Icebreaking, SWOT Analysis, Presentation skills, Email Etiquettes, Body Language, Telephone Etiquettes, Group Discussion, Personal Interview	62
Rubicon(MOU 2)	18/01/2020	Icebreaking, SWOT Analysis, Presentation skills, Email Etiquettes, Body Language, Telephone Etiquettes, Group Discussion, Personal Interview	57
Ethnus(NASSCOM, Eclerx,Ethnus)	06/11/2019	Python, Communication skills, R programming, Aptitude	62

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
176	387

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Newly Added
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added

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 patially)	Version	Year of automation
KOHA	Partially	3.18	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	505	133989	53	15358	558	149347
Reference Books	875	103981	18	3764	893	107745
Journals	20	26299	Nill	Nill	20	26299
e-Journals	55	32800	Nill	Nill	55	32800

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
Mrs. Asawari Sawant	Introduction to Cobinational circuit	YouTube	05/05/2020

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	135	3	135	0	0	3	1	15	0
Added	79	0	79	8	0	1	1	0	0
Total	214	3	214	8	0	4	2	15	0

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

15 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
Edu cloud	https://www.educloud.in/

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 incurredon maintenance of physical facilites
31.13	32.2	92	21.88

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 utilization 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 practicing 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 equipments 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.

https://maharshikarvebcapune.org/wp-content/uploads/2021/08/4.4.2-Infrastructure-Maintenance-Policy-2019-20.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	Government of India Post Metric Scholarship, Specific donation by MKSSS	41	860220
Financial Support from Other Sources			
a) National	Leela Poonawala Foundation	1	30000
b)International	NIL	Nill	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 implemetation	Number of students enrolled	Agencies involved
Counselling	06/01/2020	55	Baya Karve Stree Abhyas Kendra
Yoga and Omkar Training	01/07/2019	30	Tejaswini Health Club
Workshop on Aptitude, Attitude at workplace	25/06/2019	60	Skill Gurukul,Pune
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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 passedin the comp. exam	Number of studentsp placed
2019	Aptitude & Softskill by	Nill	60	Nill	4

2019	MaTPO Idol Aptitude Test	Nill	44	Nill	Nill
2019	Aptitude training by Skill Gurukul	Nill	60	Nill	11
2019	Aptitude Training by Rubicon	Nill	55	Nill	5
2019	TCS Affirmative Action Program	Nill	60	Nill	10
2019	Competitive Examination Guidance by Mr Anand Patil from Study Circle ,Mumbai	155	Nill	Nill	Nill

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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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
4	28	15	5	42	15

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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	8	BCA	KBJIIT	UMIT,SNDT Women's University ,RMD Sinhagad Institute, ASMA	MCA

| 2020 | 2 | BCA | KBJIIT | Sinhagad College, Symboisis International University | MBA |
| 2020 | 1 | BCA | KBJIIT | Dublin Business School ,Ireland | MSc(Business Analytics) |

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 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	Nill

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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
Rangoli Competition	College	22
Damini Chess Competition	Inter Collegiate	40

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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
2019	Youth Exchange Program participation	International	Nill	Nill	2017B40	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)

   1. As per the guidelines received from Government, University directed the college to conduct elections for GS selection. But because of Natural calamity (Flood in Maharashtra) and State Government election, process of GS selection through Election has been cancelled by SNDT Womens University, Mumbai and it was conveyed through mail on 5th October 2019. 2.Student Council was formed as per the norm stated by University and GS (General Secretory) of the college was elected through the voting by student council members. This year Ms. Roopali Deshpande(TYBCA) was the elected as GS College. 3.College had Student Council

of 12 members which includes 4 teachers and 8 students. In Constitution of Student Council Principal is Chairman ,three faculties representing cultural, sports and academics respectively are teacher members. Student representatives from each year, Sports ,NSS and Cultural Representative and Representative from Schedule caste. Representation of Student Council: General secretary is also nominated in Internal Quality Assurance cell(IQAC). GS is also student representative in College Development committee. Student council members are also working as In-charge of various college committees. Activities of student Council: - Meeting of the student Council was conducted for Election of GS on 16/10/2019. - Meeting of student council was conducted on 12/11/19 for discussion and planning of student centric events. - Meeting of student council members was conducted on 14/01/ 2020.In this Meeting Discussion on Cultural Events -Annual Award Function and Aavishkar was carried out. - Meeting was organized for execution of National Seminar on 01/02/2020. In this meeting Principal(Convener) shared the theme Industry 4.0 finalized for National seminar to be held in the month of February 2020. Student council representatives were given with the responsibility of campaigning and other preparations.

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) :

20000

5.4.4 – Meetings/activities organized by Alumni Association :

1)Meeting of the college Alumni association was held on 21th September 2019. Meeting was chaired by the Principal. In this meeting the objectives and details of the Grand Alumni meet were shared to batch representatives. 2)It was also decided that Chocolate Making Activity will be carried during Diwali for this year also. Amount of Rs 20,000 was collected from it . 3)The Grand Alumni Meet of MKSSS was organized on 30th November 2019. Around 48 students from different batches of BCA participated in it. Students shared their views about Samstha and College. 4) The Motivational Guidance Session before appearing for the Interview round of Deloitte Company was organized by Ms.Rubhini Kutuwan(Alumni of College and Employee of Deloitte) was organized on 14/09/19. In this session tips and preparation for the interview were discussed. 5) Alumni of College and Employee of Wipro, Ms. Priyanka Marne had Conducted the session about Work Culture at workplace. The Wipro Shortlisted students in Wipro Attended the session. The Queries and Questions regarding joining were discussed in the session on 01/02/2020

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)

Academic Functioning: 1. Principal Level - Principal being head of the Institution is the chairperson of all academic Administrative committees. Principal is the mediator between College staff and MKSSS Management. 2. Faculty level - Faculty members are given representation in various

committees/cells like IQAC, Placement, Cultural etc Every year, the composition of committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. The Administrative Staff, Admission Committee, I.Q.A.C., Placement Committee, Cultural Committee, N.S.S. cell, Sports Committee, Library Committee, AAI (Additional Academic Input), Anti-Ragging, CASH (Cell for Anti Sexual Harassment), Grievances redressal committee all are working together for the smooth and over all functioning of the college. For effective implementation of curriculum class wise time tables are prepared. Each staff covers the whole syllabus along with revision, internal assessments, assignments and presentations by referring University Academic Planner. Under the guidance of the Principal, Staff arranged different activities in college such as state level seminars, Guest lectures and Faculty development programs. Eminent resource persons are invited to guide students and faculties. For successful execution of various programs, the Principal organises meetings with staff to discuss and prepare a road map of events. 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. These Committees also include student representatives working as cultural secretary, General Secretory and social service secretary etc. Administrative Functioning 1.Non-teaching staff level : The administration staff handle different responsibilities like annual budgeting, notices, track of leaves, salary generation of all staff including teaching and non-teaching staff. All university records, circulars, university exam time table, supervision chart and exam attendance is maintained by administrative staff. The administrative staff are also involved from student admission process till distributions of mark sheets and certificates. 2.Local Management Committee: College has a local management committee (LMC) which makes major decisions like monitoring the progress of the college introducing new programs and activities for smooth functioning of the 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 the IQAC committee. 3.College Development Committee: The College Development Committee comprises various stakeholders including Principal, teachers, student representative, Industrialist and management members. The 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 strengthens the teaching learning process.

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
Teaching and Learning	? KBJIIT follows a holistic approach for growth and development of student, our teaching and learning methodology includes presentations, aptitude training, industry visit etc. ? Many workshops, conferences, seminars and industry visits are regularly organized for students and teachers. ? The students are encouraged to participate in various festivals, social activities like NSS and events not just in our College but also in other colleges or

	Universities. ? The college incorporates new technology, tools and aids, to improve the teaching and learning processes. Classrooms and all laboratories are equipped with projectors. ? We have qualified and experienced faculty members. ? College faculties participated in different workshops and conferences and also published research papers in national conferences organized by different colleges. ? We have concept of mentoring to provide special care for students who are considered as slow learner, each faculty mentor has group of 25-30 students whose overall growth and development are continuously monitored to faculty and their problems are discussed.
Curriculum Development	College follows the prescribed curriculum of the University as it is affiliated to SNDT Women's University. Principal and staff members work collaboratively in syllabus Upgradation, and then the Principal conveys this to the Board of Studies. ? Principal contributed by giving her valuable suggestions for designing of BCA curriculum. Also she designed the entire syllabus of Technical writing amp Communication skills of B.Sc(IT) course. As per the BOS mail received on 7th June 2020 staff's inputs while designing the latest curriculum of BCA amp B.Sc(IT) was duly considered by the Principal. ? At the commencement of the semester, subject allocation, class allocation and academic planner are finalized in the meeting dated 7th June 2019 under the guidelines of the Principal. During allocation of subjects, workload of faculty was given as per UGC norms. The Orientation Program was organized for students on 15th July 2019, in which both students and parents were invited. The Orientation program was organized for students in which the teachers introduce themselves, can give Samstha amp College Introduction, Rules and Regulations about Examination, Laboratory and Library rules, give information about various committees such as CASH, Anti-Ragging, Counseling, etc was given to students and parents.
Examination and Evaluation	KBJIIT is an affiliated SNDT women's university follows the curriculum

	designed by SNDT. Our college is having two graduation courses. BCA, B.Sc.(IT). The college implements the course curriculum on the semester scheme of the affiliating university. Our Exam committee implements the continuous internal evaluation system according to the norms of SNDT. The academic performance of students is continuously monitored by conducting regular unit test, preliminary exams, and practical examinations during the semester and the viva examination is also conducted during the preliminary exams, theory papers are maintained according to university pattern students are also informed time to time about the university examination, regular time table, and also about back papers timetable on our notice board. Result are maintained by exam committee as a record of various academic performance. Such as unit test, preliminary exams and viva. Result analysis of the University final exam is done by the Exam
Human Resource Management	Teaching faculties are given Duty Leaves to participate in national and international conferences. To upgrade and enhance the standards of academic environment College Conducts Faculty Development Programme. College organized "Introduction to Blockchain" one-day Faculty Development Programme on 18th Nov.2019, lecture delivered by Mr. Kaivalya and Mr. Shantanu from Cognizant Non-teaching staff also attends various workshops and seminars conducted by MKSSS.eg Tally, Soft Skill, Excel. Students are encouraged to participate in seminars, special lectures, industry visit, quiz, debate etc. to increase their skill and experience e.g. Industry visit to Barclay, Cognizant. Maintenance of Anti-Ragging Committee, Sexual Harassment Committee.
Library, ICT and Physical Infrastructure / Instrumentation	KOHA Software was installed in our college library in 2014. KOHA Software provides automated services to Students and staff, using which can easily access the books according to their choice and preference and can even place, their requirements according to their needs. The Librarian has complete access to overall needs and requirement of the student's staffs with the help

	of KOHA Software and even using e-library was encouraged by the college. KBJIIT organized its one-day national seminar titled "Emerging Trends Career Opportunities in industry 4.0" on 28th February 2020.
Industry Interaction / Collaboration	Every year college organizes industry visit for FY, SY and TY students. The Students from FYBCA visited Barclay Company on 4th July 2019 to attend a session on Resume writing and Opportunities after BCA. The Students from TYBCA visited Barclay Company on 11th October 2019 to attend a session on Resume writing and Opportunities after BCA. The Students from TYBCA visited Barclay Company on 20th October 2019 to attend session on Preparation of Teaching Aids The college has signed MoUs with TCS Company. Under Tata Affirmative Action Program (TAAP) Students attend sessions on aptitude techniques and interview skills. This year 4 MNC's visited campus for 2019 students. Students from around 40 colleges participated in campus hiring. Total 34 students are selected in different MNC's company College signed MoUs with Cognitive Exchange (California, USA) for enhancing cognitive abilities of students. Though Quick Heal Foundation MoUs, students participate in Cyber security awareness program and get internship certificate.
Admission of Students	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, SMS 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. The process of admission is fully transparent as there is a clear directive from The University of Mumbai which we follow strictly. We follow all the reservation policies outlined by the Government of Maharashtra.
Research and Development	IQAC of college always took quality improvement initiatives for Students and staff. Faculties were encouraged to

participate in research and innovation. This year faculties participated in National conference at Indira College,Pune and presented paper on current trend. Our faculty Mrs. Reshma T.Ladda published her article on Quantom Computing:Security Corner in CSI communication June 20.

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

E-governace area	Details
Planning and Development	The institute has a system for biometric attendance. Records of students are maintained through EduCloud. Student admissions are only through SNDT University portal. College issues bonafide certificate, transfer certificate and transcript (Processed by University) on student's 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 vendors. College asks for bills including GST no. If purchase is above one lac, 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 were 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), Hoardings, Flex, advertisement in leading newspapers and personal counselling. College provide support to needy students through BhaubijNidhi. Also there is scholarship from SamajKalyan for SC and ST students. 24 students from SC and ST category got scholarship this year (Rs.5,65,820) 14 students got support from parent institute(MKSSS) (Rs.2,95,035) 3 students got support from other. (Sarasvati Mahila Nagari Patsanstha

	(Rs. 40,000), Leela Poonawala Foundation (Rs. 30,000)) College provide financial help for participation in Sports, NSS, extracurricular and Cultural events.
Examination	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.

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
2020	Manali Sapkal	National Seminar on unmanned Arial vehicle	BNCA Pune	1000
2020	Aparna Kale	4-days National Webinar Revised NAAC Assessment	IQAC Cluster	960
2019	Dr.Swati Sayankar	National Seminar on Innovative and VBest Practices in HEI	Modern College,Ganeshkhind, Pune	1000
2019	Rupali Saraf	Filling AQAR under new NAAC process	P N Doshi Ghatkopar	500
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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	Title of the administrative training	From date	To Date	Number of participants (Teaching	Number of participants (non-teaching

	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
2019	Workshop on web designing using PHP	Not Applicable	27/08/2019	28/08/2019	10	Nill
2019	Workshop on 3D gaming	Not Applicable	26/08/2019	27/08/2019	10	Nill
2019	Workshop on Ethical Hacking	Not Applicable	29/08/2019	30/08/2019	10	Nill
2019	Workshop on IOT devices	Not Applicable	27/08/2019	28/08/2019	10	Nill
2019	Session on Data Mining by Cognizant	Not Applicable	18/11/2019	18/11/2019	8	Nill
2019	Not Applicable	Self Development	01/06/2019	01/06/2019	Nill	3
2019	Not Applicable	Behavior Training	23/05/2019	24/05/2019	Nill	3
2019	Not Applicable	Excel/Tally/E-Communication	19/08/2019	23/08/2019	Nill	2
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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
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	11	6	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical Leaves Duty leaves Study Leaves Medi claim Provident Fund facility Maternity leave Casual leaves	Credit co-operative Soc. (Pat Pedhi) Medical Leaves Duty leaves Study Leaves Medi claim Provident Fund facility	Concession in fees for economically weak students by Samstha Concession in fees for wards of Samstha

Gratuity Maternity leave Casual leaves Earn Leave Comp off	Employees Earn and Learn Facility given by MKSSS Scholarship for SC and ST students Travel Charges to visit Industry, event publicity, Event participation (Youth Festival, Sports) Sport training charges

6.4 – Financial Management and Resource Mobilization

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

1.The institute has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for the development of the academic processes and infrastructure development. Institutional budget is prepared and presented at Head Office by the Principal every year taking into consideration recurring and non-recurring expenditures. 2.Accordingly, all the administrative and academic heads are requested to submit the budget required for the subsequent financial year. 3.All the major financial decisions are taken by the Institute's Local Managing Committee -LMC. 4.As and when urgent requirements arise it is given after sanction received from Head Offices Central Purchase Committee. Institute adheres to Utilization of budget approved for academic expenses and administrative expenses by management. 5.After final approval of the budgeted expenses taken in the Local Managing Committee, the purchasing process is initiated by our Head Offices Central Purchase Committee, accordingly the quotations are called upon and after the negotiations purchase orders are placed. 6.The payments is released after delivery of the respective goods it is done as per the terms and conditions mentioned in Purchase order. 7.All transaction has transparency through bills and vouchers. The bill payments are passed after testing verification of items. Only authorized person operates the transaction through bank. 8.Respective faculty member ensures that whether suitable equipment/machinery with correct specification is purchased. Financial audit is conducted by chartered accountant every financial year to verify the compliance. 9.The budget of the forth coming Financial Year (April-Mar) is proposed, Prepared and gets approved from management and LMC in the month of January /February. 10.Samstha has allocated college coordinator to guide further on finance accounts management.College implements Tally ERP for day to day accounting work. 11.Local Management committee takes periodic review of financial position of the organisation through budget which is mandatory point of agenda . 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. 12All required suggestions suggested by auditors are taken into consideration. All Queries and suggestions are resolved satisfactorily by administrative department. 13Internal Statutory Audit reports and compliance are reviewed in LMC where Samsthas internal Auditors and college Accountant are invited. LMC suggestions(e.g. keeping minimum balance in College accounts after fulfilling college requirements and sending excess amount in Samstha's banks) 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
Specific Donation by Maharshi Karve Stree Shikshan Samstha, Mrs.	100800	Needy Student Fees

| Nilima Patil, Ms. Kalyani Namjoshi,Smita Gargote | | | | | |

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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	Nill	Yes	IQAC
Administrative	Yes	G.D Apte Co.	Yes	Ketan Shah Co.

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

1.Parent teacher meet was organised to update the parents regarding upcoming placement drives, activities and employability enhancement skill on 11th November 2019 2.Parent teacher meet was organised to update the parents regarding their ward's academics progress on 1st February 2019 3.Use of EduCloud application for the communication purpose to the parents 4.In Orientation Program, Parents are invited to give information about functioning college committees. Tour of Must visit Museum of 'Bharat Ratna Dr Maharshi Karve' is organized for parents on 15th July 2019. 5.Parent support College by participating in donation under Bhaubij Nidhi 6.One parent Mr.Shirish Mohite helped college to forward flood relief material donation. 7.Parents accompany students(along with staff) for participating in competition outside Pune.

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

1.Health Awareness Lecture on 23rd September 2019 2.Blood Donation Camp on 10th January 2020 3.EduCloud Training 4.Soft Skills and behavioral Training 5.Excel/Tally/E-communication training/workshop in association with Center for skills Development 6.Self development for Peon and security guards by MKSSSs CSD

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, Rubicon Edu Cloud – Learning Management system implemented.

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	Introduction to Block	20/09/2019	18/11/2019	18/11/2019	9

| 2020 | National Level Seminar on Emerging trends and career opportunities in Industry 4.0 | 06/12/2019 | 28/02/2020 | 28/02/2020 | 113 |

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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
Feminism	17/10/2019	17/10/2019	52	Nill
Factors affecting Life of Women	18/10/2019	18/10/2019	45	Nill

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
• Thin client machines are used to implement green computing, which reduces consumption of power. It also results in less emission of CO_2 • Solar panels are installed on building terrace to utilize solar energy • LED Lights in Campus for less consumption of Electricity

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva	Number of initiatives taken to engage with and contribute to	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

	ntages	local community					
2019	1	1	27/06/2019	1	Harit Wari Swaccha Wari	Cleanliness	42
2020	1	1	29/01/2020	1	Best Out of Waste	Reduce Reuse Recycle	62

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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)
Code of Conduct: HR Manual	01/07/2019	Every Year MKSSSs K.B Joshi Institute of Information Technology prepares rules and regulation (code of conduct) for students and faculties. At the beginning of academic year, college distributes these rules to students in college file with syllabus and vacation/holiday planner. During orientation program, Principal and all faculties shares these rules with students and parents. Code of conduct-core values and ethics are also available on college Website https://maharshikarvebcapune.org/code-of-conduct/. Code of Conduct handbook contains professional ethics for all stakeholders such as Management, Principal, Teaching staff, Non-Teaching staff, students, patents and Alumni. From Academic Year 2019-20, use of Learning Management System Educloud is made mandatory for students and staff. From students login, information about attendance, assignment, study material can be extracted. From Teachers login, functionalities like attendance,

			assignment, subject repository, lesson plan, upload study material are available.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Cleanliness Drive : Harit Wari Swachha Wari initiative under NSS	27/06/2019	27/06/2019	41
Tree Plantation	01/08/2019	01/08/2019	25
Sangli/Kolhapur Flood Relief material Collection	13/08/2019	13/08/2019	20
Independence day	15/08/2019	15/08/2019	500
Cyber Security Awareness Campaign	10/07/2019	15/11/2019	12
Blood Donation Camp	10/01/2020	10/01/2020	62
Republic Day	26/01/2020	26/01/2020	500

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

* Tree Plantation • LED lights in Campus • Solar system • Rain Water Harvesting • Bio Gas Plant • Plastic Free Campus • Cleanliness Drive • Sanitary Napkin Incinerator plant • Developing Paperless habits amongst staff and students • Bird feeders for balancing ecosystem

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 1. Title of the Practice Creating Health awareness in Girl students 2. Objectives of the Practice • To focus on Women health • To spread awareness about mental and physical health to promote blood donation • To increase the ratio of blood donors 3. The Context College is committed for holistic and social development of girl students. In this Context, College organizes various Health awareness activities that include Blood Donation, Importance of fitness through Yoga, Guidance on Diet for health. To achieve this, every year college conducts blood donation camp in association with Jankalyan Blood bank, Pune. Being a Women's education College, most of the participants in blood donation camp are girls. Many girls were ready and wish to donate blood but because of improper health condition, they could not participate in camp. College in association with Samstha's Tejaswini Health Club organizes various health related programs that spread health awareness. 4. The Practice This year (2019-20), college took efforts to encourage students to understand health issues. College conducted health awareness sessions for students to make them understand that healthy minds always prefer to stay in healthy body. Health awareness session was conducted in association with Tejaswini health club. The session was conducted 2 months prior to the blood donation camp. The dietitian focused on health problems faced by Women including menstrual and other problems. She wisely advised diet to improve HB count and weight of females. The session was concluded with HB checking of

students and staff. NSS department distributed Rajgira Vadi and Ground nut chikki with the message to improve HB count to become eligible for Blood Donation Camp. 5. Evidence of Success During academic year 2019-20, Blood donation camp was organized on 10th January 2020 in college campus. Jan Kalyan Rakt Pedhi volunteers in association with college NSS department took efforts in organization of Camp. Total 62 participants visited camp for blood donation. Amongst all, 18 volunteers successfully donated blood. All donors got certificate of appreciation and coupon with the assurance of one bottle blood for donor within one-year validity. 6. Problems Encountered and Resources Required: Blood donation is always a noble activity. It can save life of anyone who gets blood at right time. Lack of donors is main issue in our country. We motivated our students for blood donation by organizing awareness sessions. But the major problem we encountered was that being women Education College most of the volunteers were girls. Many girls were failed to qualify the basic eligibility criteria for blood donation i.e. HB count 12 and above and weight 45 and above. Proper and balanced diet will help to improve HB count. Students should avoid junk food and prefer healthy diet. This issue is addressed with support of Samstha's Tejaswini Health Club which guides students for Diet and exercise such as Yoga and Aerobics. Best Practice 2 1. Title of the Practice Implementation of LMS Educloud 2. Objectives of the Practice • To promote use of technology • To automate various processes in teaching learning using "Educloud" Software • To manage centralised data Repository 3. The Context The college is imparting Technology education (BCA) since 2006. Being the Computer Application and Information Technology domain college, steps are always taken to improve learning practices. The functioning of college totally runs through effective Teaching- Learning process. The students, Teachers and Parents are involved in effective Teaching Learning practices. College implemented Educloud software to automate most of the processes in Teaching Learning. Promoting wise use of Technology, we are trying to reduce paper use. 4. The Practice In the Academic Year 2019-20 college successfully implemented and used Educloud Learning Management Software to automate various day to day processes in Teaching-Learning practice. Before implementation demo sessions were organized for Staff as well as students to explain all modules and functionality. Everyday use of Educloud has built confidence amongst students and Teachers and now all are well verse with its functionality. Educloud Software mobile app is also available in Android play store and Apple app store. Students can download app on their Smart Mobile and all modules becomes available at their fingertip. Teachers are using Educloud functionalities for Attendance, Assignment, Syllabus planning, Dynamic Time table management, notes sharing, notice and circular sharing etc. Student and Parents also get access to all functionalities. Students can submit their assignments through Educloud, this will result in less use of Papers. Educloud maintains centralized data which is accessible to all users depending on their role. Students can access Attendance, Assignment submission and notice modules. Students can also use internet in college Computer Lab to work on assignments, presentations and also for working on Educloud. Faculties are promoting collaborating working through Google drive Facilities like Google forms, Google docs, Info graphics etc. 5. Evidence of Success All Students and staff are using Educloud. They are satisfied with technology supported Educloud Learning Management software. The facility of conducting virtual lectures is most useful. Virtual class feature supports Google meet platform. Teachers are provided with the authority to record online lecture. Present as well as absent students can refer this video lecture later on as per their convenience. New campus is fully facilitated with Wi-Fi. All Student related notices such as Holidays, Assignments, Presentation, Exam are displayed through Educloud which saved allot of paper work. It has helped teaching staff and non-teaching staff to communicate instantly with students and parents for various other issues related to fees, attendance , student progress pending documents , exam etc. It has saved a lot of time and

paper which has brought effectiveness in working. 6. Problems Encountered and Resources Required Students from diversified education as well as economic background are enrolled to BCA and B.Sc IT course. To cope up with new Technology, initially was a difficult task for them. Gradually with the support of staff they adjusted themselves and in short period of time they learn to handle new challenges. Financial bonding is one of the major challenges. To use Educloud at home, they need to have Smart Phone with sufficient Internet speed or Laptops. Many families have shared resources.

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/wp-content/uploads/2021/08/Best-Practice-2019-20.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

Vision: "Empowerment of Women through IT Education" Mission :"To develop competent young women IT professionals with capability to contribute effectively in the challenging IT environment". Efforts: Our institute is the pioneer in establishing pool campus placements for BCA and B Sc. Students from all over Maharashtra. College conducts pool campus drive for Wipro, Cognizant, Deloitte and Infosys. With the existing MoU's with TCS, Cognitive Exchange and Quick Heal, this year College signed two more MoU's with Rubicon, Pune and Ethnus to impart employability enhancement skills. Under these MoU's students gone under the training of current technology such as Python, R programming. Many soft skill and aptitude trainings arranged for Final Year Students. College also encourages students for innovations. College mentors helps students and motivates them for facing challenges. Outcome: As our college started Pool Campus Placement activity, around 34 colleges in Pune and Maharashtra are associated with us. Along with college students, many students from these colleges also get benefited by this association. During academic year 2019-20, total 30 students got placement in various MNCs. College worked for all-round development of students. Only because of supportive and encouraging environment, four students of FYBCA represented college in Tech Innovation Challenge organized by Barclays.

Provide the weblink of the institution
https://www.maharshikarvebcapune.org/

8.Future Plans of Actions for Next Academic Year

1. Strengthening Entrepreneurship Skills Development Cell(ESDC) a. Approaching start-up companies. b. Developing Entrepreneur culture amongst students. c. Arranging motivational lectures on start-up and innovation d. Organize seminar/workshop e. Arrange interactive session with Young Entrepreneurs. 2. Applying for MCA Course Need: a. To enhance job prospects and career growth of Undergraduate BCA/BSc IT students. b. Demanding course to opt education in the field of Information Technology c. To give trained manpower to Industry. 3. Strengthening Placements for newly started courses BSc IT and MSc C.S. a. Approaching to IT companies b. Providing aptitude and soft skills training to make students placement ready. 4. Encourage faculties for research work and PhD