



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

MAHARSHI KARVE STREE SHIKSHAN
SAMSTHA'S COLLEGE OF COMPUTER
APPLICATION FOR WOMEN

- Name of the Head of the institution **Dr. MRS. SAMIKSHA VIVEK NIKAM**
- Designation **Principal (in-charge)**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **02162227647**
- Mobile No: **9822024691**
- Registered e-mail **mkssccawsatara@gmail.com**
- Alternate e-mail **samiksha.nikam@maharshikarve.org**
- Address **Maharshi Karve Stree Shikshan
Samsthas, College of Computer
Application for Women, 714 / A
Shaniwar Peth, Satara**
- City/Town **SATARA**
- State/UT **MAHARASHTRA**
- Pin Code **415002**

2.Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Women**

- Location **Urban**
- Financial Status **Self-financing**
- Name of the Affiliating University **Smt. Nathibai Damodar Thackersey Women's University**
- Name of the IQAC Coordinator **Dr. MR. DHANANJAY RAOSAHEB VIDHATE**
- Phone No. **02162231052**
- Alternate phone No. **9822350452**
- Mobile **9822350452**
- IQAC e-mail address **mksssbcasatara@gmail.com**
- Alternate e-mail address **vidhatedhananjayr@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

Nil

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.maharshikarvebcasatara.org/AcademicCalendar.aspx>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.58	2022	12/07/2022	11/07/2027

6.Date of Establishment of IQAC

02/07/2015

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8.Whether composition of IQAC as per latest

Yes

NAAC guidelines

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 2

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

- Data updated on website for stakeholders.
- Conducted employability skill development workshop for students. (android app development and PHP)
- Conducted online activities for students. (Alumni talk, Placement drive, Guest lectures)
- Conducted orientation programme for students.

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

Plan of Action	Achievements/Outcomes
Decision to collect online feedback from students.	Online feedback collected, analyzed and documented.
ZEP lecture series conducted for entrepreneurship development on Women's Day.	Experts delivered lectures for development of entrepreneurship skills among students.
To conduct placement drive for BCA students.	Drive was successfully conducted and 45 students placed in the IT companies.
Preparation for NAAC PTV	Prepared successfully for PTV. Principal, Coordinator, criteria head presentations and other arrangement is done for peer team members.

13. Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S COLLEGE OF COMPUTER APPLICATION FOR WOMEN
• Name of the Head of the institution	Dr. MRS. SAMIKSHA VIVEK NIKAM
• Designation	Principal (in-charge)
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• Mobile No:	9822024691
• Registered e-mail	mkssccawsatara@gmail.com
• Alternate e-mail	samiksha.nikam@maharshikarve.org
• Address	Maharshi Karve Stree Shikshan Samsthas, College of Computer Application for Women, 714 / A Shaniwar Peth, Satara
• City/Town	SATARA
• State/UT	MAHARASHTRA
• Pin Code	415002
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• Type of Institution	Women
• Location	Urban
• Financial Status	Self-financing

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• Name of the IQAC Coordinator	Dr. MR. DHANANJAY RAOSAHEB VIDHATE				
• Phone No.	02162231052				
• Alternate phone No.	9822350452				
• Mobile	9822350452				
• IQAC e-mail address	mksssbcasatara@gmail.com				
• Alternate e-mail address	vidhatedhananjayr@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	Nil				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.maharshikarvebcasatara.org/AcademicCalendar.aspx				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.58	2022	12/07/2022	11/07/2027
6.Date of Establishment of IQAC			02/07/2015		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	2	
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<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
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- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	25/01/2023

15. Multidisciplinary / interdisciplinary

As per National Education Policy 2020, college is providing short term and vocational courses to develop all-round capabilities for holistic development of students. College offer NSS, sports and cultural activities along with routine academic activities. College is running programmes like BA, BCom and BCA of different streams. We are in the initial phase of integration of science and humanities for credit-based courses, college have to wait for university guidelines. College is preparing itself to strengthen the research activities through research cell. College is promoting teachers to participate in various research activities by providing them financial assistance.

16.Academic bank of credits (ABC):
<p>As per suggestion of SNDT Women's University, we have started awareness process of ABC which permit students to avail the benefit of multiple entry and exit during the chosen programme. College is preparing itself to have collaborative activities to enable credit transfer through ABC. Pedagogical approach is followed which is student centric. A pedagogical approach includes approaches used in the classroom where teacher become a mentor and help students to achieve their learning goals. In the academic year 2021-22, we have created awareness through user manual, video files, studied different steps how to create account for Academic bank of credit and followed steps included in the NEP 2020 guidelines.</p>
17.Skill development:
<p>To develop skill among students, college run employability skill development programme which include preparation of written test, interview, group discussion and final HR interview techniques. It helps to increase placement ratio of students. We also conduct various soft skill programmes. We are running BCom vocational programme which help students to get vocational education in the field of commerce and IT. College celebrate birth and death anniversary of National leaders. College organizes programmes like youth day, blood donation camp, environment day, residential camp in nearby village to inculcate good qualities and responsibilities among students. College is also planning to organize more value-based programmes in the near future.</p>
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
<p>College is offering BCA, BA, BCom programmes for students. Programmes BA and BCom are offered in Indian language like Marathi. College is promoting Indian language by celebrating "Marathi Bhasha Gourav Din" programme every year. We also publish magazine "Maharshi" every year which is written by students of college which is in Indian language. Faculties follow online and offline mode for convenience of students.</p>
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
<p>College takes efforts to develop a system where all aspects of education are focused on outcome of course. College follows the curriculum of SNDT Women's University which is student centric which has certain goals of developing skills and knowledge of student. College tries to develop positive attitude and other</p>

qualities which will lead students to successful life.

20.Distance education/online education:

As per guidelines of NEP college is planning to offer various vocational courses through online learning mode. Various information technology tools are used by teaching staff as efforts towards blended learning. Google Classroom, Zoom, Google meet, YouTube are used by staff for online teaching, learning, assignment and interaction with students.

Extended Profile

1.Programme

1.1 181

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 822

Number of students during the year

File Description	Documents
Data Template	View File

2.2 799

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 283

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic	
3.1	15
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	15
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	17
Total number of Classrooms and Seminar halls	
4.2	51.07
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	64
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

For the effective curriculum delivery an institution follows well-planned process and maintains all required documents in the various formats.

Academic year 2021-22 was partially online and offline due to COVID-19 pandemic situation.

Following steps were carried out during the year:

- Online (Term-I) and offline (Term-II) programmewise time tables were prepared and shared with the students.
- Orientation programme was organized to aware students with different cells running in the institution.
- Online tests, weekly tests, unit tests etc. were conducted for continuous internal evaluation of students.
- Guest lectures , Industrial visits, Workshops etc. were organized to support curriculum.
- Online/ Offline term end examinations were conducted as per university guidelines.
- Online Feedback was collected from stakeholders through well-designed feedback forms and critically analyzed.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

An institute declares academic calender at the beginning of academic year by considering the annual calendar of S.N.D.T. University. This calendar includes planning of curriculam and co-curriculum activities that will be carried out throughout the year. This calendar includes schedule of syllabus completion, internal and external assessment and submission, university level and college level examination, practical examination etc. In addition there is inclusion of NSS activities, cultural programmes, holidays etc.

Academic calender is published on instituion's website. It is helpful for teaching staff, non-teaching, and students to know about curricular and co-cuerrricular activities and exam schedule.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.maharshikarvebcasatara.org/AcademicCalendar.aspx

1.1.3 - Teachers of the Institution participate C. Any 2 of the above

in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

5

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

53

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

53

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The Institute is affiliated to S.N.D.T. Women's University, Mumbai and follows curriculum prescribed by the university and offers courses related to Gender, Environment and Sustainability, Human Values and Professional Ethics. Following is the list of courses offered:

Sr.No.

Program Name

Course Code

Name of the Subject

Semester

1

BCA

2104

Environmental Science & RTI

Sem-II

2

BA(English, Economics)

130200

Women in Changing India

Sem-I

3

BA(English, Economics)

230400

Environmental studies

Sem-II

4

BCom, BCom(Vocational)

245209

Sem-II

Gender: In BA-I "Women in changing India" is taken as part of syllabus. This subject provides information about the changes taking place among women in India. As a part of it, the college implements various activities for the overall development of the students as follows:

- Guest Lectures
- Women's Day Celebration

Environment and Sustainability: The subject "Environment Studies" is a part of BCA, BA and Bcom curriculum. The college makes special efforts to conserve the environment. Through the 200 volunteers of NSS cell various activities are carried out for environment protection like:

- Tree Plantation
- Cleanliness Drive

Human Values and Professional Ethics:

To inculcate Human Values and Professional Ethics various departments organizes guest lectures and activities for students.

- Women's Day Celebration
- Blood Donation Camp

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

5

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

230

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://maharshikarvebcasatara.org/FAAR.aspx

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1080

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

233

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students gets admitted in the college from diverse social and economic backgrounds. The ability and extent of learning of students are influenced by their own qualities. So, on the basis of earlier year results, slow and advanced learners are identified. The college takes proactive methods to enhance their academic performance in weak subjects: English, Accountancy and Mathematics. Various methodologies are used accordingly to address the needs of students

Strategies for Advance learners :

- To organize Workshops, guest lectures with the support of advanced concept.
- To organize special placement skill training programme .
- To encourage them for inter-collegiate competition.
- To provide Hands-on experience
- To encourage students for self-learning by using internet and other ICT tools.
- To provide e-links of MOOCs on SWAYAM, NPTEL.
-

Strategies for slow Learners:

- To Conduct Bridge Course of Mathematics, Accountancy to level up their knowledge in the respective subject.
- To form small groups and organize remedial and tutorial classes to give them support to the areas in which they are seen to be lacking
- To use different study techniques, question banks , presentations on basic terms and revision lectures.
- To conduct sessions for Concept clarification and problem solving exercises.
- To interact with students and concerned subject teacher helps to improve their academic performance .
- To give Personal, academic and career-related counselling

from time to time.

File Description	Documents
Link for additional Information	https://maharshikarvebcasatara.org/AQAR2122/2.2.1%20advance%20&%20slow%20learners.pdf
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
822	15

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Our college actively takes efforts on student centric education and takes various measures for development of students' academic and other skills. This method includes the following :

Experiential Learning

Experiential learning is a process of learning through experience which connects the classroom knowledge to real-world situation.

- Organize industrial visits to bridge the gap between classroom theoretical learning and practical training.
- Conduct training sessions and workshops help understand the theories and practices
- Arrange trade-fair for students to experience their theoretical knowledge.
- Give experiential knowledge of subjects like Android App Development, Mobile Site

Participative Learning

Participative learning is based on experimental learning that lets

students to feel, think, and help them

- Encourage to participate in various co-curricular activities organized in collaboration with prestigious organizations which gives them exposure to the work and views of leading experts, academicians.
- Encourage them to write for research papers.
- Conduct Employability Skill Development Program to make them confident in presenting themselves and be industry ready.
- Participate in NSS to understand the community in which they will work, to develop their overall personality.

Problem-Solving Learning

Problem-solving learning encourages students for critical thinking to find solutions in real-life situations

- Enrichment of their research skills through the engagement of their project work which tests their application skills gained through it.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://maharshikarvebcasatara.org/AQAR2122/2.3.1%20experiential%20participative%20%20problem%20solving.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college continuously encourage to use modern advanced ICT tools in all aspects of curriculum. These methods of teaching promote student's engagement and enhance the learning ability of students. The college always aims to provide up-to-date ICT infrastructure for students and faculty members. The college always aims to provide up-to-date ICT infrastructure. The student's learning experiences are enhanced by the teachers' use of educational technologies and the effective usage of ICT-enabled tools.

Our college has dedicated digital classrooms for all programs with the use of multimedia teaching aids like LCD projectors, internet-enabled computer/laptop systems.

Along with this, the faculty members also use blogs, Google classroom, various applications for online teaching viz. Zoom, Google Meet. They also use PPTs, Video clippings and online resources to expose the students for advanced knowledge and practical learning

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

15

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	No File Uploaded

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

172

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The mechanism of internal assessment refers to the processes and methods used by institution to evaluate and measure the performance of students within the institution. As University has introduced semester pattern. 25 marks for each paper are for internal assessment and 75 marks are for external examination. It is necessary for B.A. B.Com. students to secure at least 9 marks and for BCA students at least 10 out of 25 for each course during each semester in order to become eligible for external examination by the University.

The policy of Internal evaluation of students is discussed at the

time of monthly meeting with Principal

For B.A. B.Com faculty (25 marks)

1. Tests - 10 marks
2. Assignment/presentation/oral -10 marks
3. Attendance - 5 marks

For BCA faculty (25 marks) :

1. Test - 10 marks
2. Assignment - 5 marks
- 3.Attendance - 5 marks
4. Oral - 5 marks

Transparency of Internal Assessment :

The Internal Assessment Evaluation Criteria is discussed with students in detail for the transparency and robust mode.

Internal assessment is taken though various relevant methods such as Oral , Unit test, project work , practical examination, assignment etc.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://maharshikarvebcasatara.org/AQAR2122/2.5.1%20Internal%20Assessment.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The college has a well-defined system to deal Internal examination related grievance. The Faculty members address the rightful grievance of the student relating to the marks obtained in the internal assessment.

The Internal Assessment is conducted through Class Tests, Tutorials, Assignments, Projects and Presentations. All of these

together constitute an integral part of Internal Examination which is carried out in a well-planned and systematic manner. The college has a precise and clear online system where each student.

In case of any discrepancies regarding internal assessment, the student is free to interact with the teacher and get it resolved immediately. Grievance like failure of the students to give exam on the prescheduled dates during the pandemic resolved at the departmental level by conducting re-exams at college level for such students.

Questions regarding University final exam results, mark sheet corrections, and other university-issued certifications are handled at the University examination section after being sent through the college examination section. Students may apply for reassessment and retotalling by submitting a fee on the university's website if they are not satisfied.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Effective teaching-learning makes it necessary that both the teachers and students are informed clearly about the programme outcomes and course outcomes of the programmes offered. Program Outcomes (POs) and Course Outcomes (COs) are framed by the extensive discussion with all faculty members and stakeholders. These are explicitly stated and posted on the college website. Following the achievement of consensus, the information is extensively disseminated and popularized via various methods described below.

Each department of the college communicated the Programme Outcomes, Programme Specific Outcomes at the commencement of classes, and it is clearly displayed on college website. and discussed in classes. Parents are also informed about PSOs at Parent- Teacher meetings. At the Orientation Programme and Principal's Address to fresher students, Programme outcomes are also communicated.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The attainment of the POs, PSOs, and Cos plays an massive role to assure the enhancement of the college. The college regularly evaluates the performance of the students to achieve their learning goals. It includes internal evaluation and external evaluation.

For BCA, BA, BCom courses, unit tests, class tests, continuous internal assessments, tutorials, group discussions, students' seminars and viva voce are a few means of evaluating the attainment of learning outcomes as well as internal evaluation. For external evaluation, semester examination is conducted by University which covers the entire syllabus of a course to measure the attainment of all COs related to a course.

At the same time, observations of student knowledge and skills against measurable course outcomes are evaluated the attainment of CIE for each programme throughout the year.

- Higher studies
- Placements

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

180

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.maharshikarvebcasatara.org/FAAR.aspx>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	View File
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

7

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

1

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers

in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Objectives of Extension Activities has to emphasize overall development of the students through extension activities. Institute has been keen in inculcating social awareness in students through extension activities. With this view, the extension activities are conducted through National Service Scheme (NSS). The cell of NSS, major emphasis is given on student involvement, service orientation and holistic approach for students to groom them as good citizens. During pandemic conditions activities organized either online or offline mode. NSS cell organized Free COVID Vaccine Drive for vaccination awareness. "International Yoga Day" was celebrated for making the students mentally and physically fit. Blood Donation Program organized in collaboration with the Mauli Blood Bank for social awareness. The special efforts have been taken for the inculcation of social awareness in the students through the activities like Swachhata Pakhwara Cleanliness Campaign under Swachh Bharat Abhiyan. The institute organized the Mission Sahasi Self Defense Training Program to develop various techniques to protect women students from violence. Institute organized Slogan & poster making competition to celebrate National Voters Day to ensure themselves about their rights. NSS organized Awareness Program for the Development of Tribal Community to inculcate social awareness among students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

4

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college campus has -

- Building A - 3077.54 Sq. mtrs
- Building B - 1604.20 Sq. mtrs.
- Building A has 278 Sq. mtrs. multipurpose hall.
- Virtual Classroom
- Library and Reading Room with good number of Reference books, Competitive exam books, Journals and Book-bank Facility.
- A well-furnished ICT enabled Principal Cabin
- ICT enabled Administrative Office
- MKCL KLiC lab for various skill development courses
- 4kW, 8 kW Solar Power System

Building A

Particulars

Basement

- Multipurpose Hall
- Bar For Handicapped Students, Fire Extinguisher, 3 CCTV Cameras

First Floor

- Principal Cabin
- Administration Office
- Staff Room
- Conference Room

Second Floor

- Classrooms with ICT

Third Floor

- Classrooms with ICT

Fourth Floor

- Classrooms with ICT

Staircase And Lobby

- 4 Washrooms, 5 Notice Boards, Suggestion Box,

Building B

-

Basement

- Computer Lab 1, 2, 3
- Gents Staff Room

Ground Floor

- Library, Study Room
- Tejaswini Health Club
- Virtual Classroom
- Counseling Room

First Floor

- MKCL Klic Lab
- Classrooms

Second Floor

- 5 Classrooms

Details of ICT Devices

LCD Projector: 9 Laptops: 6

Computers: 70 Scanner/Copier:3

Printers: 4 Access Point: 1

UPS:7 Router: 4

Vigilance System: CCTV with 17 cameras Switch: 6

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

1. Sports Cell

College has adequate facilities for sports, game and cultural activities.

- Sports (outdoor) area: 984.9 Sq.mtrs.

Year of establishment: 2008

User rate: Daily

- Sports indoor

Year of establishment: 2008

User rate: Daily

Indoor games practiced in the college campus, Multipurpose hall and sports activity room.

- College has fully equipped gymnasium named Tejaswini Health Club.

College participate in near about 17 games (indoor, outdoor, athletics) at Intercollegiate, Samstha level, University level competitions.

2. Cultural Cell

Every year the college conducts various cultural programs. On Foundation Day cultural activity cell conducts 14 to 17 different cultural activities. Students participate in Zonal, State and National Level competitions. Institute provides experts' special training for students.

For all these activities, following facilities are provided by college -

- College has 'Cultural Activity Cell' to guide and help the students participated in various cultural activities.
- Multipurpose Hall is available for practicing purpose and conducting cultural activities.
- Students also use classrooms after college hours for doing practice of various kinds of cultural events.
- Dev Sabagraha Hall (314.85 Sq. Mtr.) is centralized facility of Samstha which is used for the same purpose.
- Sometimes college also hires outdoor Auditorium for cultural programmes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

17

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

4.35

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

College library is enriched with books, journals, magazines etc. Role of software package is most crucial in the success of library automation. College library is automated using Integrated Library Management System (ILMS). College has installed partially automated iSLIM-21 (System for Library Information and Management) software.

- Name of ILMS Software : ISLIM 21
- Nature of Automation : Partially Automated
- Version : 1.7.1
- Year of Automation : 2021

College library software includes features to automate library staff functionality related to Cataloguing system, Circulation system. Following are services offered with iSLIM:

- Cataloguing module of ISLIM software is used to digitally keep track of books and other material available in the library. Books will be catalogued by title, subject, author and date of publishing.
- The Circulation module of ISLIM software covers all the operations related to circulation from creating member records to printing of reminders for outstanding books. The main features of the circulation module are single screen issue, return and renewal of library material with total details of members, membership records with photo and statistical reports on membership.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.27

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

29

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

College makes provision in annual budget for maintenance purpose.

College has appointed Maintenance Department for time to time upgradations of all types of equipments and facilities. This department keeps track and analyze the type of upgradations.

Classrooms are updated to digital classrooms with installation of projectors. Internet access and Wi-Fi facility is available in the classrooms. Classrooms are provided with laptop, speakers on demand. College time to time replaces or updates old configuration computers to required new configurations. Institute upgrades hardware and software as per requirement of latest syllabus. Recently 35 computers are purchased with latest required configurations. 4 printers and 3 scanner/copier machines are available for printing and Xerox purpose in college. As per requirement college hires hardware engineers for maintenance of ICT tools. Laptops are available to take advantage of mobile access. Anti-virus softwares are upgraded periodically. For UPS system Annual Maintenance Contract is prepared.

Unlimited internet access and Wi-Fi facility is provided to students and staff members at all the locations. College has recently up graded internet connection with 50 mbps fiber internet connection (FTTH, 500 GB) line.

Various locations of college premises are under CCTV surveillance. viz. Entrance, Corridors, Study Room, Computer Labs, Multipurpose Hall etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

70

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

46.72

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

- College has made separate provision for maintenance in annual budget.
- LMC monitors overall functioning of facilities and services.

- Administrative office pays attention towards care and maintenance of classrooms, lavatory and campus of the college with the help of non-teaching staff and outside agency.
- For the proper safety provisions antivirus purchased and renewed annually. Labs and computer related facilities are checked by technical staff and they kept monthly record. College takes help from outside agencies for maintaining of all these facilities.
- Library staff with takes care of library assets.
- For the maintenance of fire extinguishers as well as electricity generator and UPS the college has AMC with the local service provider.
- The support staff cares for the water coolers and cleans it on every Saturday. The water filter cartridges are changed periodically.
- College security is well-maintained with the help of CCTV cameras and outside security organization also.
- Sports department takes care of all the necessary material and facilities. Maintenance of indoor sports material is looked after by the sports in charge with the help of students.
- For the maintenance of electronic equipment, metal equipment and furniture items College takes help of outsourced agencies.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

209

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

75

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to institutional website	https://maharshikarvebcasatara.org/AQAR2122/5.1.3skillEnhancement.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1741

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1741

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

56

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

35

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

MKSSS College of Computer Application for Women has a vision for imparting quality education for the empowerment of women and believes in giving opportunities to the Students for their holistic development. The institute has a Student Council which works as a bridge between students & Administration.

Student Council should be established every year during the first term. The purpose of the student council is to give an opportunity to students to develop leadership qualities, confidence, a sense of responsibility, and active participation in various college

activities. The Student Council helps students to share their ideas, interests & concerns with teachers & management. The composition of the council includes President (Principal), General Secretary, Sports Secretary, NSS Secretary, Cultural Secretary, and various class representatives.

The activities and functions of the Student Council:

1. To coordinate all extracurricular activities and annual function of the college.
2. work as volunteers in NSS, cultural , sports events etc.

Students actively participate in various committees like

1. Anti-ragging Committee
2. Internal Complaints Committee
3. Internal Quality Assurance Cell
4. NSS Cell
5. Cultural Cell
6. Library Committee
7. Magazine Committee
8. Grievances Redressal committee
9. Training & Placement Cell

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

1403

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The mission of the Alumnae Association is to foster strong bonds between alumnae, students and the college. Developing an active and engaged alumnae network empowers both the Institute and its graduates. Alumni association functions to shape policies and overall development of the college.

Following are some contributions by alumni-

1. Expertise alumni are invited to deliver academic lectures for BCA students on subject like 'Alumna talk on Journey of their career Development'on 25th Sep.2021. Alumni Katkar Apurva, Suryawanshi Akshada, Sapkal Rutuja help the institute by guiding their juniors about current trends, by sharing their knowledge and experience with our students.
2. Expertise alumni are invited to deliver academic lectures for Bcom ,BA students on subject like 'Alumna talk on Journey of their career Development'on 25th Sep.2021. Alumni Pawar Prajkata help the institute by guiding their.

The college website and other social media are the best means to have a fruitful communication with the alumni and former faculties scattered all over the world. The alumnae are the brand-ambassadors of the institution. Institute is in the process of forming a registered alumni association.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

To be renowned institute for imparting quality education for empowerment of women

Mission:

- To provide quality education to girl students from rural and semi urban population irrespective of caste, religion and diverse socioeconomic status.
- To develop competent women IT professionals with capability to contribute effectively for the society.
- To equip and empower students with relevant knowledge, competence and creativity to face challenges.
- To enhance mutual understanding, cooperation and to inculcate social as well as ethical values among the students.

Nature of governance:

- At the top of governance, Samstha has Management committee to manage the various units of Samstha. The Management Committee is formed by elected members from industry, trustees and life workers and employees' representatives.
- The College Development Committee comprises Chairman,

elected representative from teaching and non-teaching faculty, experts from academia, industry, social service and Principal as a convenor.

- College Development Committee meeting is held every 2 to 3 months to review progress of the college, give approval to various college activities and sanction funds for procurement.
- Principal monitors and coordinates overall institute's operations to ensure effective functioning of the institute.

Various academic and extension activities reflecting the vision and mission of the college are organised frequently.

File Description	Documents
Paste link for additional information	https://www.maharshikarvebcasatara.org/AboutUs.aspx
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution believes in collective leadership and democratic traditions which are reflected in the decentralization of practices. College manages various activities through the functioning of different committees, cells, and clubs involving student representations.

Covid19 Pandemic situation, the global outbreak applied many changes and hence the purely online teaching and learning throughout for on-campus courses also. IQAC contributed to ensure regular student engagement in online mode. The major objective was to retain students' interest in the uncertain time, helping them to maintain a positive mind-set.

Case Study:

Online and Offline Orientation Programme during Pandemic Situation:

Institute organized 'Orientation Programme' for first year B.C.A, B.A, B.Com students with the aim to kick-start their academic journey with holistic approach as per its regular practice. Orientation Programme was scheduled from 20th September to 27th

September 2021.

Orientation programme was conducted by their mentors in online and offline manner to guide students how to attend online lectures awareness about online learning, introduction about curricular & co curricular activities, Google meet presentation. The students are oriented about Credit system, Pattern of evaluation etc.

Outcome:

- Students knew about how to install & use online resources like Google classroom, Google meet.
- Students knew about how to study positively.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In academic year 2021-22, The College made a perspective plan considering the five years as a post accreditation step for the overall development of college. College has decided to install fully automated system to upgrade library management system for cataloguing and scheduling system.

Case Study:

Prolific use of Integrated Library Management System:

College library is automated using Integrated Library Management System (ILMS) with iSLIM-21 (System for Library Information and Management) Software in 2021.

Software Name: ISLIM 21

Version: 1.7.1

It includes features to automate library staff functionally related to cataloguing system, circulation system & scheduling.

- iSLIM easily controls and maintains library's periodicals,

magazines in the most efficient way. It manages traditional and complicated subscription, e-databases, e-journals, Bound volumes and many more resources.

- It is used to digitally keep track of books and other material available in the library. Books will be catalogued by title, subject, author and date of publishing.
- The software covers all operations related to circulation from creating member records to print of remainders for outstanding books.
- The main feature of the circulation module are single screen issue, return and renewal of library material with total details of members, membership records with photo and statistical reports on membership.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college has a well framed internal organisational structure for decision making process

1. Parent institute:

The General Body of the parent institute Maharshi Karve Stree Shikshan Samstha is the apex governing body. There are various bodies in the institute such as trustee, Life Members body and Management council. The General Body approves and monitors the policies and plans. It selects the President, the secretary, joint secretary (administration) and joint secretary

(Finance) of the institute.

2. College Development Committee:

College Development Committee prepares the budget and financial statements, recommends to the Management to fulfil the vacancies, discusses the academic progress of the college, and makes

recommendations to the Management for the up gradation of teaching in the college. It advises the Principal on academic and other activities.

3. Principal and College Administrative Committees:

Principal looks after smooth functioning of academic and administrative activities. Heads of departments assist her in this matter. The college administration office looks into the matters related to admissions, eligibility, and examination. It provides the clerical support which is necessary to maintain records and to interact with the Stakeholders, University and Government offices.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.maharshikarvebcasatara.org/Cycle1/6.2.2.1%20Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

List of existing welfare measures by Management & Institute:

- Timely credit of salary to bank account of an employee. In each month the employee gets the salary on time through bank account only.
- Diwali advance payment to permanent non-teaching staff.
- Samstha provides 180 days fully paid maternity leave to its all-female employees during pregnancy.
- Medical leaves are also given to all employees as per Samstha guideline.
- The Samstha contributes specific amounts towards Employees' Provident Fund of an employee as per PF rules, keeping in view the future safety of employee.
- Mediclaim Policy for teaching and non-teaching staff of which 75% amount of premium is paid by Institute.
- The Institute has provides concession in the college fees for employees wards.
- Financial support is provided to staff to attend conference/ workshop.
- Felicitation of teaching and nonteaching staff for their achievements.
- Non-teaching staff is provided the opportunities to participate different courses/ seminars related to computer literacy, administrative skills etc. for up gradation of their knowledge.
- Wi-Fi Facility is made available to staff members.
- Gym Facility is also provide to staff member.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

One of the important resources in providing quality in higher education system is human resources. This includes teaching and non-teaching staff. It helps in providing quality education. The cycle of this activity starts with planning of human resources recruitment programs, feedback and analysis all ensure that they are utilized to develop strategies to upgrade the professional competence of the staff through various mechanisms.

The mechanism being applied for the performance appraisal of staff includes the assessment, conclusion of their assigned duties and responsibilities in the areas of academic, co-curricular, extra co-curricular, administrative affairs, institutional development research work and social work.

Details of the Performance Appraisal System

The performance is also evaluated on the basis of feedback posited by students at the end of each semester. It evaluates teaching methodology creativity and level of understanding. The self-appraisal form is filled by the teaching and non-teaching staff at the end of academic year.

Analysis of feedback is done by principal.

Outcomes:

The best part of the feedback based appraisal is that each faculty becomes aware of self-weakness and tries to improve oneself in

those areas.

File Description	Documents
Paste link for additional information	https://www.maharshikarvebcasatara.org/FAAR.aspx
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Principal and Account Department prepares the college budget at the beginning of the financial year. The budget is prepared into two sections:

1. 4 months proposed budgets

2. 8 months actual expenses

- The budget is presented before Budget Committee of Samstha. It gets scrutinized and changes suggested by the budget committee are taken into account. Final budget is approved by the Samstha budget committee.
- Voucher of each expense is prepared by Account Department & approved by principal.
- Each and every element is discussed in College Development Committee (previously known as LMC) and curative option is considered.
- External audit is conducted in the month of April of every year.
- It is conducted by authorised Chartered Accountant who is appointed by Samstha. The external audit is conducted by G. D. Apte & company, Pune.
- The scope of audit is receipts, payments, income a, expenditure & balance sheet. Audit describes the examination and verification of financial records. It is to ensure that financial information is represented fairly and accurately.

Thus, the financial records of the college are audited internally and externally during the year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

2.901

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Resource mobilization is a process, which identifies the resources essential for the development, implementation of continuation of work for achieving the Institute's Mission.

The main source of earning for the institution is from the fees of the students. However, the Parent Samstha provides funds to meet short comings.

Strategy for mobilization of funds:

- Maharshee Karve Stree Shikshan Samstha is a charitable trust. It runs on the donations and fees received from the students.
- Samstha collects donations from various strata of the society and provides funds to run the institution.
- The Institution, MKSSS's College of Computer Application for Women is affiliated to S.N.D.T. University, Mumbai. The college students are eligible to receive various State Government Scholarships' such as 'Samaj Kalyan.'

- All the fees collected from the students through online or offline mode are deposited in the college bank.
- Fund which is released to Institute is used for day to day demand.
- Samstha provides funds for conducting day to day activities of college as well as branding, sponsoring of social and technical events suitable for progress of the institution under the Samstha.
- The parent organization MKSSS provides the funds and makes the ends meet if there is a short fall.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

IQAC has contributed significantly for institutionalizing the quality assurance strategies & processes for student development through conducting academic courses.

1. Interactive dashboard FDP

Interactive Dashboard FDP is arranged to keep teachers updated with the Advance features of Excel for this purpose Four days Online FDP of Interactive Dashboard organised by our parent institute MKSSS centre for skill development for upgrading skill in teaching methodologies through technology, FDP was achieved by 16 faculty members from 21.1.2022 to 1.2.2022. Interactive Dashboard useful to perform day to day task.

2. Online Feedback System:

Institute has a set system for feedback system of teaching staff and is developed as per guidelines of IQAC. Institute puts efforts to upgrade the competency of teaching staff by taking feedback from every student for each subject through online. Every student fill google form & give feedback. The evaluation parameters for teaching staff are related to knowledge about subject, subject teaching, communications skill, contribution to student welfare and discipline and out-reach activities. The main parameters are

result oriented completion of syllabus in time, communications skills, work approach etc.

File Description	Documents
Paste link for additional information	https://www.maharshikarvebcasatara.org/FAAR.aspx
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

I. Academic review through periodical meetings:

- As per suggestion of IQAC, the college development committee meets periodically to plan policies relating to admissions, academic programs and infrastructure development.
- In these meetings issues related to teaching and learning processes are discussed and decisions are taken.
- The teachers follow the instructions given by the University and IQAC for overall development of the students.
- For maintaining the quality of academic process, the actions taken are -preparation of academic calendar, execution of the academic plan through close monitoring by academic coordinators, system of internal assessments , continuous up gradation of teaching resources, library resources and monitoring of the students,

II. Internal Assessment through Mini Project:

IQAC is constantly Suggest some or the other activities in the college for the overall development of the students Mini Project is one of them. Mini Projects provide opportunities for expansion of knowledge & skills & broader learning Experience. Project work enhance improve a person's thinking abilities, and making them sharper and more profound over time. Moreover it helps them their verbal and written communication skill. Student will be able to practice acquired knowledge within the chosen area of technology for project development.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

A) Safety and security:

1. The security guard is appointed in college premises to maintain continuous surveillance on the harmful activities. The surveillance systems with set of 17 CCTV cameras are installed at appropriate locations. Suggestion box is installed in the college building and its follow up is taken by the Grievance Redressal Committee.
2. The Internal Complaint Committee and an Anti-Ragging Committee which to ensure a harassment, ragging-free environment for all those who are studying or working in the

college.

3. Fire extinguisher has been installed in the college premises. Regular check-up of Fire extinguisher is done by concerned person.
4. Legal awareness programmes are organised for awareness about sexual harassment at workplace, sexual abuse to the students. This makes the students aware of their rights and women's law.

B) Counseling:

1. Counselling can help students to talk openly about their issues which can negatively impact their studies.
2. College organizes all important activities associated with the Counselling of students in groups and at individual level. The college has Mentor- Mentee scheme which plays a role of a counsellor who tries to understand student's problems and guides them for improving their personal and academic development.

File Description	Documents
Annual gender sensitization action plan	https://maharshikarvebcasatara.org/AQAR2122/Gender%20sensitization%20action%20plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://maharshikarvebcasatara.org/AQAR2122/Specific%20facility.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Solid waste management:**

The college considers that cleanliness is a necessity for overall development. Activities under "Swachh Bharat Abhiyan" to be made as a part of community service under NSS Dept. of the college. For the collection of waste, floor wise separate dustbins are kept. Dry waste is collected in the big dustbin & dumped in the municipal transport which specially arranged for that purpose.

After certain period, solid waste, generated through answer papers, newspapers is sold to scrap vendors for recycling process.

- **Liquid waste Management**

In the college campus, for the awareness of liquid waste management, various slogan boards are displayed. Wastage of drinking water is restricted through proper monitoring. Proper drainage system is arranged for all building campus.

- **E-waste**

In our college, E-waste Management Programme is organised by N.S.S Dept. The aim of the programme is to identify and discuss challenges and needs associated with the sensitization and management of e-waste among college students. E-waste activity could not be taken up in pandemic situation. Refilling of tonner & cartridges of printers helps to reuse this material & reduce the E-waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction D. Any 1 of the above

**of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution
system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1.Restricted entry of automobiles**
- 2.Use of Bicycles/ Battery powered vehicles**
- 3.Pedestrian Friendly pathways**
- 4.Ban on use of Plastic**
- 5.landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Ours is a senior college of Maharshi Karve Stree Shikhan Samstha which is attached to school and junior college only for girl's affiliated to S.N.D.T Women's University, Mumbai. Girls who get admission in this college are from local area as well as from nearby villages.

College organizes elocution competition on women empowerment, environment conservation to make students aware about the importance of being environment friendly and also organize online swachha bharat abhiyan to make students aware about cleanliness among society. For the empowerment of girls college organizes self-defense training on the occasion of Savitribai Phule Jayanti. College has arranged lectures on cybercrime which comes under awareness of using social media.

Regional language should be learned by everyone because knowing regional language helps people to communicate and to keep harmony. For Marathi language, college has celebrated "Marathi Bhasha Gaurav Din" on 27th February.

Traditional day is arranged in the college. Students get ready for this day in various traditional costumes of various regions of India. Students get aware with the cultures of other states and areas.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Every year college has celebrates Independence Day and Republic day. These are the days when we come together to thank and remember our great freedom fighters and martyrs who gained freedom for us.

Maharashtra day, it is celebrated to commemorate the creation of a Marathi speaking state of Maharashtra. Voting awareness programme is arranged to ensure students about their rights. Blood donation camp is also arranged with coordination of Mauli Blood Bank.

On the occasion of yoga day, NSS Department conducts an activity about yoga and its practice. It makes the students aware about Yoga for healthy lifestyle. Free covid vaccination drive organized in collaboration with Mandeshi Mahila Bank, Mhaswad to protect people from Covid-19.

NSS Department conducts Orientation Programme for newly registered NSS volunteers. In this programme they are introduced to NSS, its working system, motto, their duties and responsibilities.

In our college every year, International women's day is celebrated on 8th March. It gives information about the importance of women in society and their influence.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

B. Any 3 of the above

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

- College & Kanyashala jointly organizes the program and rally on the occasion of birth anniversary of Bharatratna Maharshi

Karve on 18th April to motivate students to follow his guidelines.

- College also celebrates Republic Day on 26th January and Independence Day on 15th August.
- On 2nd October 2014, Swachh Bharat Abhiyan was launched as a national movement by the Government of India. NSS Dept. of the college organizes "Clean Bharat Abhiyan" in the month of August.
- International Women's Day celebration takes place in college on 8th March to mark a call of action for accelerating gender parity. It is a day for celebrating social, economical, cultural and political achievements of women.
- College also celebrates International Yoga Day every year to mark the importance of Yoga and how beneficial it is for good health.
- NSS Orientation program for students to inculcate social welfare in students.
- National Youth Day is celebrated in college to honour his teachings and ideals. The main objective behind the celebration is to make a better future of the country by motivating the youths and spreading the ideas of Swami Vivekananda. It is a day which creates awareness and provides knowledge about the rights of the people in India.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Employability Skill Development Programme

The placement cell identifies the skills required for placement and imparts proper training to the students, provides internships, organizes workshops Guest lectures. Due to this, the student gets real expert knowledge and increases the confidence level to face

the interview.

- Workshop on: Employability skill development -2, Heartfulness Meditation, Web Design, PHP web development, Android App development.
- Guest Lectures on: Personality development, Competitive exam guidance, CA as career
- Mock interviews
- Industrial Visit
- Alumni Talk

Total 42 students were placed in various companies in the year 2021-22

2. Blood Donation Camp

The NSS cell organizes the Blood Donation Camp in collaboration with Mauli Blood Bank, Satara on 16 July 2021. Prior to donation, the donor students will be Screen to identify their quality of blood to be collected. Students with lower weight limit, lower level hemoglobin is not able to donate blood even students with transmitted diseases cannot give blood.

Total 31 samples were collected in the blood donation camp. We are honoured with award of appreciation by Mauli Blood Bank, Satara. The donor students are given a certificate of appreciation.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The distinctiveness of the BCA College is underscored by a range of factors that contribute to its commitment to inclusive education, skill development, and holistic student growth.

1. **Socially Inclusive Admission Approach:** The College's location in a rural area attracts students primarily from socially disadvantaged and economically weaker sections of society.
2. **Empowerment of Women:** The college sets itself apart by

unwaveringly dedicating itself to the empowerment of women, realizing its vision as a renowned institute for imparting quality education to female students.

3. **Comprehensive Skill Development Programs:** In addition to academic pursuits, the college transforming students into a competent and skilled workforce.

Skill enhancement programs including Personality Enrichment, Employability Skill Development, and Language Skill Development contribute to this comprehensive approach.

1. **Multidisciplinary Add-on Courses for Industry Readiness:** College is running various add-on courses like certificate course in MS Office, Tally, Advance Excel, German language, Guidance for Competitive Exam.
2. **Focus on Extracurricular Development:** The college places attention on the physical, moral, and cultural development of students through NSS, Sports & cultural activities.

Scholarships for Financially Needy Students: College ensures financial inclusivity by providing scholarships to financially needy students through the Samstha, enabling them to complete their education.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

For the effective curriculum delivery an institution follows well-planned process and maintains all required documents in the various formats.

Academic year 2021-22 was partially online and offline due to COVID-19 pandemic situation.

Following steps were carried out during the year:

- Online (Term-I) and offline (Term-II) programmewise time tables were prepared and shared with the students.
- Orientation programme was organized to aware students with different cells running in the institution.
- Online tests, weekly tests, unit tests etc. were conducted for continuous internal evaluation of students.
- Guest lectures , Industrial visits, Workshops etc. were organized to support curriculum.
- Online/ Offline term end examinations were conducted as per university guidelines.
- Online Feedback was collected from stakeholders through well-designed feedback forms and critically analyzed.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

An institute declares academic calender at the beginning of academic year by considering the annual calendar of S.N.D.T. University. This calendar includes planning of curriculum and co-curriculum activities that will be carried out throughout the year. This calendar includes schedule of syllabus completion, internal and external assessment and submission,

university level and college level examination, practical examination etc. In addition there is inclusion of NSS activities, cultural programmes, holidays etc.

Academic calender is published on instituion's website. It is helpful for teaching staff, non-teaching, and students to know about curricular and co-cuurricular activities and exam schedule.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.maharshikarvebcasatara.org/AcademicCalendar.aspx

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

5

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

53

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

53

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The Institute is affiliated to S.N.D.T. Women's University, Mumbai and follows curriculum prescribed by the university and

offers courses related to Gender, Environment and Sustainability, Human Values and Professional Ethics. Following is the list of courses offered:

Sr.No.

Program Name

Course Code

Name of the Subject

Semester

1

BCA

2104

Environmental Science & RTI

Sem-II

2

BA(English, Economics)

130200

Women in Changing India

Sem-I

3

BA(English, Economics)

230400

Environmental studies

Sem-II

4

BCom, BCom(Vocational)

245209

Sem-II

Gender: In BA-I "Women in changing India" is taken as part of syllabus. This subject provides information about the changes taking place among women in India. As a part of it, the college implements various activities for the overall development of the students as follows:

- Guest Lectures
- Women's Day Celebration

Environment and Sustainability: The subject "Environment Studies" is a part of BCA, BA and Bcom curriculum. The college makes special efforts to conserve the environment. Through the 200 volunteers of NSS cell various activities are carried out for environment protection like:

- Tree Plantation
- Cleanliness Drive

Human Values and Professional Ethics:

To inculcate Human Values and Professional Ethics various departments organizes guest lectures and activities for students.

- Women's Day Celebration
- Blood Donation Camp

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year	
5	
File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File
1.3.3 - Number of students undertaking project work/field work/ internships	
230	
File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://maharshikarvebcasatara.org/FAAR.aspx

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1080

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

233

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students gets admitted in the college from diverse social and economic backgrounds. The ability and extent of learning of students are influenced by their own qualities. So, on the basis of earlier year results, slow and advanced learners are identified. The college takes proactive methods to enhance their academic performance in weak subjects: English, Accountancy and Mathematics. Various methodologies are used accordingly to address the needs of students

Strategies for Advance learners :

- To organize Workshops, guest lectures with the support of advanced concept.
- To organize special placement skill training programme .
- To encourage them for inter-collegiate competition.
- To provide Hands-on experience
- To encourage students for self-learning by using internet and other ICT tools.
- To provide e-links of MOOCs on SWAYAM, NPTEL.
-

Strategies for slow Learners:

- To Conduct Bridge Course of Mathematics, Accountancy to level up their knowledge in the respective subject.
- To form small groups and organize remedial and tutorial classes to give them support to the areas in which they are seen to be lacking
- To use different study techniques, question banks , presentations on basic terms and revision lectures.
- To conduct sessions for Concept clarification and problem solving exercises.
- To interact with students and concerned subject teacher helps to improve their academic performance .
- To give Personal, academic and career-related counselling

from time to time.

File Description	Documents
Link for additional Information	https://maharshikarvebcasatara.org/AOAR2122/2.2.1%20advance%20&%20slow%20learners.pdf
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
822	15

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Our college actively takes efforts on student centric education and takes various measures for development of students' academic and other skills. This method includes the following :

Experiential Learning

Experiential learning is a process of learning through experience which connects the classroom knowledge to real-world situation.

- Organize industrial visits to bridge the gap between classroom theoretical learning and practical training.
- Conduct training sessions and workshops help understand the theories and practices
- Arrange trade-fair for students to experience their theoretical knowledge.
- Give experiential knowledge of subjects like Android App Development, Mobile Site

Participative Learning

Participative learning is based on experimental learning that lets students to feel, think, and help them

- Encourage to participate in various co-curricular activities organized in collaboration with prestigious organizations which gives them exposure to the work and views of leading experts, academicians.
- Encourage them to write for research papers.
- Conduct Employability Skill Development Program to make them confident in presenting themselves and be industry ready.
- Participate in NSS to understand the community in which they will work, to develop their overall personality.

Problem-Solving Learning

Problem-solving learning encourages students for critical thinking to find solutions in real-life situations

- Enrichment of their research skills through the engagement of their project work which tests their application skills gained through it.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://maharshikarvebcasatara.org/AQAR2122/2.3.1%20experiential%20participative%20%20problem%20solving.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college continuously encourage to use modern advanced ICT tools in all aspects of curriculum. These methods of teaching promote student's engagement and enhance the learning ability of students. The college always aims to provide up-to-date ICT infrastructure for students and faculty members. The college always aims to provide up-to-date ICT infrastructure. The student's learning experiences are enhanced by the teachers' use of educational technologies and the effective usage of ICT-enabled tools.

Our college has dedicated digital classrooms for all programs

with the use of multimedia teaching aids like LCD projectors, internet-enabled computer/laptop systems.

Along with this, the faculty members also use blogs, Google classroom, various applications for online teaching viz. Zoom, Google Meet. They also use PPTs, Video clippings and online resources to expose the students for advanced knowledge and practical learning

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

15

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	No File Uploaded

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

172

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The mechanism of internal assessment refers to the processes and methods used by institution to evaluate and measure the performance of students within the institution. As University has introduced semester pattern. 25 marks for each paper are for internal assessment and 75 marks are for external examination. It is necessary for B.A. B.Com. students to secure at least 9 marks and for BCA students at least 10 out of 25 for each course during each semester in order to become eligible for external examination by the University.

The policy of Internal evaluation of students is discussed at the time of monthly meeting with Principal

For B.A. B.Com faculty (25 marks)

1. Tests - 10 marks
2. Assignment/presentation/oral -10 marks
3. Attendance - 5 marks

For BCA faculty (25 marks) :

1. Test - 10 marks
2. Assignment - 5 marks
- 3.Attendance - 5 marks
4. Oral - 5 marks

Transparency of Internal Assessment :

The Internal Assessment Evaluation Criteria is discussed with students in detail for the transparency and robust mode.

Internal assessment is taken though various relevant methods such as Oral , Unit test, project work , practical examination, assignment etc.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://maharshikarvebcasatara.org/AQAR2122/2.5.1%20Internal%20Assessment.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The college has a well-defined system to deal Internal examination related grievance. The Faculty members address the rightful grievance of the student relating to the marks obtained in the internal assessment.

The Internal Assessment is conducted through Class Tests, Tutorials, Assignments, Projects and Presentations. All of these together constitute an integral part of Internal Examination which is carried out in a well-planned and systematic manner. The college has a precise and clear online system where each student.

In case of any discrepancies regarding internal assessment, the student is free to interact with the teacher and get it resolved immediately. Grievance like failure of the students to give exam on the prescheduled dates during the pandemic resolved at the departmental level by conducting re-exams at college level for such students.

Questions regarding University final exam results, mark sheet corrections, and other university-issued certifications are handled at the University examination section after being sent through the college examination section. Students may apply for reassessment and retotalling by submitting a fee on the university's website if they are not satisfied.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Effective teaching-learning makes it necessary that both the teachers and students are informed clearly about the programme outcomes and course outcomes of the programmes offered. Program Outcomes (POs) and Course Outcomes (COs) are framed by the extensive discussion with all faculty members and stakeholders. These are explicitly stated and posted on the college website. Following the achievement of consensus, the information is

extensively disseminated and popularized via various methods described below.

Each department of the college communicated the Programme Outcomes, Programme Specific Outcomes at the commencement of classes, and it is clearly displayed on college website. and discussed in classes. Parents are also informed about PSOs at Parent- Teacher meetings. At the Orientation Programme and Principal's Address to fresher students, Programme outcomes are also communicated.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The attainment of the POs, PSOs, and Cos plays an massive role to assure the enhancement of the college. The college regularly evaluates the performance of the students to achieve their learning goals. It includes internal evaluation and external evaluation.

For BCA, BA, BCom courses, unit tests, class tests, continuous internal assessments, tutorials, group discussions, students' seminars and viva voce are a few means of evaluating the attainment of learning outcomes as well as internal evaluation. For external evaluation, semester examination is conducted by University which covers the entire syllabus of a course to measure the attainment of all COs related to a course.

At the same time, observations of student knowledge and skills against measurable course outcomes are evaluated the attainment of CIE for each programme throughout the year.

- Higher studies
- Placements

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

180

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.maharshikarvebcasatara.org/FAAR.aspx>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	View File
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

7

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

1

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Objectives of Extension Activities has to emphasize overall development of the students through extension activities. Institute has been keen in inculcating social awareness in students through extension activities. With this view, the extension activities are conducted through National Service Scheme (NSS). The cell of NSS, major emphasis is given on student involvement, service orientation and holistic approach for students to groom them as good citizens. During pandemic conditions activities organized either online or offline mode. NSS cell organized Free COVID Vaccine Drive for vaccination awareness. "International Yoga Day" was celebrated for making the students mentally and physically fit. Blood Donation

Program organized in collaboration with the Mauli Blood Bank for social awareness. The special efforts have been taken for the inculcation of social awareness in the students through the activities like Swachhata Pakhwara Cleanliness Campaign under Swachh Bharat Abhiyan. The institute organized the Mission Sahasi Self Defense Training Program to develop various techniques to protect women students from violence. Institute organized Slogan & poster making competition to celebrate National Voters Day to ensure themselves about their rights. NSS organized Awareness Program for the Development of Tribal Community to inculcate social awareness among students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

4

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college campus has -

- Building A - 3077.54 Sq. mtrs
- Building B - 1604.20 Sq. mtrs.
- Building A has 278 Sq. mtrs. multipurpose hall.
- Virtual Classroom
- Library and Reading Room with good number of Reference books, Competitive exam books, Journals and Book-bank Facility.
- A well-furnished ICT enabled Principal Cabin
- ICT enabled Administrative Office
- MKCL KLiC lab for various skill development courses
- 4kW, 8 kW Solar Power System

Building A

Particulars

Basement

- Multipurpose Hall
- Bar For Handicapped Students, Fire Extinguisher, 3 CCTV Cameras

First Floor

- Principal Cabin
- Administration Office
- Staff Room
- Conference Room

Second Floor

- Classrooms with ICT

Third Floor

- Classrooms with ICT

Fourth Floor

- Classrooms with ICT

Staircase And Lobby

- 4 Washrooms, 5 Notice Boards, Suggestion Box,

Building B

-

Basement

- Computer Lab 1, 2, 3
- Gents Staff Room

Ground Floor

- Library, Study Room
- Tejaswini Health Club
- Virtual Classroom
- Counseling Room

First Floor

- MKCL Klic Lab
- Classrooms

Second Floor

- 5 Classrooms

Details of ICT Devices

LCD Projector: 9 Laptops: 6

Computers: 70 Scanner/Copier:3

Printers: 4 Access Point: 1

UPS:7 Router: 4

Vigilance System: CCTV with 17 cameras Switch: 6

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

1. Sports Cell

College has adequate facilities for sports, game and cultural activities.

- Sports (outdoor) area: 984.9 Sq.mtrs.

Year of establishment: 2008

User rate: Daily

- Sports indoor

Year of establishment: 2008

User rate: Daily

Indoor games practiced in the college campus, Multipurpose hall and sports activity room.

- College has fully equipped gymnasium named Tejaswini Health Club.

College participate in near about 17 games (indoor, outdoor, athletics) at Intercollegiate, Samstha level, University level competitions.

2. Cultural Cell

Every year the college conducts various cultural programs. On Foundation Day cultural activity cell conducts 14 to 17 different cultural activities. Students participate in Zonal, State and National Level competitions. Institute provides experts' special training for students.

For all these activities, following facilities are provided by college -

- College has 'Cultural Activity Cell' to guide and help the students participated in various cultural activities.
- Multipurpose Hall is available for practicing purpose and conducting cultural activities.
- Students also use classrooms after college hours for doing practice of various kinds of cultural events.
- Dev Sabagraha Hall (314.85 Sq. Mtr.) is centralized facility of Samstha which is used for the same purpose.
- Sometimes college also hires outdoor Auditorium for cultural programmes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

17

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

4.35

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

College library is enriched with books, journals, magazines etc. Role of software package is most crucial in the success of library automation. College library is automated using Integrated Library Management System (ILMS). College has installed partially automated iSLIM-21 (System for Library Information and Management) software.

- Name of ILMS Software : ISLIM 21
- Nature of Automation : Partially Automated
- Version : 1.7.1

- Year of Automation : 2021

College library software includes features to automate library staff functionality related to Cataloguing system, Circulation system. Following are services offered with iSLIM:

- Cataloguing module of ISLIM software is used to digitally keep track of books and other material available in the library. Books will be catalogued by title, subject, author and date of publishing.
- The Circulation module of ISLIM software covers all the operations related to circulation from creating member records to printing of remainders for outstanding books. The main features of the circulation module are single screen issue, return and renewal of library material with total details of members, membership records with photo and statistical reports on membership.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.27

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

29

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

College makes provision in annual budget for maintenance purpose.

College has appointed Maintenance Department for time to time upgradations of all types of equipments and facilities. This department keeps track and analyze the type of upgradations.

Classrooms are updated to digital classrooms with installation of projectors. Internet access and Wi-Fi facility is available in the classrooms. Classrooms are provided with laptop, speakers on demand. College time to time replaces or updates old configuration computers to required new configurations. Institute upgrades hardware and software as per requirement of latest syllabus. Recently 35 computers are purchased with latest required configurations. 4 printers and 3 scanner/copier machines are available for printing and Xerox purpose in college. As per requirement college hires hardware engineers for maintenance of ICT tools. Laptops are available to take advantage of mobile access. Anti-virus softwares are upgraded

periodically. For UPS system Annual Maintenance Contract is prepared.

Unlimited internet access and Wi-Fi facility is provided to students and staff members at all the locations. College has recently up graded internet connection with 50 mbps fiber internet connection (FTTH, 500 GB) line.

Various locations of college premises are under CCTV surveillance. viz. Entrance, Corridors, Study Room, Computer Labs, Multipurpose Hall etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

70

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

46.72

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

- College has made separate provision for maintenance in annual budget.
- LMC monitors overall functioning of facilities and services.
- Administrative office pays attention towards care and maintenance of classrooms, lavatory and campus of the college with the help of non-teaching staff and outside agency.
- For the proper safety provisions antivirus purchased and renewed annually. Labs and computer related facilities are checked by technical staff and they kept monthly record. College takes help from outside agencies for maintaining of all these facilities.
- Library staff with takes care of library assets.
- For the maintenance of fire extinguishers as well as electricity generator and UPS the college has AMC with the local service provider.
- The support staff cares for the water coolers and cleans it on every Saturday. The water filter cartridges are changed periodically.
- College security is well-maintained with the help of CCTV cameras and outside security organization also.

- Sports department takes care of all the necessary material and facilities. Maintenance of indoor sports material is looked after by the sports in charge with the help of students.
- For the maintenance of electronic equipment, metal equipment and furniture items College takes help of outsourced agencies.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

209

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

75

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to institutional website	https://maharshikarvebcasatara.org/AOAR2122/5.1.3skillEnhancement.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1741

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1741

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

56

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

35

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

MKSSS College of Computer Application for Women has a vision for imparting quality education for the empowerment of women and believes in giving opportunities to the Students for their holistic development. The institute has a Student Council which works as a bridge between students & Administration.

Student Council should be established every year during the first term. The purpose of the student council is to give an opportunity to students to develop leadership qualities, confidence, a sense of responsibility, and active participation in various college activities. The Student Council helps students to share their ideas, interests & concerns with teachers & management. The composition of the council includes President (Principal), General Secretary, Sports Secretary, NSS Secretary, Cultural Secretary, and various class representatives.

The activities and functions of the Student Council:

1. To coordinate all extracurricular activities and annual function of the college.
2. work as volunteers in NSS, cultural , sports events etc.

Students actively participate in various committees like

1. Anti-ragging Committee
2. Internal Complaints Committee
3. Internal Quality Assurance Cell
4. NSS Cell
5. Cultural Cell
6. Library Committee
7. Magazine Committee
8. Grievances Redressal committee
9. Training & Placement Cell

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

1403

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The mission of the Alumnae Association is to foster strong bonds between alumnae, students and the college. Developing an active and engaged alumnae network empowers both the Institute and its graduates. Alumni association functions to shape policies and overall development of the college.

Following are some contributions by alumni-

1. Expertise alumni are invited to deliver academic lectures for BCA students on subject like 'Alumna talk on Journey of their career Development' on 25th Sep.2021. Alumni Katkar Apurva, Suryawanshi Akshada, Sapkal Rutuja help the institute by guiding their juniors about current trends, by sharing their knowledge and experience with our students.
2. Expertise alumni are invited to deliver academic lectures for Bcom ,BA students on subject like 'Alumna talk on Journey of their career Development' on 25th Sep.2021. Alumni Pawar Prajkata help the institute by guiding their.

The college website and other social media are the best means to have a fruitful communication with the alumni and former faculties scattered all over the world. The alumnae are the brand-ambassadors of the institution. Institute is in the process of forming a registered alumni association.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

To be renowned institute for imparting quality education for empowerment of women

Mission:

- To provide quality education to girl students from rural and semi urban population irrespective of caste, religion and diverse socioeconomic status.
- To develop competent women IT professionals with capability to contribute effectively for the society.
- To equip and empower students with relevant knowledge, competence and creativity to face challenges.
- To enhance mutual understanding, cooperation and to inculcate social as well as ethical values among the students.

Nature of governance:

- At the top of governance, Samstha has Management committee to manage the various units of Samstha. The Management Committee is formed by elected members from industry, trustees and life workers and employees' representatives.
- The College Development Committee comprises Chairman, elected representative from teaching and non-teaching faculty, experts from academia, industry, social service and Principal as a convenor.
- College Development Committee meeting is held every 2 to 3 months to review progress of the college, give approval to various college activities and sanction funds for procurement.
- Principal monitors and coordinates overall institute's operations to ensure effective functioning of the institute.

Various academic and extension activities reflecting the vision and mission of the college are organised frequently.

File Description	Documents
Paste link for additional information	https://www.maharshikarvebcasatara.org/AboutUs.aspx
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution believes in collective leadership and democratic traditions which are reflected in the decentralization of practices. College manages various activities through the functioning of different committees, cells, and clubs involving student representations.

Covid19 Pandemic situation, the global outbreak applied many changes and hence the purely online teaching and learning throughout for on-campus courses also. IQAC contributed to ensure regular student engagement in online mode. The major objective was to retain students' interest in the uncertain time, helping them to maintain a positive mind-set.

Case Study:

Online and Offline Orientation Programme during Pandemic Situation:

Institute organized 'Orientation Programme' for first year B.C.A, B.A, B.Com students with the aim to kick-start their academic journey with holistic approach as per its regular practice. Orientation Programme was scheduled from 20th September to 27th September 2021.

Orientation programme was conducted by their mentors in online and offline manner to guide students how to attend online lectures awareness about online learning, introduction about curricular & co curricular activities, Google meet presentation. The students are oriented about Credit system, Pattern of evaluation etc.

Outcome:

- Students knew about how to install & use online resources like Google classroom, Google meet.
- Students knew about how to study positively.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In academic year 2021-22, The College made a perspective plan considering the five years as a post accreditation step for the overall development of college. College has decided to install fully automated system to upgrade library management system for cataloguing and scheduling system.

Case Study:

Prolific use of Integrated Library Management System:

College library is automated using Integrated Library Management System (ILMS) with iSLIM-21 (System for Library Information and Management) Software in 2021.

Software Name: ISLIM 21

Version: 1.7.1

It includes features to automate library staff functionally related to cataloguing system, circulation system & scheduling.

- iSLIM easily controls and maintains library's periodicals, magazines in the most efficient way. It manages traditional and complicated subscription, e-databases, e-journals, Bound volumes and many more resources.
- It is used to digitally keep track of books and other material available in the library. Books will be catalogued by title, subject, author and date of publishing.
- The software covers all operations related to circulation from creating member records to print of remainders for outstanding books.
- The main feature of the circulation module are single screen issue, return and renewal of library material with total details of members, membership records with photo and statistical reports on membership.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college has a well framed internal organisational structure for decision making process

1. Parent institute:

The General Body of the parent institute Maharshi Karve Stree Shikshan Samstha is the apex governing body. There are various bodies in the institute such as trustee, Life Members body and Management council. The General Body approves and monitors the

policies and plans. It selects the President, the secretary, joint secretary (administration) and joint secretary

(Finance) of the institute.

2. College Development Committee:

College Development Committee prepares the budget and financial statements, recommends to the Management to fulfil the vacancies, discusses the academic progress of the college, and makes recommendations to the Management for the up gradation of teaching in the college. It advises the Principal on academic and other activities.

3. Principal and College Administrative Committees:

Principal looks after smooth functioning of academic and administrative activities. Heads of departments assist her in this matter. The college administration office looks into the matters related to admissions, eligibility, and examination. It provides the clerical support which is necessary to maintain records and to interact with the Stakeholders, University and Government offices.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.maharshikarvebcasatara.org/Cycle1/6.2.2.1%20Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

List of existing welfare measures by Management & Institute:

- Timely credit of salary to bank account of an employee. In each month the employee gets the salary on time through bank account only.
- Diwali advance payment to permanent non-teaching staff.
- Samstha provides 180 days fully paid maternity leave to its all-female employees during pregnancy.
- Medical leaves are also given to all employees as per Samstha guideline.
- The Samstha contributes specific amounts towards Employees' Provident Fund of an employee as per PF rules, keeping in view the future safety of employee.
- Mediclaim Policy for teaching and non-teaching staff of which 75% amount of premium is paid by Institute.
- The Institute has provides concession in the college fees for employees wards.
- Financial support is provided to staff to attend conference/ workshop.
- Felicitation of teaching and nonteaching staff for their achievements.
- Non-teaching staff is provided the opportunities to participate different courses/ seminars related to computer literacy, administrative skills etc. for up gradation of their knowledge.
- Wi-Fi Facility is made available to staff members.
- Gym Facility is also provide to staff member.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

26

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

17

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

One of the important resources in providing quality in higher education system is human resources. This includes teaching and non-teaching staff. It helps in providing quality education.

The cycle of this activity starts with planning of human resources recruitment programs, feedback and analysis all ensure that they are utilized to develop strategies to upgrade the professional competence of the staff through various mechanisms.

The mechanism being applied for the performance appraisal of staff includes the assessment, conclusion of their assigned duties and responsibilities in the areas of academic, co-curricular, extra co-curricular, administrative affairs, institutional development research work and social work.

Details of the Performance Appraisal System

The performance is also evaluated on the basis of feedback posited by students at the end of each semester. It evaluates teaching methodology creativity and level of understanding. The self-appraisal form is filled by the teaching and non-teaching staff at the end of academic year.

Analysis of feedback is done by principal.

Outcomes:

The best part of the feedback based appraisal is that each faculty becomes aware of self-weakness and tries to improve oneself in those areas.

File Description	Documents
Paste link for additional information	https://www.maharshikarvebcasatara.org/FAAR.aspx
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Principal and Account Department prepares the college budget at the beginning of the financial year. The budget is prepared into two sections:

1. 4 months proposed budgets

2. 8 months actual expenses

- The budget is presented before Budget Committee of Samstha. It gets scrutinized and changes suggested by the budget committee are taken into account. Final budget is approved by the Samstha budget committee.
- Voucher of each expense is prepared by Account Department & approved by principal.
- Each and every element is discussed in College Development Committee (previously known as LMC) and curative option is considered.
- External audit is conducted in the month of April of every year.
- It is conducted by authorised Chartered Accountant who is appointed by Samstha. The external audit is conducted by G. D. Apte & company, Pune.
- The scope of audit is receipts, payments, income a, expenditure & balance sheet. Audit describes the examination and verification of financial records. It is to ensure that financial information is represented fairly and accurately.

Thus, the financial records of the college are audited internally and externally during the year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

2.901

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Resource mobilization is a process, which identifies the resources essential for the development, implementation of continuation of work for achieving the Institute's Mission.

The main source of earning for the institution is from the fees of the students. However, the Parent Samstha provides funds to meet short comings.

Strategy for mobilization of funds:

- Maharshee Karve Stree Shikshan Samstha is a charitable trust. It runs on the donations and fees received from the students.
- Samstha collects donations from various strata of the society and provides funds to run the institution.
- The Institution, MKSSS's College of Computer Application for Women is affiliated to S.N.D.T. University, Mumbai. The college students are eligible to receive various State Government Scholarships' such as 'Samaj Kalyan.'
- All the fees collected from the students through online or offline mode are deposited in the college bank.
- Fund which is released to Institute is used for day to day demand.
- Samstha provides funds for conducting day to day activities of college as well as branding, sponsoring of social and technical events suitable for progress of the institution under the Samstha.
- The parent organization MKSSS provides the funds and makes the ends meet if there is a short fall.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

IQAC has contributed significantly for institutionalizing the quality assurance strategies & processes for student development through conducting academic courses.

1. Interactive dashboard FDP

Interactive Dashboard FDP is arranged to keep teachers updated with the Advance features of Excel for this purpose Four days Online FDP of Interactive Dashboard organised by our parent institute MKSSS centre for skill development for upgrading skill in teaching methodologies through technology, FDP was achieved by 16 faculty members from 21.1.2022 to 1.2.2022. Interactive Dashboard useful to perform day to day task.

2. Online Feedback System:

Institute has a set system for feedback system of teaching staff and is developed as per guidelines of IQAC. Institute puts efforts to upgrade the competency of teaching staff by taking feedback from every student for each subject through online. Every student fill google form & give feedback. The evaluation parameters for teaching staff are related to knowledge about subject, subject teaching, communications skill, contribution to student welfare and discipline and out-reach activities. The main parameters are result oriented completion of syllabus in time, communications skills, work approach etc.

File Description	Documents
Paste link for additional information	https://www.maharshikarvebcasatara.org/FAAR.aspx
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

I. Academic review through periodical meetings:

- As per suggestion of IQAC, the college development committee meets periodically to plan policies relating to admissions, academic programs and infrastructure development.
- In these meetings issues related to teaching and learning processes are discussed and decisions are taken.
- The teachers follow the instructions given by the University and IQAC for overall development of the students.
- For maintaining the quality of academic process, the actions taken are -preparation of academic calendar, execution of the academic plan through close monitoring by academic coordinators, system of internal assessments , continuous up gradation of teaching resources, library resources and monitoring of the students,

II. Internal Assessment through Mini Project:

IQAC is constantly Suggest some or the other activities in the college for the overall development of the students Mini Project is one of them. Mini Projects provide opportunities for expansion of knowledge & skills & broader learning Experience. Project work enhance improve a person's thinking abilities, and making them sharper and more profound over time. Moreover it helps them their verbal and written communication skill. Student will be able to practice acquired knowledge within the chosen area of technology for project development.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES
7.1 - Institutional Values and Social Responsibilities
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year
A) Safety and security: <ol style="list-style-type: none"> The security guard is appointed in college premises to maintain continuous surveillance on the harmful activities. The surveillance systems with set of 17 CCTV cameras are installed at appropriate locations. Suggestion box is installed in the college building and its follow up is taken by the Grievance Redressal Committee.

2. The Internal Complaint Committee and an Anti-Ragging Committee which to ensure a harassment, ragging-free environment for all those who are studying or working in the college.
3. Fire extinguisher has been installed in the college premises. Regular check-up of Fire extinguisher is done by concerned person.
4. Legal awareness programmes are organised for awareness about sexual harassment at workplace, sexual abuse to the students. This makes the students aware of their rights and women's law.

B) Counseling:

1. Counselling can help students to talk openly about their issues which can negatively impact their studies.
2. College organizes all important activities associated with the Counselling of students in groups and at individual level. The college has Mentor- Mentee scheme which plays a role of a counsellor who tries to understand student's problems and guides them for improving their personal and academic development.

File Description	Documents
Annual gender sensitization action plan	https://maharshikarvebcasatara.org/AQAR2122/Gender%20sensitization%20action%20plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://maharshikarvebcasatara.org/AQAR2122/Specific%20facility.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Solid waste management:**

The college considers that cleanliness is a necessity for overall development. Activities under "Swachh Bharat Abhiyan" to be made as a part of community service under NSS Dept. of the college. For the collection of waste, floor wise separate dustbins are kept. Dry waste is collected in the big dustbin & dumped in the municipal transport which specially arranged for that purpose.

After certain period, solid waste, generated through answer papers, newspapers is sold to scrap vendors for recycling process.

- **Liquid waste Management**

In the college campus, for the awareness of liquid waste management, various slogan boards are displayed. Wastage of drinking water is restricted through proper monitoring. Proper drainage system is arranged for all building campus.

- **E-waste**

In our college, E-waste Management Programme is organised by N.S.S Dept. The aim of the programme is to identify and discuss challenges and needs associated with the sensitization and management of e-waste among college students. E-waste activity could not be taken up in pandemic situation. Refilling of tonner & cartridges of printers helps to reuse this material & reduce the E-waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and	D. Any 1 of the above

energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Ours is a senior college of Maharshi Karve Stree Shikhan Samstha which is attached to school and junior college only for girl's affiliated to S.N.D.T Women's University, Mumbai. Girls who get admission in this college are from local area as well as from nearby villages.

College organizes elocution competition on women empowerment, environment conservation to make students aware about the importance of being environment friendly and also organize online swachha bharat abhiyan to make students aware about cleanliness among society. For the empowerment of girls college organizes self-defense training on the occasion of Savitribai Phule Jayanti. College has arranged lectures on cybercrime which comes under awareness of using social media.

Regional language should be learned by everyone because knowing regional language helps people to communicate and to keep harmony. For Marathi language, college has celebrated "Marathi Bhasha Gaurav Din" on 27th February.

Traditional day is arranged in the college. Students get ready for this day in various traditional costumes of various regions of India. Students get aware with the cultures of other states and areas.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Every year college has celebrates Independence Day and Republic day. These are the days when we come together to thank and remember our great freedom fighters and martyrs who gained freedom for us.

Maharashtra day, it is celebrated to commemorate the creation of a Marathi speaking state of Maharashtra.Voting awareness

programme is arranged to ensure students about their rights. Blood donation camp is also arranged with coordination of Mauli Blood Bank.

On the occasion of yoga day, NSS Department conducts an activity about yoga and its practice. It makes the students aware about Yoga for healthy lifestyle. Free covid vaccination drive organized in collaboration with Mandeshi Mahila Bank, Mhaswad to protect people from Covid-19.

NSS Department conducts Orientation Programme for newly registered NSS volunteers. In this programme they are introduced to NSS, its working system, motto, their duties and responsibilities.

In our college every year, International women's day is celebrated on 8th March. It gives information about the importance of women in society and their influence.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

- College & Kanyashala jointly organizes the program and rally on the occasion of birth anniversary of Bharatratna Maharshi Karve on 18th April to motivate students to follow his guidelines.
- College also celebrates Republic Day on 26th January and Independence Day on 15th August.
- On 2nd October 2014, Swachh Bharat Abhiyan was launched as a national movement by the Government of India. NSS Dept. of the college organizes "Clean Bharat Abhiyan" in the month of August.
- International Women's Day celebration takes place in college on 8th March to mark a call of action for accelerating gender parity. It is a day for celebrating social, economical, cultural and political achievements of women.
- College also celebrates International Yoga Day every year to mark the importance of Yoga and how beneficial it is for good health.
- NSS Orientation program for students to inculcate social welfare in students.
- National Youth Day is celebrated in college to honour his teachings and ideals. The main objective behind the celebration is to make a better future of the country by motivating the youths and spreading the ideas of Swami Vivekananda. It is a day which creates awareness and provides knowledge about the rights of the people in India.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Employability Skill Development Programme

The placement cell identifies the skills required for placement and imparts proper training to the students, provides internships, organizes workshops Guest lectures. Due to this, the student gets real expert knowledge and increases the confidence level to face the interview.

- Workshop on: Employability skill development -2, Heartfulness Meditation, Web Design, PHP web development, Android App development.
- Guest Lectures on: Personality development, Competitive exam guidance, CA as career
- Mock interviews
- Industrial Visit
- Alumni Talk

Total 42 students were placed in various companies in the year 2021-22

2. Blood Donation Camp

The NSS cell organizes the Blood Donation Camp in collaboration with Mauli Blood Bank, Satara on 16 July 2021. Prior to donation, the donor students will be Screen to identify their quality of blood to be collected. Students with lower weight limit, lower level hemoglobin is not able to donate blood even students with transmitted diseases cannot give blood.

Total 31 samples were collected in the blood donation camp. We are honoured with award of appreciation by Mauli Blood Bank,

Satara. The donor students are given a certificate of appreciation.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The distinctiveness of the BCA College is underscored by a range of factors that contribute to its commitment to inclusive education, skill development, and holistic student growth.

1. **Socially Inclusive Admission Approach:** The College's location in a rural area attracts students primarily from socially disadvantaged and economically weaker sections of society.
2. **Empowerment of Women:** The college sets itself apart by unwaveringly dedicating itself to the empowerment of women, realizing its vision as a renowned institute for imparting quality education to female students.
3. **Comprehensive Skill Development Programs:** In addition to academic pursuits, the college transforming students into a competent and skilled workforce.

Skill enhancement programs including Personality Enrichment, Employability Skill Development, and Language Skill Development contribute to this comprehensive approach.

1. **Multidisciplinary Add-on Courses for Industry Readiness:** College is running various add-on courses like certificate course in MS Office, Tally, Advance Excel, German language, Guidance for Competitive Exam.
2. **Focus on Extracurricular Development:** The college places attention on the physical, moral, and cultural development of students through NSS, Sports & cultural activities.

Scholarships for Financially Needy Students: College ensures financial inclusivity by providing scholarships to financially needy students through the Samstha, enabling them to complete their education.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. College will study the guidelines of NEP 2020 for its better implementation.
2. To innovate and introduce new job-oriented courses to meet the changing needs of stakeholders.
3. To organize programmes on subjects of general interest for the benefit of student & community.
4. To identify talent among students from various spark and cultural activities.
5. To make available all information online on college website relating to admission, examination, courses, rules, activities, programs, workshops, extension activities and others.
6. To promote use of ICT in teaching, learning and research activities.
7. To sign MOUs with corporate to promote academia industry linkage to enable placement, internship, training etc for students.