

FOR

1st CYCLE OF ACCREDITATION

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

MAHARSHI KARVE STREE SHIKSHAN SAMSTHAS, COLLEGE OF COMPUTER APPLICATION FOR WOMEN, 714 / A SHANIWAR PETH, SATARA 415002

www.maharshikarvebcasatara.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

January 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Maharshi Karve Stree Shikshan Samstha, parent organization of our college is a reputed organization in Maharashtra. This was established by Bharatratna Dr. Maharshi Dhondo Keshav Karve in 1896 for empowerment of women. Today MKSSS has more than 60 educational institutes across all over Maharashtra. It includes primary schools, high schools, vocational schools and colleges. Sanstha has established College of Computer Application for Women in year 2000 for providing educational facilities to women from middle class families and to the students from rural and hilly areas of Satara district. The college is self-financed. Since year 2000 over 4597 students have taken education in this college. College is affiliated to SNDT Women's University, Mumbai. College provides scholarship to the students who are academically strong but belong to the families from economically weaker background. Around 185 students from year 2016-17 to 2020-21 have received this benefit. The college has been awarded twice for best performance in sports by SNDT Women's University. Most of the students show their excellence in academic and co-curricular activities every year. The College offers courses like BCA, B.Com and B.Com (Vocational), BA (English), BA (Economics). Currently 871 students are studying in academic year 2020-21.

Vision

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

Mission

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

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- 1. Safe & Secure Environment for girl students.
- 2. Parents' faith.
- 3. Location is in the heart of the city.
- 4. Highly qualified staff and dedicated faculty.
- 5. Transparent Management.
- 6. Wi-Fi Enabled Campus.
- 7. Strong Support from parent organization "Maharshi Karve Stree Shikshan Samstha Pune".
- 8. Excellent Library & enough ICT resources.

9. Training and placement activities.

Institutional Weakness

- 1. Less number of research publications in reputed journals.
- 2. Curriculum is not at par with needs of industry.
- 3. Requirement of more space for space for sports activities.
- 4. Need of industry collaboration.
- 5. Need of grants to UG course.

Institutional Opportunity

- 1. Improving Industry academic interaction.
- 2. Increasing participation of alumni in the development of college.
- 3. To become an Autonomous Institute.

Institutional Challenge

- 1. Improving quality of admitted students.
- 2. Improving communication skill of students from rural background.
- 3. Involvement of Industry Professionals.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

College of computer Application for Women is affiliated to SNDT Women's University, Mumbai. It follows the curriculum designed by the University. The College offers various university programs which include BCA, BA (English), BA (Economics), B.Com and B.Com (Vocational). The College has started 10 skill development courses of varying duration. These courses are elective. It helps students in choosing different career options apart from routine academic programmes.

Faculty members contribute in curriculum design by participating in various content analysis, workshops for syllabus revision arranged by the university at various colleges. Faculty members are always instructed to prepare their academic teacher file with various contents such as attendance sheets, teaching plan, question bank, syllabus and assignments for better curriculum delivery.

The implementation of curriculum is enforced through academic calendar, time table and academic meetings. The application of subject knowledge is taught to students by taking additional efforts through guest lectures, workshops, industrial visits and MOU's with various organizations. Feedback from stakeholders is obtained regularly in every academic year. The entire process of curriculum implementation is monitored by the Principal of college through monthly meeting and feedback from faculty members.

Teaching-learning and Evaluation

Teaching, learning and evaluation process of college is initiated by transparent and well administered mechanism which follows the rules of government and SNDT Women's University, Mumbai. BCA, BA and BCom students are admitted on the basis of first come first served. An admission process is communicated through the prospectus and informal communication. Entire process of admission is carried out under guidance of Principal. Every year college organizes induction programme for newly admitted students to make them well acquainted with college rules and regulations, campus culture, course contents and various aspects during their college period.

The college has 15 dedicated, qualified and student centric faculty members out of which 5 members have secured Ph.D. degree, two teachers are perusing Ph.D. degree and two teachers are perusing M.Phil. degree. Faculty members contribute in the university examination system as examiner, moderators, paper setter and jr. supervisor.

There is continuous monitoring of students and teachers. The monitoring of students is done through their daily attendance, tests, submissions, preliminary exams, oral, practical, journals, presentations, seminars, internal assessment and tutorials. Attendance of students is strictly monitored and defaulter student's parents are called for discussion during parent meeting. Faculties are also monitored through the feedback from students and monthly meetings. Faculties are motivated to use ICT tools and innovative methodologies of teaching.

Research, Innovations and Extension

College promotes research culture among students and staff. College monitors the issues of research and identifies the need and provides assistance in terms of finance, books and journals to strengthen the research culture. College has done satisfactory work in this area since last 5 years. Five faculty members have completed their Ph.D and one faculty members have completed M.Phil degree. Around 36 research papers have been published and presented in national and international conferences and journals. Total 2 presentations have been awarded. One National conference and one FDP have been organized by college. Two MOU's have been signed with different organizations by the college for overall development of students.

The infrastructure of college possesses well equipped computer lab and library with good number of journal subscriptions to promote research culture among faculty members. Lectures of experts are organized on intellectual property rights. Faculty and students are motivated to present and publish research papers in national and international conferences, workshops and seminars by providing them financial assistance.

College also focuses on the extension activities in order to acquaint the students with society. NSS and sports cells are involved in extension activities over last 5 years. NSS has conducted programmes like cleaning campaign, blood donations, tree plantation, e-waste collection, yoga and cyber security. Sports cell focuses on developing sports skill among students. In academic year 2015-16 and 2018-19 college has been awarded as 'Overall Best (Sr.) Inter Collegiate Team – IIInd place' for the excellent performance in sports. The entire functioning of research and extension activities is monitored by respective committees. Feedback from students, parents and alumni helps in reviewing the activities and further improving them. Collaboration of college with other organizations helps to undergo training, resource sharing, industrial visit and guest lectures.

Infrastructure and Learning Resources

College follows the government rules to meet the infrastructural requirements. The total built up area of college is 4681.74sq.mtr. College has specious classrooms, administrative office and well equipped computer labs. It includes ICT enabled class rooms and computers with latest technologies. Apart from these college has library, seminar hall, parking, solar system, playground, sports, NSS room and multipurpose hall. College has IBPS center, Tejaswini health club for students and Centre for recruitment in police department. 15 KVA generator backups ensure that no work is disturbed due to power failure. College has solar system of capacity 4KW and 8KW. The college is under 24-hour CCTV surveillance. Security guard is appointed for 24 hours to ensure safety of the college. College also provides RO water facility for students and staff. To ensure the safety from fire college has fire extinguisher unit.

College library has enough number of latest books and also supports book bank facility for students. Library has adequate seating capacity which includes reading room and common room for students. College has subscription of national and international printed and e-journals. College library is automated with ILMS software for easy issue and return of books. IT infrastructure of college comprises of adequate number of computers, laptops. All computers in college are connected through LAN and required licensed softwares. Wi-Fi facility is available in campus for smooth teaching and learning process. College class rooms are equipped with LCD projector. College has virtual class room for organizing workshops and training sessions for students, teaching and non-teaching staff. Maintenance of infrastructure is ensured by the college. The maintenance committee of college looks after the new equipment and maintenance of infrastructure in consultation with principal.

Student Support and Progression

College provides financial assistance to the students who are from financially weaker sections of the society. This assistance is provided by college on the behalf of Samstha. Financial assistance is provided as per the rules of government to the students who belong to SC/ST/OBC and open category. Scholarships are made available to the students as per the norms of government of Maharashtra, Central government and rules determined by university.

The alumni association is formed in academic strong relationship with students, college and alumni. Every year college arranges alumni meet. It provides required feedback on developmental activities of the college. College also put up the data of poor students in front of alumni to get the financial assistance from them.

The college has student participation as a member of student council. Every year college conducts several sports, Cultural, extra-curricular and co-curricular activities for overall development of the students. Annual function, Traditional Day, College Foundation Day is conducted every year for exposure of cultural qualities of students. The expenses of sports event are borne by the college. They are provided with sports kit. College provides proper training for both sports and cultural activities from experts prior to competition. Personal counseling is also available for all the students. Bridge courses are made available which include Mathematics and account subjects to bridge the gap in concern subject. Head of placement and training cell coordinates concern employer and arranges for on-campus, off-campus and pool campus drives for students. Employability skill workshops, interview skills and technique sessions are organized every year to support placement and training committee.

Soft skills and confidence building is enhanced through guest lectures and workshops. Creative writing skill of the students is developed through annual magazine 'Maharshi'. Students are given an opportunity to work as an assistant editor through the Students' Editorial Board. Anti-ragging committee, Internal complaint

committee, grievance redressal committee, alumni association take efforts for holistic development of the students.

Governance, Leadership and Management

The college has vision and mission which are communicated to the stakeholders through website, magazine, prospectus and display boards. The college has strategic and perspective plan for its overall development. It involves focusing an area, making action plan to achieve the required goals. At the commencement of academic year, both academic and administrative plan is prepared under the guidance of Principal.

The Management is always open to discuss with teaching and non-teaching staff which has positive effect on the efficiency of institutional process. The college helps financially to the staff for publishing and presenting research papers. College also provides on-duty leave for attending conferences, seminars and workshops. PF facility is provided to most of the staff members. College provides welfare schemes in the form of loan, medical insurance to teaching and non-teaching staff. Uniforms are provided to college peons. The college encourages continuous upgradation for faculty through orientation course, workshop and FDP's.

The process of financial management is supported by internal and external audit regularly. The entire audit process is handled by the parent institution Maharshi Karve Stree Shikshan Samstha, Pune. Financial management is addressed through preparation of budget by the office under the guidance of Principal for academic and administrative purposes. The budget is sanctioned by CDC Committee. The utilization of budget is monitored by CDC committee.

The College is purely non-granted college. It runs on the fees received from students and funds provided by the samstha, from various non-government bodies and philanthropists. The IQAC cell has been formed to strengthen quality assurance system and to improve the teaching learning process. Earlier entire process is monitored by college development committee.

Institutional Values and Best Practices

The College organizes various programmes to address issues like gender equity and sensitivity. College provides counseling facility to the students. College has provided security guard, fire-extinguisher and CCTV camera. The college has taken initiative in maintaining eco-friendly environment. The college has installed LED bulbs to ensure green environment. NSS unit of college organizes tree plantation, e-waste management programmes on regular interval. College faculty, staff and students make use of email account, whatsapp for communication which is moving towards being paperless. Entire college campus is plastic free campus. Ramps are provided for differently abled students. College has solar system.

College takes initiative in addressing issues like human values, professional ethics, duties and rights of Indian citizens, non-violence and truth. Core values of college are displayed on the website. To inculcate human values and professional ethics, college organizes birth and death anniversary of famous Indian personalities. College has maintained complete transparency in its functioning. College apply many best practices including computer literacy programme for Arts and Commerce students, programme for placement activity, programme to create awareness of sports among students from rural area and exposure to cultural activities.



2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Maharshi Karve Stree Shikshan Samstha's College of Computer Application for Women
Address	Maharshi Karve Stree Shikshan Samsthas, College of Computer Application for Women, 714 / A Shaniwar Peth, Satara
City	Satara
State	Maharashtra
Pin	415002
Website	www.maharshikarvebcasatara.org

Contacts for C	Contacts for Communication								
Designation	Name	Telephone with STD Code	Mobile	Fax	Email				
Principal(in- charge)	Mrs. Samiksha Vivek Nikam	02162-227647	9822350452	-	mkssssccawsatara@ gmail.com				
IQAC / CIQA coordinator	Mr. Dhananjay Raosaheb Vidhate	02162-231052	9822024691	-	mksssbcasatara@g mail.com				

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	For Women
By Shift	Regular Day

ł	Recognized Minority	y institution							
I	f it is a recognized m	inroity instituti	on		No				
ł	Establishment Detai	ls							
Ι	Date of establishment	of the college			01-01-2	000			
	University to whic college)	h the college is	affili	iated/ or w	hich gov	erns the	e college (if	f it is a constituent	
	State		Uni	versity na	me		Docum	nent	
	Maharashtra			. Nathibai I ckersey Wo		niversit		<u>Document</u>	
	Details of UGC red	cognition			7				
	Under Section		Date				View Doc	ument	
	2f of UGC			0					
	12B of UGC			N	2				
	Details of recognit AICTE,NCTE,MC		•		•	bodies	like		
	Statutory Regulatory Authority	Recognition/ roval details itution/Depar nt programm	Inst tme	Day,Mon year(dd-1 yyyy)		Validi montl	e	Remarks	
	No contents								
I	Details of autonomy								
С	Does the affiliating un conferment of autonom JGC), on its affiliated	my (as recogniz			No				
ł	Recognitions								
	Is the College recogn vith Potential for Exc	•	s a Co	ollege	No				
Ι	s the College recogni	ized for its perfe	ormar	nce by	No				

any other governmental agency?

Location and Area of Campus								
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.				
Main campus area	Maharshi Karve Stree Shikshan Samsthas, College of Computer Application for Women, 714 / A Shaniwar Peth, Satara	Urban	1.16	4681.74				

2.2 ACADEMIC INFORMATION

Details of Pro	ogrammes Offe	red by the Col	lege (Give Data	a for Current A	Academic year)	
Programme Level	Name of Pr ogramme/C ourse	Duration in Months	Entry Qualificatio n	Medium of Instruction	Sanctioned Strength	No.of Students Admitted	
UG	BCom,Com merce	36	HSC	Marathi	45	44	
UG	BCom,Com merce	36	HSC	Marathi	315	315	
UG	BCA,Bca	36	HSC	English	363	363	
UG	BA,English	36	HSC	English,Mar athi	30	11	
UG	BA,Economi cs	36	HSC	Marathi	330	138	

Position Details of Faculty & Staff in the College

				Те	aching	g Facult	y					
	Prof	essor			Asso	Associate Professor			Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government		1		0		1		0		1	1	0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0
Sanctioned by the Management/Soci ety or Other Authorized Bodies				0				0	J			15
Recruited	0	0	0	0	0	0	0	0	2	13	0	15
Yet to Recruit				0				0				0

	Non-Teaching Staff								
	Male	Female	Others	Total					
Sanctioned by the UGC /University State Government	7			0					
Recruited	0	0	0	0					
Yet to Recruit				0					
Sanctioned by the Management/Society or Other Authorized Bodies				9					
Recruited	6	3	0	9					
Yet to Recruit				0					

		Technical St	aff	
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	0	2	0	2
Yet to Recruit				0

Qualification Details of the Teaching Staff

]	Perman	ent Teach	iers				
Highest Qualificatio n	Professor			Assoc	Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	3	0	4
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

	Temporary Teachers									
Highest Qualificatio n	Professor			Associate Professor			Assist			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	0	9	0	9

	Part Time Teachers									
Highest Qualificatio n	Professor		Associate Professor		Assistant Professor					
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	8	0	8

Details of Visting/Guest Faculties							
Number of Visiting/Guest Faculty	Male	Female	Others	Total			
engaged with the college?	0	0	0	0			

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	871	0	0	0	871
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme	Year 1	Year 2	Year 3	Year 4		
SC	Male	0	0	0	0	
	Female	78	74	77	78	
	Others	0	0	0	0	
ST	Male	0	0	0	0	
	Female	2	1	1	1	
	Others	0	0	0	0	
OBC	Male	0	0	0	0	
	Female	189	141	128	133	
	Others	0	0	0	0	
General	Male	0	0	0	0	
	Female	516	581	634	626	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	66	67	61	68	
	Others	0	0	0	0	
Total		851	864	901	906	

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:

Our college is affiliated to SNDT women's university, Mumbai. As per university guideline we are following elective system. We have stream based structure of education so currently we can't follow

	the multidisciplinary nature of subject which offers broader choice of subjects from various faculties/ disciplines.
2. Academic bank of credits (ABC):	Similar to multidisciplinary approach, currently we can't offer multiple entry and exit options and flexibility in choosing subjects. A meeting was conducted by SNDT University to discuss the issue. So it is in process. We are ready to implement it once we get a letter from University as one of the prime objective of NEP 2020.
3. Skill development:	We have designed various skill development courses which provide different skills to student. We offer wide variety of courses in very affordable fees. The courses are more than 30 hrs. duration. They are namely Certificate course in German language and MS office, Mastering in Computer typing & data entry and KLiC Certificate courses in financial accounting with Tally ERP, Web Designing, Desktop publishing, advanced excel & office assistant. We are adding few more courses as per NEP 2020.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Most of the students studying in our college are from rural background & economically weaker sections. They mostly faces the problem of English language, so we follow dual mode of teaching that is teaching in English and Indian language to have better understanding of subject. We take into consideration their culture and background. In near future we are planning to implement online mode of teaching to specific courses or subjects.
5. Focus on Outcome based education (OBE):	To achieve the objectives of NEP 2020, we are planning our routine education, course delivery, assessment, practical and various other parameters to implement outcome based education.
6. Distance education/online education:	Currently we are not having any online/ distance education course in our college. We are collecting feedback from stakeholders from our area. Ours is un- aided & self-financed college, so we have to study all parameters and accordingly have to take the decision in this regard. But we are very positive to take initiative as it is helpful to students who may not always physically present at college.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19		2017-18	2016-17	
181	179	179		179	179	
File Description			Document			
Institutional data in prescribed format			View Document			

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	5	5	5

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19		2017-18	2016-17	
871	906	901		864	851	
File Description			Document			
Institutional data in prescribed format			View Document			

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
799	799	562	562	562

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19		2017-18	2016-17		
263	251	185		195	197		
File Description	File Description			Document			
Institutional data in prescribed format			View Document				

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19		2017-18	2016-17	
15	17	16		16	16	
File Description			Document			
Institutional data in prescribed format			View Document			

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19		2017-18	2016-17
15	17	16		16	16
File Description		Document			
Institutional data in prescribed format		View	<u>Document</u>		

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 17

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
53.95	61.60	37.79	44.02	33.95

4.3

Number of Computers

Response: 68

4.4

Total number of computers in the campus for academic purpose

Response: 62

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The college ensures effective curriculum delivery through a well-planned and documented process as described below:

I. CURRICULAR PLANNING:

To ensure good planning for curriculum delivery following parameters play important role:

• University-

The college is affiliated to Shreemati Nathibai Damodar Thackersey Women's University, Mumbai and follows semester based (two semester per year) curriculum given by University.

• IQAC and CDC -

The Internal Quality Assurance Cell and College Development Committee always guide with valuable suggestions while planning for curriculum.

• Academic Calendar-

For each academic year, the principal and staff prepare a yearly calendar to plan curriculum, co, and extra-curricular activities, which ensures timely completion of syllabus, internal evaluation, and project.

• Time table-

The Timetable committee along with all teachers prepares a semester-wise timetable.

• Teaching plan-

Teachers prepare semester and monthly teaching plans in advance to complete the entire syllabus on time. Following are the contents of the Teacher's File that all teachers maintain for each semester:

- Teacher's information
- Syllabus
- Time Table
- Question Bank
- Teaching Plan

Self Study Report of Maharshi Karve Stree Shikshan Samstha's College of Computer Application for Women

- List of reference books
- Assignments
- Syllabus completion report
- Monthly attendance sheets

• Notification-

Every activity related to the curriculum is informed to students and teachers regularly through a notice board, SMS, Whatsapp, and college website.

II. CURRICULAR IMPLEMENTATION:

To the effective implementation of planning following parameters are helpful:

• Meetings-

Staff Meeting-

Monthly staff meetings are held for planning and implementation of the course. In the first staff meeting at the beginning of the semester, the timetable and subjects are allotted.

Parent Meeting-

Results of the students are given in parent meetings. Also, queries and suggestions from parents are accepted.

• Interactive Teaching –

For effective curriculum delivery, teachers use various ICT tools such as PPT, audio-video clips, and Internet and WiFi facilities. Teachers also share websites, links to e-books, and journals with students. Question Bank and Question papers are made available in the library.

Practicals –

Practicals are conducted in a well-equipped Computer Lab and under the guidance of the subject teacher and lab assistant.

• Bridge Course-

For non-mathematics and non-account students, the Bridge course is available.

• Workshops and Guest lectures-

Workshops like entrepreneur development, employability skill, Mobile site development and other similar activities are organized to encourage self-employability.

• Skill Development Courses-

The identified gaps in curricular are bridged by conducting certificate courses so that students will be enriched with social and industry requirements.

College provides self-designed courses for students such as MS Office basics, Graphics Design, German Language, etc., and certified courses are made available through MKCL KLIC center.

• Evaluation-

The effectiveness of the course delivery is internally evaluated through assignments, weekly tests, seminars, unit tests, prelims, viva, etc. and for external evaluation final term-end exams are conducted.

- **Remedial Classes** are conducted for late, slow learners and students with backlog.
- Feedback-

Feedback forms are collected from students, teachers, and alumni based on the curriculum through welldesigned feedback forms and critically analyzed. Action taken on the feedback report is resolved and implemented to enrich the curricular aspects.

File Description	Document
Upload Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

An institute declares academic calender at the beginning of academic year by considering the annual calender of S.N.D.T. University. This calender includes planning of curriculam and co-curriculum activities that will be carried out throughout the year. This calender 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 notice board and website. It is helpful for teaching staff, non-teaching, and students to know about curricular and co-cuurricular activities and exam schedule.

Institute adhere academic calendar but due to some unavoidable circumstances there is change in schedule of some activities mentioned in the calendar.

Following are the contents of academic calender:

Self Study Report of Maharshi Karve Stree Shikshan Samstha's College of Computer Application for Women

1. Commencement of Semester

Semester wise commencement dates.

2. Commencement of Teaching

Teaching commences after subject allocation, mentor-mentee assignment and semester time table preparation.

3. Teaching Plan Approval

Teacher prepares subject wise teaching plan and get approval by principal.

4. Syllabus completion dates

Date of syllabus completion is decided in the staff meeting to complete the course on time

5. Examination Schedule

There is separate internal and external evaluation for each course. An internal evaluation for all semesters and external evaluation for first year is performed at institute level. An external evaluation is done by the university for second and third year. For internal evaluation unit tests /weekly test /viva /surprise test / online tests /assignments /practical exams etc. are conducted and managed by examination department.

6. Teacher File Submission

At the end of semester teachers submit their file.

7. Cultural Events

Cultural events like college foundation day, Teacher's day, Guru Pournima, Fresher's welcome, Farewell programme, Marathi Bhasha din, Annual function and Prize distribution programme etc. are conducted. Various intercollegiate competitions are also organized on the occasion of college foundation day. Students also take part in university level cultural events.

8. N.S.S. Activities

Under NSS department regular activities are conducted and special residential camp is organized.

9. Sports Events

Under sports department intercollegiate indoor and outdoor sports events are organized for students. Students also take part in Samstha level and University level sports events.

10. Guest Lectures

Guest lectures are organized on various topics based on curriculum/ human value/Advance topics

etc

11. Workshops

Workshops are organized to help students for campus selection and to get additional knowledge of subjects other than curriculum.

12. Industrial visits

Institute arranges industrial visits for students at well-known industries to get real life experience and knowledge.

13. Staff Meetings

Monthly staff meetings are arranged.

14. Parent Meeting

Once in a semester parents meeting is arranged.

15. Feedback Collection

Feedbacks from various stakeholders are collected and analysed.

16. Government and local holiday

17. Conclusion of Semester

File Description	Document
Link for Additional information	View Document

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 last five years

1. Academic council/BoS of Affiliating university

2. Setting of question papers for UG/PG programs

3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

4. Assessment /evaluation process of the affiliating University

Response: C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice I course system has been implemented	Based Credit System (CBCS)/ elective			
Response: 100				
1.2.1.1 Number of Programmes in which CBCS/ Elective course system implemented.				
Response: 5				
File Description Document				
Institutional data in prescribed format	View Document			

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 8

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	2	1	5

File Description	Document
Institutional data in prescribed format	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 31.13

1.2.3.1 Numbe during last five		ed in subject rela	ated Certificate or Ad	d-on programs year wise
2020-21	2019-20	2018-19	2017-18	2016-17
0	0	559	435	368
File Descriptio	n		Document	
	tudents enrolled in S dd-on programs	ubjects related	View Document	

1.3 Curriculum Enrichment

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

Response:

The college follows the guidelines of Maharshi Karve Stree Shikshan Samstha, the 124 years old parent body has been committed to 'Empowerment of Women through Education'. The Institute is affiliated to S.N.D.T. Women's University, Mumbai and follows curriculum prescribed by the university. The University offers courses in different semesters which are 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	Semest	ter
1	BCA	_	Women Issues	Sem-l	II
2	BCA	2104	Environmental Science & RTI	Sem-l	II
3	BA(English,	130200	Women in Changing India	Sem-	·I
	Economics)				
4	BA(English,	230400	Environmental studies	Sem-l	II
	Economics)				
5	BCom,	245209	Environmental studies	Sem-l	II
	BCom(Vocational)				

Gender: The Subject "Women in Changing India " is part of BA-I and "Women Issues" is a part of BCA-I curriculum which has well defined syllabus that covers every issue related to the women. Since college only educates women, most of the activities are related to women. These are as follows:

- Guest Lectures on Women Health Issue
- Women's Day Celebration
- Counseling

Environment and Sustainability: The subject "Environment Studies" is a part of BCA, BA and Bcom curriculum which is well defined syllabus that covers almost every issue related to the environment.

The institute motivates student to apply their knowledge towards protection of environment and encourage students to participate in various activities.

The institute has very active NSS Department which enrolls 200 students from BCA, BA and Bcom faculty every year and conducts various activities such as:

- Tree Plantation
- Tree Conservation
- Tree Exhibition
- Rakshabandhan with Nature
- E-Waste Collection
- Distribution of Paper bags
- Help to flood-victims
- No-Vehicle Day
- Environmental Project Exhibition

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
- Health Checkup Camp
- Rakhi to Solider
- Eye checkup camp
- Visit to old age home
- Blood Donation Camp
- Industrial study tour
- Internship Programme
- Self-Defense Training and Yoga
- Pre-marriage education

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<u>View Document</u>

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 2.79

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	5	5	5

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
Institutional data in prescribed format	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 27.55

1.3.3.1 Number of students undertaking project work/field work / internships

Response: 240

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

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

Response: B. Any 3 of the above

File Description	Document
Any additional information (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. Feedback collected, analysed and action taken and feedback available on website

- 2. Feedback collected, analysed and action has been taken
- 3. Feedback collected and analysed
- 4. Feedback collected
- 5. Feedback not collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

Response: 81.35

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

2020-21	2019-20	2018-19	2017-18	2016-17	
871	906	901	864	851	

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1080	1080	1080	1080	1080

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

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 44.75

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

2020-21	2019-20	2018-19	2017-18	2016-17
258	280	267	277	335

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

2.2 Catering to Student Diversity

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

Response:

Students gets admitted in the college. with varied faculties of learning capabilities and diverse background Therefore, the level of challenge faced by them is also different. Our college organizes induction programme at the beginning of the college for the fresher's and their parents to highlight the importance of courses, course schedule, curriculum coverage, examination pattern, assessment method, extracurricular activities, academic calendar including facilities available at the institution. This induction program would help students and parents to get familiarize with the institution, curricular and co-curricular activities, facilities, rules and regulations etc.

After the completion of admission process, on the basis of earlier year HSC academic results, slow learners and advanced learners are identified. Different strategies are adopted to improve their academic performance in weak subjects: English, Accountancy and Mathematics. Different measures are taken accordingly to address the needs of students with different levels of competence. Our college organises various activities and exercises to raise the attainment level of students.

Strategies for Advance learners :

- To organize Workshops, seminars and guest lectures with the support of advanced concept for enrichment of students
- To organize special placement skill training programme by leading training agencies.
- To encourage students to participate in extra-curricular and curricular activities or events like quiz, elocution, debate etc.
- To provide Hands-on experience like Android App development and Mobile site development
- To encourage students for self-learning by using library, internet and other ICT tools.
- To appoint a Class Representative to develop and enhance leadership skills.
- To motivate students to write articles for Maharshi and also to undertake editorial work.
- To provide extra-library books for them.

Strategies for slow Learners :

- To conduct remedial lectures, assignments and for slow learners to improve their performance. These classes are conducted for students in addition to regular classes.
- To conduct Bridge course of Mathematics and Accountancy by the college for BCA nonmathematics and non-commerce students respectively to fill gap between HSC and first year curriculum.
- To form a structured timetable for BA and BCOM students and followed by concerned teacher to teach them weak subjects to enhance their performance.
- To interact with students and concerned subject teacher helps to improve their academic performance and to clarify their queries
- To organize Parent-Teacher Meetings to communicate performance and attendance of students to their parents regularly.

- To provide question bank by concerned subject teacher and also guide to solve the previous question papers of university to enhance their performance.
- To encourage for peer learning through group discussions and presentations. This aids in building a culture of team work and helps to develop leadership as well as interpersonal skills.

Apart from these academics, students are encouraged for co-curricular and extra-curricular activities such as Sports, NSS, Youth Festival etc. organized by college as well as Samstha and University.

File Description	Document
Upload any additional information	View Document

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

Response: 58:1		
File Description	Document	
Any additional information	View Document	

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

Response:

Our college always focuses on student centric education. College takes various measures for development of students' academic and other skills.

Experiential Learning –

Experiential learning is a process of learning through experience which facilitates students to apply what they have learned through lectures, assignments. Experiential learning gives experience of outside of the classroom.

- College organizes industrial visits for students to clear their academic doubts and to get hands on experience.
- Students from BCA programme are working on computer projects which helps them to get knowledge regarding the recent IT developments and implementation in business units as well as in market.
- Students are actively participating in hands-on training in industry-centric experiments, interdisciplinary projects, lab work and institutional visits.

•

• Student from Arts and Commerce programmes are preparing projects for subject specific subject to facilitate students to know the topic in detail and also to understand different research methodologies.

- College arranges trade-fair for students to experience their theoretical knowledge.
- College has signed MOU with recognized organizations to give experiential knowledge of subjects like Android App Development, Mobile Site Development, Python Programming, Employability Skills etc.
- Training and Placement Cell helps students for getting internship at various organisations.

Participative Learning -

Participative learning means getting students actively involved with the learning process through talking and listening, writing, reading and reflecting.

- Students are encouraged to participate in various co-curricular activities organised in collaboration with prestigious organisations which gives them exposure to the work and views of leading experts, academicians.
- Teachers conduct various sessions like group discussions, seminar, quiz, poster presentation which makes the learning more participative.
- College conducts **Employability Skill Development Program to make them** confident in presenting themselves and be industry ready.
- Add-on courses were introduced for students to empower them for the industrial job requirements
- College motivates students to participate in NSS to understand the community in which they will work, to develop their overall personality. NSS volunteers are selected for special camp considering their sincere involvement in regular activities. Every year college organizes 7 days Residential NSS camp at nearby village.

Problem Solving Learning –

Problem solving is a teaching strategy that implies the scientific method in searching for information. Through it, students can take on some responsibilities for their own learning and can take personal action to solve problems, resolve them which deals with students' critical thinking, creativity and scientific temper, and the college takes some initiatives for them.

- Individual or group project are given to them to enrich their research skills.
- BCA and B.Com (VOCATIONAL)students engage in their practical work in computer lab which test their application skills gained through their courses.
- College offers counselling facility to students for their academic and personal problems.

Overall Development

- Guest lectures and workshops by experts from industry and academic are organized by the respective departments to provide knowledge beyond the prescribed syllabus.
- College conducts cultural activities, sports activities, technical activities, Annual Gathering, various competitions & project exhibitions for the overall development of students.

File Description	Document
Upload any additional information	View Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Chalk & Talk method facilitates the teacher to interpret, explain and revise the content of a topic, only for better understanding of the subject by the learners. But the use of ICT has made the class-room transaction more interesting, that has extended the teaching learning process beyond the boundaries of classroom. It can provide a medium for teaching and learning and contribute flexibility to course provision. This support serves as time consuming device and helps students to enhance the self-learning abilities and knowledge.

All classrooms and computer labs are ICT enabled with projectors installed with internal LAN. Internet access is provided through high-speed fibre optic broadband throughout the campus. College provides all the required facilities of computers, laptops, projector, and software support etc.to faculty members. Virtual lab is used to plan and manage lectures and other activities that enable students to communicate using audio, video, interactive whiteboard, application sharing, text chat and other features as though they are standing face to face in a regular classroom.

E-resources are available in library for staff and students. All the faculty members have attended online workshop as well as Faculty development Programme for the effective use of ICT in teaching learning organized by SNDT Women's University as well as our Samstha.

After getting this practical training, all faculty members themselves are used IT enabled learning tools such as Google Classroom, PPT, Youtube, Video Clippings etc. to enhance students for advanced knowledge and practical learning. All the faculty members show Youtube videos, Films, share links of the stories and articles which is used for supporting the teaching learning process. All faculty members use Google Meet, Microsoft Team, Zoom software for teaching as well as interactive sessions. They share question banks, previous year question papers and reference material on the Google Classroom.

All faculty members as well as students encourages to enroll for eLearning courses like Swayam and NPTEL as a local chapter. All the departments share question banks, previous year question papers and revision material on the Google Classrooms.

The examination department conducts online examination through Google form for online evaluation of the students.

File Description	Document
Upload any additional information	View Document

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

Self Study Report of Maharshi Karve Stree Shikshan Samstha's College of Computer Application for Women

academic year)	
Response: 218:1	
2.3.3.1 Number of mentors	
Response: 4	
File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
Mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
List of the faculty members authenticated by the Head of HEI	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 6.25

2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	1	3	1

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

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)		
Response: 4		
2.4.3.1 Total experience of full-time teachers		
Response: 60		
File Description	Document	
Institutional data in prescribed format	View Document	
Any additional information	View Document	

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Internal evaluation is an integral part of teaching-learning process. It is an opportunity for students to improve their performance. Our college/institution has transparent and robust evaluation process in terms of frequency and variety. 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.

Mechanism of internal assessment:

The policy of Internal evaluation of students is discussed at the time of monthly meeting with Principal and other faculties.

Internal examination :

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

- 1. Two Unit tests (each carries 25 marks) for 20 marks
- 2. Attendance (5 marks)

For BCA faculty (25 marks):

- 1. Weekly tests Avg. (15 marks)
- 2. Assignment (5 marks)
- 3. Attendance (5 marks)

• Transparency of Internal Assessment :

- To ensure that the students are aware of the Internal Assessment Evaluation Criteria. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work Circulars or schedules about Internal Assessment evaluation process are displayed on college notice board and website well in advance. Students are made aware of the same in the class rooms.
- Apart from university prescribed methods, assignments and tests, more relevant methods such as Weekly test, Unit test, presentation, mid-term examinations, oral, assignments, project work etc. are experimented for the internal assessment.
- As per the academic calendar, tentative schedule is prepared and displayed on the notice board, website and communicate to the students.
- For Weekly tests are conducted as per the schedule. Mid-semester examinations are arranged before university examinations. The assessment work is carried out by the concerned faculty in the college. The evaluation reports are prepared within the stipulated time and communicated to the students in the classroom as well as displayed on the website as well as on notice board.
- The answer books are shown on the demand of the students and guided them for their better performance in the forthcoming examination of the university.
- Results are declared within a week from the end of exam. Compiled marks are displayed and communicated to the students.
- To encourage students in co-curricular activities, ten extra marks are assigned who successfully complete the two years of NSS with camp, outstanding performance in cultural activities and Sports activities conducted by the university.
- Every teacher conducts remedial coaching for slow learners in a particular subject.
- This process helps students to know their strengths, weaknesses as well as their progress in study.

File Description	Document	
Any additional information	View Document	
Link for additional information	View Document	

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

Response:

Our college is affiliated to SNDT University and adheres to all the evaluation measures obtained by the University. It complies the rules and regulations for conducting of internal and external examination laid by it. College effectively implements the evaluation reforms prescribed by the University. Issues or problem cases related to examination are handled at the College level or at the University level, depending on the nature of grievances. The grievances related to internal assessment are resolved by the Examination department. Students can approach to mentor, Head of the Examination department, Principal.

It is necessary for the students to fill a prescribed form given by the University with mandatory documents for redressing grievance at college level or University level. The grievances related to absent remark or incorrect entry of marks of internal examination on the University mark sheets of the students, spelling

mistakes in names, subjects, discrepancies in the names of the courses selected on the hall tickets, verification of marks, photocopy of answer book & revaluation of answer book etc. are there.

The redressed grievances for the first year are made at the college level by examination

committee. The grievances of the second year & the third year are redressed by SNDT University. The mechanism for the redressal of grievances is as per university regulation at the both level.

Grievances redressal at college level & university level:

- Internal marks evaluation is communicated to the students during induction programme.
- For grievances related to the internal assessment, student approaches to the mentor as well as Examination department of the college.
- University level grievances are communicated to The University Examination department through examination department of college by E-mail.
- In those cases, time to time follow up is taken for timely redressal.

File Description	Document	
Any additional information	View Document	
Link for additional information	View Document	

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.

Response:

Programme Outcomes are constructed statements that describe what the students are expected to know and would be able to do after the completion of graduation. It relates to the skills, knowledge, and behaviour that students acquire through the programme. **Course Outcomes** are narrower statements that describe what students are expected to know. It results the knowledge skills that students acquires at the end of each course/subject.

Program outcomes and Course outcomes, as the prime objective of the institution, are stated and displayed on college website and communicated to the students and staff in the various ways.

These course outcomes are communicated to the students at the time of admission. It helps them to understand why that knowledge and skills will be useful to them. At the beginning of the academic year during the Induction Programme, students and parents are briefed about the POs and Cos. These outcomes are also communicated to the students by the subject teacher in their respective class. The students are informed about the possible career opportunities at the time of the commencement of the course. Successful alumni are invited to interact with both the students and teachers at specific events. They share how the different courses shaped their careers and thus help students appreciate the program

File Description	Document
Upload COs for all courses (examples from Glossary)	View Document
Upload any additional information	View Document
Paste link for Additional information	View Document

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

Response:

The CO has a set of objectives as prescribed by SNDT University. The evaluation of the attainment of the POs, PSOs, and Cos plays an enormous role to assure the enrichment of the college. To evaluate the performance of the students, college measures the attainment of course outcomes as prescribed by the affiliated University. It includes internal evaluation and external evaluation.

For B.A. and B. Com programme, there are 25 marks allotted for internal and 75 marks for external evaluation. For internal evaluation, two Unit Tests, carrying 25 Marks for each, are considered. It serves them to encourage and to keep up with course content covered in class. The average marks of these two tests, attendance, assignment, mini-project and presentation is considered for 25 marks. 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. The total attainment is the sum of 25% of internal attainment.

For BCA programme, various methods are used for assessing the attainment of each course. Weekly tests are conducted for all the courses. The average percentage of marks, attendance, mini-project, assignment, presentation is considered. At the end of the Semester, Semester examination is conducted by University.

Apart from the prescribed methods given by University, our college uses various innovative methods to evaluate the attainment of CIE for each programme.

- Monitoring the performance of the students through practicals
- Active participation of the students in the activities in cultural, NSS, Sports etc.

After the declaration of University result, the overall result of the students measures the attainment of POs, PSOs and Cos.

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 85.77

2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
263	251	185	195	197

2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
286	273	239	231	237

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process			
Response: 3.86			
File Description Document		Document	
Upload database of all currently enrolled students (Data Template)			

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.2.1 Number of departments having Research projects funded by government and nongovernment agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.2.2 Number of departments offering academic programes

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

File Description	Document
Institutional data in prescribed format	View Document

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 28

3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	6	7	6	7

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.2 Research Publications and Awards

3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

Response: 1.5

3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
8	7	1	2	6

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

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.75

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

2020-21	2019-20	2018-19	2017-18	2016-17	
0	6	1	2	3	
File Descripti	on		Document		
-	on ata in prescribed form	nat	Document View Document		

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 last five years.

Response:

Objectives of Extension Activities:

- 1. To sensitize students with social issues and holistic development
- 2. To inculcate social values in students.
- 3. To emphasize overall development of the students through extension activities.

College always encourages students to involve actively in community services leading their social and holistic development through the NSS unit of the college.

NSS unit organizes following Socio - Cultural activities regularly:

- 1. Swachhata abhiyan
- 2. Tree plantation
- 3. Tobacco/Vyasanmukti Shapathvidhi
- 4. Rallies and street plays
- 5. Swachha Bharat
- 6. Yoga Day
- 7. Flood Relief Activities
- 8. Health Check-up camp
- 9. Blood donation camp
- 10.E-Waste
- 11. Teachers' day
- 12. Satara Hill Half Marathon support

At the beginning of every academic year, the Principal of the college and NSS program officers address students and inform in detail about NSS activities. An NSS unit adopts a nearby village for three years and

all the outreach programs are organized there. Volunteers carry out a cleanliness drive and stay there for a week; in the camp taking up different works like construction of roads and bandhara. College has adopted a village Jakatwadi for last three years. Since 2017-18 Ambawade (Bd) village has been selected as an adopted village.

NSS camp provides an opportunity to the students and also the community to listen to eminent scholars who are invited to deliver talks on important issues like:

1. Health Awareness,

- 2. Environment Awareness,
- 3. Superstitions Eradication,
- 4. Disaster Management,
- 5. Importance of Yoga
- 6. Nirbhaya abhiyan
- 7. Cyber Crimes
- 8. International Women's Day

The students often help the administration in the organization for guest lectures, workshops and social gatherings. College students encouraged competitors in the Hill Marathon along with Rotary club Satara. Rotary Club awarded them with 'Nation Builder Award'.

Extension activities are good platform both professionally and socially. College conducts trade fare every year in the month of December to develop skills and ideas of students, boost their self-confidence and improve leadership qualities in them.

The students, teaching and non-teaching staff paid candle tribute to martyrs in CRPF convoy in Jammu and Kashmir Pulwama attack. Students and staff collected fund for martyrs and it was given to the Satara Sainik Kalyan Vibhag.

Donation activities like Bhaubij nidhi are helpful for needy students to complete their education and basic needs where our faculty and students are involved. Values like sharing honesty, time management, team work, leadership, communication skills, creativity, decision making are inculcated in the students through these activities

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 5

3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

rie Description	Document
Institutional data in prescribed format	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 36

3.3.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	10	11	8	5

File Description	Document
Reports of the event organized	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.3.4 Average percentage of students participating in extension activities at **3.3.3**. above during last five years

Response: 19.99

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., year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
184	200	200	200	97

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.4 Collaboration

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

Response: 14

3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	6	3	3	2

File Description	Document
Institutional data in prescribed format	View Document
e-copies of linkage related Document	View Document
Any additional information	View Document

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 8

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

1 2 2 1	

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document
e-Copies of the MoUs with institution./ industry/ corporate houses	View Document

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Criterion 4 - 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.

Response:

The college has adequate physical facilities to run the various programs. The college campus has Building A with built up area 3077.54 Sq. mtrs. and Building B (Arundhati Dhavale) is 1604.20 Sq. mtrs. Building A has 278 Sq. mtrs. multipurpose hall.

The Building A is purely used for B.C.A. and Building B is used in for B.A. and B.Com.

- The college has adequate number of classrooms to perform its academic activities. (6 Classrooms in Building A, 12 classrooms in the Building B and 4 Laboratories equipped with Computers for practical work)
- Virtual Classroom (Projector, Screen, Logitech Group Cam Setup (Mikes, Console, Camera), Desktop)
- The physical infrastructure of college includes Library and Reading Room with good number of Reference books, Competitive exam books, Journals and Book-bank Facility.
- ICT enabled Classrooms.
- Green Boards in every Classroom.
- A well-furnished ICT enabled Principal Cabin
- ICT enabled Administrative Office
- Computer Lab with internet connection with battery backup up to 4 to 5 hours
- MKCL KLiC lab to run various skill development courses
- The college has 15 KVA generator set for providing backup in case of longer power interruption
- 3 Computer labs are available with internet facility.
- Internet access with Wi-Fi facility is provided to the students and employees for instant accessibility of knowledge.
- 4kW, 8 kW Solar Power System installed is as a green practice.

Building A	Particulars	
Basement	 Multipurpose Hall 4 Speakers,1 Black Board, Bar For Handicapped Students, Fire Extinguisher, 3 CCTV Cameras, Student Council Committee Board 	
First Floor	 Principal Cabin Administration Office Staff Room Conference Room Water Cooler and Purifier, Wash Basin, CCTV Camera, NSS Board, Recruiters Board 	

Second Floor	• Classrooms with ICT : 201, 202		
	Wash Basin, Fire Extinguisher, CCTV Camera		
Third Floor	Classrooms with ICT: 301, 302		
	 Water Purifier and Cooler, Wash Basin, CCTV Camera, Fire Extinguisher 		
Fourth Floor	Classrooms with ICT: 401, 402CCTV Camera		
Staircase And Lobby	• 4 Washrooms, 5 Notice Boards, Suggestion Box, Rankers Board, Student Council Board, Anti-Ragging Committee B	Βοε	
Building B	Particulars		
Basement	• Computer Lab 1, 2, 3		
	(U-1, U-3, U-4)		
	• Gents Staff Room U-2		
	Notice Board, 2CCTV Cameras		
Ground Floor	• Library(G-1A), Study Room(G-1B) • Taiagwini Haalth Club(C 2A, C 2B)		
	• Tejaswini Health Club(G-2A, G-2B) • Virtual Classroom(G-2)		
	 Virtual Classroom(G-3) Counseling Room (G-4) 		
	 Counseling Room (G-4) Girls Washroom 		
	 Onis Washroom Notice Board, Water Cooler, Speaker Box 		
	3CCTV Cameras		
First Floor	 MKCL Klic Lab (F-3) Classrooms: F-1, F-2, F-4, F-5, F-6 		
	 Classfooliis: F-1, F-2, F-4, F-3, F-6 Girls Washroom 		
	 Suggestion Box, 4 Notice Boards, 1 Green Board, 1 Black 	k	
	Board, Fire Extinguisher, Speaker Box, 2 CCTV Camera		
Second Floor	• Classrooms: S-1, S-2, S-3, S-4, S-5	~	
	• 1 Black Board, Fire Extinguisher, 2 Speakers, 2 CCTV Cameras	as.	

L **Details of ICT Devices**

LCD Projector: 7	Laptops: 6
Computers: 68	Scanner/Copier: 3
Printers: 4	Access Point: 1
UPS: 7	Router: 4

Vigilance System: CCTV with 17 cameras	Switch: 6
File Description	Document
Upload any additional information	View Document

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

Response:

The college keeps more emphasis on co-curricular and extra-curricular activities. We encourage students to participate in Sports and Cultural activities. The college has 'National Service Scheme Cell', 'Anti-ragging cell', 'Cultural Activity Cell'.

1. Sports Cell

The college has adequate facilities for sports, game and cultural activities. All required sports material is in good condition and in sufficient number.

Sports (outdoor) area: 984.9 Sq.mtrs.

Year of establishment: 2008

User rate: Daily

The college has well established play ground for playing outdoor games which is spread in the area of 984.9 Sq. mtrs. Various outdoor games are played on the grounds like Kabaddi, Kho-kho, Volleyball, Throw ball, Langadi, Hand-ball, Football, Cricket, Baseball, Badminton, Tug-of-war. Athletic games which are played on the ground include 100m. Running, Shot put, Javelin throw, Triple jump, Disk throw etc. Students do practice of long run (5 km and more) on Satara-Kas road on every Sunday from 6.00a.m. to 8.00a.m. with our sports in charge.

• Sports indoor

Year of establishment: 2008

User rate: Daily

Indoor games like Carom, Chess, and Table-tennis are practiced in the college campus and Multipurpose Hall early in the morning, from 6.30 a.m. to 8.00a.m. and after college hours. Yoga and Suryanamskar are practiced in the Sports Activity Room. Regular sports activities are organized by the sports cell for Intercollegiate, Samstha level, University level competitions.

The college has fully equipped gymnasium named Tejaswini Health Club. Interested students take benefit

of health club from 7.00 a.m. to 8.00 a.m. and 4.00 p.m. to 6.00 p.m.

1. Cultural Cell

'Cultural Activity Cell' of the college constantly encourages students to take part in extra-curricular activities to spark their interests. Every year the college conducts various cultural programs. The college celebrates annual functions like College Foundation Day, Annual Prize Distribution Ceremony, Traditional Day, Fresher's Party for first year students and Farewell Function for last year students.

On Foundation Day cultural activity cell conducts different cultural activity competitions like Essay Writing, Debate, Elocution, Poetry Recitation, Clay Modeling, Poster Making, Collage, Rangoli, Cartooning, Singing, Spot Photography, Acting and Mimicry etc. The college takes participation in various events like One Act Play, Mimes, Skits, Folk Dance, Street Plays, Classical Dance, etc., of Youth festival organized at different places by SNDT Women's university at university level. Selected students participate in Zonal, State and National Level competitions. Institute provides experts' special training for participated 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 in college campus 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	Document
Upload any additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (*Data for the latest completed academic year*)

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 17

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 14.24

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
2.42	14.11	0.82	5.12	10.19

File Description	Document
Upload audited utilization statements	View Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.2 Library as a Learning Resource

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

Response:

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 fully automated iSLIM-21 (System for Library Information and Management) software.

- Name if ILMS Software : ISLIM 21
- Nature of Automation : Fully Automated
- Version : 1.7.1
- Year of Automation : 2020

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.

College has Library committee consisting of librarian and faculty members is formed for every year.

Library Conducts a Book Exhibition to enhance reading habit among the students and faculty members. Library maintains record of previous question papers of all faculties for reference.

File Description	Document
Upload any additional information	View Document

4.2.2 The institution has subscription for the following e-resources

1.e-journals
2.e-ShodhSindhu
3.Shodhganga Membership
4.e-books
5. Databases
6. Remote access to e-resources

Response: B. Any 3 of the above

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	<u>View Document</u>

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.28

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

2020-21	2019-20	2018-19	2017-18	2016-17
0.12	0.78	0.14	0.14	0.23

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Audited statements of accounts	View Document
Any additional information	View Document

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

Response: 1.69

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

Response: 15	
File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

College has adequate IT facilities. College frequently updates IT facilities through various ways to prepare students for today's competitive environment. 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 converted 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. For printing and Xerox purpose college has 4 printers and 3 scanner/copier machines. Time to time College hires hardware engineers for maintenance of ICT tools. Laptops are provided to take advantage of mobile access. Anti-virus softwares are upgraded periodically. Annual maintenance contract is prepared for UPS system.

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.

Most important locations of college premises is under CCTV surveillance viz. Entrance, Corridors, Study Room, Computer Labs, Multipurpose Hall etc.

1. Brief Review of Recent Updates

• Computers:

68 computers-

- 4 Computers–RAM 1 GB/2 GB, HD 80 GB/500 GB, Processor–Genuine Intel(R)
- 14 Computers-RAM 1 GB (Kingstone), HD-160 GB, Processor -Intel Duel core@ 2.60
- 1CPU+10 Terminals (Ncomputing)-8 GB (Kingstone) HD-1 TB, Processor-Intel core i3
- 1 CPU+5 Terminals (Ncomputing)-RAM-8 GB, HD-500 GB, Processor- Intel core i3 2375M CPU @ 3.20 GHz
- 2 CPU+28 Terminals-RAM-16 GB DDR3 Kingston, Hard Disk-1 TB, Processor Intel Core I5 4th Gen
- 10 Computers-RAM-16 GB/8 GB DDR4 Kingston, HD-2TB/1 TB, Processor-Core i7/i5, 7th generation
- 35 Computers-RAM-8 GB, Hard Disk-32 GB/1 TB, Processor-Intel mobile processor Gemini lake 1.10 GHz
- 1 Computer–RAM 8 GB, HD 1 TB, Processor–Intel Core 9th Gen

• Laptop:

1 (i-ball) laptop, 3 laptops (Dell- 4 GB RAM, 500 GB HD, Intel core i3), 3 laptops (8 GB RAM, 1 TB HD, Intel core 15, 10th Generation)

• Scanner with printer:

1 HP laser jet 1005MFP scanner with printer, 1 HP laser jet 1005 MFT, and 1 HP laser jet Pro MFPM132a.

• Wi-Fi connection:

Wi-Fi facilities with BSNL optic fiber(ftth) with 50 mbps/500 GB per month with two connections.

• Internet access:

Three VPN connections with unlimited data and 2 BSNL connections speed 2 mbps.

• Printers:

3 printers (HP laser jet 1020, HP laser jet P 1007, Canon LBP2009b).

• Projectors:

1 Sony movable projector, 2 Dell projectors and 4 Benq Projector MX535P projectors.

• Backup, UPS:

Backup and UPS with10 Exide batteries with 200 Ah, 12/24 v,

MKCL Lab -UPS-DITECH POWER SYSTEM PUNE ON-LINE UPS

Capacity-5 KVA DC. Volt 192V Batteries-AMARON QUANTA 12V 65AH (Qty-16)

File Description	Document
Upload any additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year) Response: 14:1 File Description Document Student - computer ratio View Document

4.3.3 Bandwidth of internet connection in the Institution	
Response: A. ?50 MBPS	
File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 9.7

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

2020-21	2019-20	2018-19	2017-18	2016-17
9.13	9.04	2.54	1.56	2.26

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Audited statements of accounts	View Document

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.

Response:

The college has standard systems and procedures for maintaining and utilizing physical, academic and support facilities on college level as well as the parent institute level.

- College has made separate provision for maintenance in annual budget.
- Maintenance and House Keeping committees take care of various facilities in the college.
- Every department of the college takes care of the optimum utilization and maintenance of their facilities. Local Management Committee monitors overall functioning of facilities and services. The requirements of expenses are sent to the parent institute for approval and funding.
- Classrooms, labs, library, study room facilities are utilized properly by the students and staff as per the schedule and timetable. For the proper use of physical and academic facilities instructions are displayed at the necessary places. Administrative office pays attention towards day to day care and maintenance of classrooms, lavatory and campus of the college with the help of non-teaching staff and outside agency.
- Computer Laboratory: For the proper safety provisions antivirus purchased and renewed annually. For smooth functioning every month all the labs and computer related facilities are checked for smooth conduction of the labs by technical staff and they kept monthly record of it. As and when required college takes help from outside agencies for maintaining of all these facilities.
- Library: College library is enriched with different text books, reference books, magazines, journals and proper schedule is prepared for student and staff to avail it. Study room is also available with library facility. Library staff with takes care of library assets. Library cleanliness is responsibility of supporting staff.
- Fire Extinguishers: Fire fighting system is made available in the college and for the maintenance of fire extinguishers as well as electricity generator and UPS the college has AMC with the local service provider.
- Drinking water: College has installed water purifiers at different locations and the support staff cares for the water coolers and cleans it on every Saturday. The water filter cartridges are changed periodically.
- Water storage tank: To clean water storage tanks of the college, it has biannual plan with local

Self Study Report of Maharshi Karve Stree Shikshan Samstha's College of Computer Application for Women

service provider.

- CCTV: CCTV is used primarily for security purposes. It monitors and offers round the clock surveillance in college area. College security is well-maintained with the help of outside organization also.
- Sports Equipments: 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. The college has sports ground and used for practice in sharing with Kanyashala with the proper time plan. The sports department took proper care of the maintenance of the sports facilities.
- For the minor repairing and maintenance of electronic equipments, metal equipment and furniture items College takes help of outsourced agencies.

File Description	Document
Upload any additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 17.31

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
194	181	132	120	134

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	View Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 4.22

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
49	25	36	40	35

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document

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

1.Soft skills

2. Language and communication skills

3. Life skills (Yoga, physical fitness, health and hygiene)

4.ICT/computing skills

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 95.65

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
871	906	901	864	666

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

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

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

Response: A. All of the above		
File Description	Document	
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<u>View Document</u>	
Details of student grievances including sexual harassment and ragging cases	View Document	

Response: A. All of the above

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 9.19

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
17	30	18	11	24

File Description	Document
Self attested list of students placed	View Document
Institutional data in prescribed format	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 103.8

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 273

File Description	Document
Upload supporting data for student/alumni	View Document
Institutional data in prescribed format	View Document

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

Response: 80

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) year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	3	4	1	0

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	3	4	1	0

File Description	Document
Upload supporting data for the same	View Document
Institutional data in prescribed format	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 88

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) year-wise during the last five years.

2020-21 2	2019-20	2018-19	2017-18	2016-17
0 2	24	32	15	17

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

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

Response:

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.

As per the provisions of Maharashtra Universities Act 1994 section 40(2)(b), Student Council should be established every year during the first term and at least 2 meetings should be held in a year. 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 of students to carry out 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 composition of "Students' council" is as follows:

Principal	Chairman of the Student Council
A Lecturer, nominated by the principal	Member
NSS Program Officer member	Member
The Director of sports and physical education	Member
One student from each class with academic merit at the examination	Members
held in the preceding year and engaged in full-time study in the college,	
nominated by the principal	
One student showing outstanding performance in each activity of Sports,	Members
NSS, NCC, and Cultural Activities, nominated by the principal	
Two female students nominated by the principal	Members
(SC/ST/NT/DTNT/OBC)	
The activities and functions of the Student Council	
1. To monitor various academic and socio-cultural events in the coll	ege
2. To maintain overall discipline on the campus	
3. To coordinate all extracurricular activities and the annual functio	n of the college
4. Raising funds whenever there is a need to fulfil social responsibil	lity
5 Playing a significant role as volunteers in conferences work	when enorth avants and other

5. Playing a significant role as volunteers in conferences, workshops, sports events, and other functions, etc.

Student Council is a group of students in which every student is elected/ nominated by the students of concerned departments/classes. Council members work together to identify & address concerns that affect students directly or indirectly and bring new ideas, requests & feedback to Meetings.

Apart from the various curricular activities, the college is conducting extracurricular activities for the overall development of students. Planning & execution of all these activities is done by the council members in concern with all the students. The student council is actively involved in various activities organised by various cells and department like Teacher's Day, Traditional Day, Fun Fair, intercollegiate indoor & outdoor sports tournament etc.

The magazine department publishes the college magazine 'Maharshi'. The processes like collecting the material, editing, designing & publishing are executed by students. The students are motivated to write articles, poems, stories, travelogues, prepare sketches, and contribute to the magazine.

Students actively participate in various committees like

Anti-ragging Committee
 Internal Complaints Committee
 Internal Quality Assurance Cell
 NSS Cell
 Cultural Cell
 Library Committee
 Magazine Committee

- 8. Grievances Redressal committee
- 9. Training & Placement Cell

File Description	Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 72.2

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

2020-21 20	2019-20	2018-19	2017-18	2016-17
7 91)1	78	82	103

File Description	Document
Upload any additional information	View Document
Report of the event	View Document
Institutional data in prescribed format	View Document

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

Response:

The alumnae are the brand-ambassadors of the institution

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. Alumni association develops relationships between the college and alumni. The members of the association are representatives of diverse alumni and are from different streams.

Non- financial contribution

The alumni contribute in policy making by their representation in the statutory and academic committees.

Following are some contributions by alumni-

- 1. Some of the alumni are expertise in their respective fields. They are invited to deliver academic lectures on the campus. Alumnae association helps to generate opportunity. Alumni help the institute by guiding their juniors about current trends, by sharing their knowledge and experience with our students and this has enabled the institute to improve the quality of students.
- 2. The alumni associated with the social reforms are invited in the NSS camps to encourage the volunteers to do social service. Their experience and participation encourage the volunteers.
- 3. Many alumni have helped the placement department of the college regarding job opportunities in the market.
- 4. Some of the alumni who had represented the college in the cultural festivals and now working in their particular field contribute their role by guiding the students in the cultural activities. Their experience has developed the confidence among the students.
- 5. Some of the alumni are working in the field of mass media and communication. They help in providing feedback on the development of college by sharing their views and opinions and thus developing the image of the college in society.

Our Alumnae is contributing in this manner towards academic development of the institution. Recent Alumni Meet was organized in the academic year 2018-19(22 December 2019) .Total 80 former students were present for alumni meet from BA, BCA & Bcom Faculty.

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 association plans to arrange annual Alumni meet every year to enhance their network. The alumnae are the brand-ambassadors of the institution. Institute is in the process of forming a registered alumni association.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

Criterion 6 - 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

Response:

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, sanction funds for procurement.
- Teaching and non teaching representatives in CDC act as an intermediator between staff and management, thus ensuring smooth functioning and timely implementation of policies.
- 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 to nurture the human values among the students and other stakeholders.

To achieve Vision and Mission:

- The college has been providing higher education to girls / students especially from rural area.
- The institute's mission for offering high standard education to socially and economically backward classes addresses the social necessity, equity and quality.
- The college has been providing job oriented management education for catering business needs.

- The college has been rendering financial help for needy students.
- The college strives to create and maintain an excellent environment in education through constant review and renewals of programmes to include new basic courses, technological advancements, effective teaching and methods of evaluation.
- The college provides various skill development courses through Skill Development Centre.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

The college practices decentralisation and participative management in day-to-day governance. Principal, College Development Committee have the liberty to make decisions. Events and programs in the college are organised with involvement, cooperation and participation of all stakeholders.

Institutional practices are decentralised to a large extent. Various Annual Distribution Committees are formed to plan and monitor the functioning of several departments of the college.

Heads of the departments and various committees with the support of the Principal participate in decision making which create an environment of organisational participatory democracy.

Case:

State Level Sports Conference:

Here is a case study of 'One Day State Level Conference on Sports Management' for physical education instructors and coaches.

On the occasion of 'National Sports Day' on 29th August 2018 this conference was organised by Maharshi Karve Stree Shikshan Samstha's College of Computer Application for Women, Satara in collaboration with S.N.D.T. Women's University Mumbai (Department of Physical Education).

For the organisation of the above mentioned conference an organising committee was formed. To support the committee, other sub committees such as Research Paper Committee, Registration and Certificate Committee, Welcome Committee, Feedback Committee etc were created to distribute workload of organisation among other faculties and staff.

The registration fee of the conference was Rs. 200/-

It creates participatory spirit and unity among the staff of the college. Thus the institution practices

decentralisation and participative management.

Stakeholders participated in the conference:

- University Management
- College administration and teachers
- Students of the college
- Teachers of other colleges from Maharashtra state
- Alumni
- Sport persons

Objectives of the conference:

- Managing and organising skills in sports.
- Development of sport performance in India to reach global heights.
- Focus on skill practice and time management in sports.

Participants were requested to do the paper presentation on the topics:

- Different therapies Healthful in the field of sports.
- Development of Sports quality and success.

Brief Report:

Chief Guest Smt. Maya Pawar, Shiv Chhatrapati Puraskar winner in Rope Mallakhamb described about the importance and need of sports in life. The winner and looser positions of the sports gives lessons of life to a person. She mentioned in her speech that failure is the first step towards success. Smt. Maya Pawar insisted each student and staff member to play at least one sport.

In the first session of conference Mr. Balasaheb Shirkande, Social Worker, Builder and Developer briefed about importance of Yoga and Pranayam. He also practically showed various techniques of Yoga which can be done easily while working in college.

In the second session of conference Prof. Sambhaji Patil, Sports Director Y.C. College, Satara explained about development of sports quality and success.

Alumni and physical educational trainers of various colleges were present for the conference. Sports teachers were awarded with the certificate of excellence by Sport officer Ms Snehal Jagtap.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Introduction:

The college made a perspective plan considering the five years as a post accreditation step for the overall development of college.

- To provide quality education especially for students hailing from rural area.
- To organise national seminar / conference.
- Modernization of existing facilities.
- Expansion of infrastructure by means of Laboratories, Library resources, Conference Hall, Sporting facility.
- To encourage faculty to take up long and short term courses, refresher courses, orientation program, paper presentation, incentives for outstanding performance of faculty.
- To improve computer lab equipments.
- Improving use of ICT for B.A, B.Com faculty.
- Providing P.G. course to students in the same campus.
- To provide various skill development courses through Skill Development Centre.
- To improve English communication skill of the students.
- To increase admission intake for B.C.A / B.A. faculty.
- Digitalisation of Library.
- Improving placement ratio.

Case Study:

Lab Development for various Computer Courses:

In the perspective plan, the college has decided to develop a Skill Development Centre through various skill development courses. It runs thereby making students capable of being better employable and at par with the highly competitive career market.

The plan was put up at the meeting of College Development Committee for the final approval. Rs. 300000/- was received from Mr. Damodar Dattatray Shirgaonkar in the form of fund and Rs. 700000/- was contributed by Samstha. The inauguration of Computer Lab was done by Mr. Damodar Shirgaonkar on 2nd July 2016. Hon. N.D. Patil, Vice Chairman MKSSS, Hon. Mr. Ajit Kuber, Director MKSSS & Chairman B.C.A. College, Satara, Hon. Mr. Ashutosh Pingale, Life Worker MKSSS, Hon. Principal Dr. Samiksha Nikam and college staff were present for the inauguration ceremony.

MKCL Lab was Started with following objectives:

- To develop an intuitive sense of how computer works and how they can be used to make your academic work more efficient.
- To develop soft skills among students.
- To get job and also improve entrepreneurship.
- To increase awareness of opportunities available for an individual with computer application skills.

Operational Mechanism:

- Prof. Dr. K. J. Bartakke was actively working as a co-ordinator since 2016.
- The college has appointed Smt. Asmita Patil as a Lab Instructor.
- There are 28 Computers and 2 Servers in the Lab.
- Daily register is maintained for keeping the record of students.
- College provides various computer courses to College students along with other students in nominal fees.
- The faculties are allowed to use the lab free of charge.
- Maintenance is carried out by hiring technical assistant as and when needed.

File Description	Document
Strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

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

Response:

The college has a well framed internal organisational structure for decision making process and their effectiveness.

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 comprises 12 members. It has been constituted according to the Maharashtra University Act, 1994. It 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. This body has been now reconstituted and named as College Development Committee as per Maharashtra University Act 2016.

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. The principal forms various committees to assist in monitoring and facilitating several activities organized in the college. i.e. Student Council, etc.

Service Rules, Procedures, and Recruitment:

For the recruitments and grievance redressal, the parent institute follows the procedures mentioned in Maharashtra Public University Act 2017, the rules and regulations of the UGC, and statutes of SNDT University for service rules. Besides, the Samstha has its internal mechanism for redressal of the grievances. The promotional policy of the college and parent institute is impartial and transparent.

In the context of the college administration, the Governing Body takes the leadership in decision making process.

The Governing Body of the college consists of -

College Development Committee (2016-2020)

Mr Ajit Kuber – Chairman

Mr. Prasad Gorhe – Member

Mr. N.D. Patil – Member

Mr. Dr. P.V.S. Shastry – Member

Mr. Abhay Gujar - Member

Dr. Pushpa Ranande – Member

Dr. Ashutosh Pingale - Member

Dr. Madhuri Khambete - Member

Dr. Dhananjay Vidhate - Teacher's Representative

Dr. Kalyani Bartakke - Teacher's Representative

Mrs. Ajaya Deshpande - Nonteaching Representative

Dr. Samiksha Nikam– Convener

The Governing Body of the college consists of -

College Development Committee (2021-2025)

- 1. Hon. Shri. Dattaji Thorat Chairman
- 2. Hon. Shri Ravindra Dev Member
- 3. Hon. Shri Kiran Barate Member
- 4. Hon. Shri Prabhakar Sonpatki Member
- 5. Hon. Smt. Savital Kajarekar Member
- 6. Hon. Smt. Swati Shende Member
- 7. Hon. Smt Vrinda Shivade Member
- 8. Hon. Shri Pradyumn Agate Member
- 9. Hon. Smt Madhura Kale Member
- 10. Dr. Dhananjay Vidhate Teacher's Representative
- 11. Dr. Kalyani Bartakke Teacher's Representative
- 12. Mrs. Ajaya Deshpande Nonteaching Representative
- 13. Dr. Samiksha Nikam– Convener

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

Administration
 Finance and Accounts
 Student Admission and Support
 Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Institutional data in prescribed format(Data template)	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The management of Maharshee Karve Stree Shikshan Samstha & college have several measures for well being of Teaching & 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 Samtha 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.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 76.63

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and

towards membership fee of professional bodies year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
24	5	4	25	2

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 24.24

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

2020-21	2019-20	2018-19	2017-18	2016-17
12	7	0	0	0

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

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

Response:

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. Assessment is the result of feedback forms which is filled by the students at the end of each semester. It evaluates teaching methodology, creativity and level of understanding.

The teacher feedback forms are collected every semester. Analysis /Action is taken and conveyed to the concerned teacher in oral or written format.

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 of BCA College Satara. Written format of appraisal form is given to the teaching staff.

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. Faculty with low score is personally counselled by the principal and guided properly for improvement.

Parameter of Evaluation for Teaching Staff:

Evaluation of faculty is done by principal on the basis of following criteria.

- Teaching and Learning
- Co-curricular activities

- Research Contribution
- Extension Activity

Academic Personal File is maintained by each faculty member that reflects their overall planning and performance during academic year.

Parameter of Evaluation for Non-Teaching Staff:

Total year of service, attended developmental training programs, awards, work assignments, work performance, completion of assigned work and its quality, leadership, work approach, capacity of independent work, team work, abilities, decision making capacity, flexibility etc

File Description	Document
Paste link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

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

It includes recurring expenses such as salary, remunerations, office and maintenance expenses, other consumables, printing and stationary etc.

It also includes planned expenses such as lab exp, equipment purchasing & student development 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. The hard copy of final budget is sent to Chairman, Secretary and Head office of Samstha for notification

Internal Audit:

The Samstha has an account department which conducts the Internal Audit of the college. Voucher of each expense is prepared by Account Department & approved by principal. The internal audit team consists of 2 members. All vouchers are checked by internal auditors. The scope of internal audit is review of cash and bank transactions, receipts and payments with GST & its calculations, Staff service book, staff attendance and leave calculations, C.H.B calculations & salary checking etc.

Internal Audit is conducted by Samstha Account Department in every February, once in a year. After the Internal Audit, report is prepared by Internal Audit team and handed over to the principal & secretary of the Samstha. Each and every element is discussed in college development committee (previously known as LMC) and curative option is considered.

External Audit:

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 MJMJ & company, Satara. The scope of audit is receipts, payments, income a, expenditure & balance sheet

Thus, the financial records of the college are audited internally and externally once in a year.

File Description	Document
Upload any additional information	View Document

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

Response: 7.26

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

2020-21	2019-20	2018-19	2017-18	2016-17	
1.371	0.809	1.092	2.70	1.286	

File Description	Document	
Institutional data in prescribed format(Data template)	View Document	
Any additional information	View Document	
Annual statements of accounts	View Document	

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Resource mobilization policy and procedures of the Institution

Introduction:

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 Institution requires funds for salary of staff, day to day expenses for running the institution, for repairs and maintenance of equipments / books / journals etc.

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.

It has following 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 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 Maharshee Karve Stree Shikshan Samstha provides the funds and makes the ends meet if there is a short fall.

File Description	Document	
Upload any additional information	View Document	

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

Response:

IQAC at BCA College has contributed significantly for institutionalising the quality assurance strategies and processes for student development through conducting academic courses, induction program, alumnae meet etc.

Two best practices in institutionalized as a result of IQAC are elaborated below:

1. Teacher's Diary:

• As per suggestion of IQAC, academic personal file is maintained by each faculty member that reflects their overall planning and performance during academic year.

- In the file each faculty member maintained their own information of academic year. Subjects are allotted for each semester.
- Departments are allotted for every year. Each faculty member submits their semester teaching plan for each subject in which total no of lectures required to complete the syllabus are mentioned. This teaching plan gets approved by the principal before beginning of the semester.
- Teacher's diary includes the timetable, total workload, reference books list, internal assessment criteria, and remedial measure for poor performance student, syllabus completion date and result analysis for each subject and semester. Syllabus copies, question banks, question papers of previous 5years, theory assignments, Monthly attendance sheets and monthly teaching reports are also attached to this file.
- Teacher should submit this file at the end of academic year with principal's signature

2. Students Enrichment:

- Enrichment describes activities which colleges provides in order to extend students education beyond their curriculum.
- We provide opportunities for broadening students' educational experience so that they will be able to sustain in further education sector.
- The purpose of enrichment is to provide extended learning opportunities and challenges to students who have already mastered or can quickly master.
- The basic curriculum enrichment gives the student more time to study concepts with greater depth, breadth and complexity.
- Enrichment also provides opportunities for students to pursue learning in their own areas of interest and strength. It keeps advanced students engaged and supports their accelerated academic needs.
- Additional Input
- Dept BCA

Sr. No	Course Name	Duration
1.	Certificate Course in German Language	80 Hours
2.	Online Employability Skill Development Program	2 Days
3.	Workshop on Android App Development	1 Month
4.	IIT Spoken Tutorial test for C, C++	-
5.	Industrial Visit	-

Additional Input

• Dept – BA/B.COM

Sr. No	Course Name	Duration	
1.	Certificate course in Ms-0	Office	
		42 Hrs	
2.			
	Certificate Course in Certificate in	n Klic2 Months	
	Financial Accounting wi ERP	ith Tally	
3.	Computer Typing & C Typing & Data Entry	2 Months Computer	
4.	Preparatory Course for Ba	anking 3 Months	

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The IQAC plays the productive role in the institute by establishing review process and methodologies.

The best two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are as follows:

I. Academic review through periodical meetings:

- At the top of the governance, MKSSS has a management committee comprising of elected management members, trustees, life workers, staff representatives. Committee meets every month and frame policies for development. It reviews implementation of the same.
- At the college level, IQAC is main academic body for monitoring and controlling the various activities planned as per academic calendar. As per suggestion of IQAC, the college development committee meets periodically to plan policies relating to admissions, academic programs and infrastructure development.
- The Principal is the head of the institution provides the leadership to the system. The Principal monitors the teaching and learning process by conducting departmental meetings.
- 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, continuous up gradation of teaching resources, library resources and monitoring of the students,
- Teachers are encouraged to use innovative teaching learning process. IQAC plays vital role in faculty training in the use of advanced teaching methods and evaluation of student feedback, effective counselling to the staff, Internal and External Audit etc.
- Syllabus completion in time.
- Staff motivation as their suggestions, ideas are considered.
- Staff is appreciated on their achievement.
- Identification of needs in academic and administrative process.

II. Remedial Measures through Mentorship:

Through IQAC, the College periodically reviews and continuously upgrades the quality of teachinglearning process by way of evaluation of student feedback, effective counselling to staff and timely internal & external audit for quality assurance. IQAC ensures at the beginning itself the effectiveness of mentoring system to have a close look of student performance. At regular intervals IQAC calls meeting with mentors and guides them to take students to next level

The remedial measures include conducting remedial lectures for the slow learners. From the first semester, based on the performance of the students in their internal continuous assessments, the faculty of each Department identifies the slow learners in order to conduct remedial classes. Special guidance to each student are conducted by college faculty.

Outcomes:

Self Study Report of Maharshi Karve Stree Shikshan Samstha's College of Computer Application for Women

- To encourage students to focus on the study of specific subject in which she was poor performance.
- To help students to understand the difficult part of the subject.
- To improve in student's academic result.
- To improve communication skill of students.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

- **1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2. Collaborative quality intitiatives with other institution(s)
- **3.**Participation in NIRF
- 4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

Response: D. 1 of the above

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

Criterion 7 - 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 last five years.

Response:

A) Safety and security:

College provides following facilities regarding safety and security:

- 1. There is 24×7 hours security in the college. Security guard is appointed in college premises to maintain continuous surveillance on the harmful activities. Complaint box is installed in the college building and its follow up is taken by the Grievance Redressal Committee.
- 2. For the security, closed 17 CCTV cameras are installed in the college premises at various points such as parking, corridors, computer lab to record the activities of the people moving in the campus. Footage of the recording is periodically seen.
- 3. Training sessions of the self -defence are organized for the students.
- 4. The Internal Complaint Committee is to ensure a harassment free environment for all those who are studying or working in the college. It also addresses any harassment complaint, looks after the grievances of girl students and helps them to come up with their problems, to face the challenges & to develop themselves.
- 5. In the college there is an Anti-Ragging Committee which is preserve ragging-free environment in the college campus. This committee is involved in designing strategies and action plan for creating a safe and conductive environment for students to study in college.
- 6. Fire extinguisher has been installed in the college premises. Regular check-up of Fire extinguisher is done by concerned person.
- 7.Lecture on "Cyber Crime" and awareness about the use of social media was arranged for college students for their safety.
- 8.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. College organizes all important activities associated with the Counselling of students in groups and at individual level. Proper counselling can help students to talk openly about their issues which can negatively impact their studies.
- 2. Counsellor converses with the students and suggests possible solutions to student's problems. It also helps students to handle difficulties which they usually face in college life as well as in personal life. Counselling helps them to live a disciplined life. They come to know how to deal with people in different situations and lead a peaceful life.
- 3. Mentor also plays a role of a counsellor who tries to understand student's problems and guides them for improving their personal and academic development. Non-teaching staff also provides proper counselling regarding their queries of scholarship, admission and financial problems.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<u>View Document</u>
Annual gender sensitization action plan	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2. Biogas plant
- 3. Wheeling to the Grid
- 4.Sensor-based energy conservation
- 5. Use of LED bulbs/ power efficient equipment

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

College has implemented the following measures for the management of degradable and non-degradable wastes.

• 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. NSS Dept. of the college organizes "Clean Bharat Abhiyan" of 15 days in college as well as at public places in the month of August. This activity creates mass awareness on cleanliness and hygiene among the students and faculty members & motivates to contribute to the campaign proactively. Inspired by "Swachh Bharat

Abhiyan", the college always strives to keep campus clean and green. In college, faculty members and students are guided to reduce the waste. Dry waste is generated by routine activities. 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. Regular maintaince of drinking water tap, RO Water filter is done by concerned person.

• E-waste

E-waste is one of the main environmental problems. 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 is collected in college campus from Students, nearest offices, Schools etc. It is collected & handover to the organization for recycling.

For maintaining IT infrastructure technician has been appointed. After certain Period, PC's which are not in use, are repaired & transferred to the school run by our trust. Refilling of tonner & cartridges of printers helps to reuse this material & reduce the E-waste.

File Description	Document	
Geotagged photographs of the facilities	View Document	
Relevant documents like agreements/MoUs with Government and other approved agencies	View Document	
Any other relevant information	View Document	

7.1.4 Water conservation facilities available in the Institution:

- **1. Rain water harvesting**
- 2. Borewell /Open well recharge
- **3.**Construction of tanks and bunds
- 4. Waste water recycling
- **5.** Maintenance of water bodies and distribution system in the campus

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

- **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

Response: A. Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

- 1.Green audit
- 2. Energy audit
- 3. Environment audit
- 4. Clean and green campus recognitions / awards
- 5. Beyond the campus environmental promotion activities

Response: C. 2 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1. Built environment with ramps/lifts for easy access to classrooms.
- 2. Divyangjan friendly washrooms
- 3. Signage including tactile path, lights, display boards and signposts
- 4. Assistive technology and facilities for 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

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

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 500 words).

Response:

Tolerance is essential in all spheres of life, at every stage & level because it plays vital role in establish peace and love, from the smallest unit up to the highest unit of society. When living in harmony people can share various kinds of interests and accept different opinions without showing disagreements. 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.

Scholarship is awarded to the students in the caste as well as financial assistance for education is provided by the Institution to the students with poor financial conditions.

College organizes rally for awakening of the mass every year in a village. Subjects to the rally are usually like save girl child, girl education and eradication of superposition. College organizes eye checkup and H.B. checkup camp in village. College organizes lecture on women health, women empowerment, awakening of superstition, cleanliness, etc. to make students aware about the importance of being environment friendly.

College also organizes tree plantation and conservation programme in various area. Blood donation awareness programme and camp is also arranged with coordination of Mauli Blood Bank & HDFC Bank.

For the empowerment of girls college organizes self-defense training and nirbhaya rally. 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. Rally was organized for awareness about Marathi language.

Cultural cell promote a cultural harmony in the students. For this purpose, cultural activities organized to motivate students for participation in national and international events. The students actively participate in various extra-curricular activities like Annual Gathering, Foundation Day Programme etc. Rangoli competition on culture basis, Debate, Essay writing, Elocution, Poetry competitions in Marathi, Hindi, English languages are organized in the college premises on the occasion of the foundation day. So, students with cultural & regional diversities can participate in these competitions. It improves student's

capabilities to work as team also increasing their self- confidence.

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

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Reverence to the National Anthem is a Fundamental duty in India. National Anthem is played every morning in the college campus at 8.15 p.m.

Various fundamental rights and duties are originally provided by the constitution. Constitution day known as 'Sanvidhan Din' was celebrated in college on 26th November to commemorate the adoption of the constitution of India.

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. College conducts flag hoisting ceremony on these days. Maharashtra day, it is celebrated to commemorate the creation of a Marathi speaking state of Maharashtra.

Rakhi's were also made for soldiers and are sent to them on "Raksha bandhan"

Human rights are essential for the overall development of individual. The constitution of India makes provisions for basic rights also known as fundamental rights for its citizens as well as aliens. On 10th December Human Rights Day is celebrated to raise awareness about people's social, cultural and physical rights and to ensure the welfare of everyone. Voting registration and awareness programme is also arranged in the college campus.

Swami Vivekananda Jayanti (National Youth Day) is celebrated in college to honour his teachings and ideals on 12th January. 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.

Teacher's day is celebrated on 5th September every year to honor Dr.Sarvepali Radhakrishnan as it is his birth anniversary, Students also celebrate Guru pornima. Guru holds the most essential position in the life so to give him respect and honor people celebrate guru pornima. On this day students organize the program to thank teachers. 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.

Our college had collected educational material for flood affected areas in Maharashtra with the help of college authorities, staff, NSS volunteers, and students as well as ex/former students. The collected material was handed over to the victims of flood with the help of Sakal Relief Fund. This activity was conducted for awareness of social responsibility.

College also paid tribute to the soldiers on 23rd Feb. 2019 who lost their life for country in Pulavama attack. This activity sensitized students about love for country and respect for the soldiers who are on the boarder for our security.

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	Document	
Details of activities that inculcate values; necessary to render students in to responsible citizens	View Document	

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.

- **1.** The Code of Conduct is displayed on the website
- 2. There is a committee to monitor adherence to the Code of Conduct
- **3.** Institution organizes professional ethics programmes for students, teachers, administrators and other staff
- 4. Annual awareness programmes on Code of Conduct are organized

Response: B. 3 of the above

File Description	Document
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.	<u>View Document</u>
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Our parent body MKSSS is an Indian Education Society engaged in women's education. It was set up by Dr.Maharshi Dhondo Keshav Karve in 1896 as Hingane Stree Shikshan Samstha. Later, the institution was renamed as Maharshi Karve Stree Shikshan Samstha.

Our founder Dr. Maharshi Karve sowed the seeds of empowerment of women through education since 1896. A small sapling that he had planted over a century ago, today has transformed into a beautiful tree. Dr. Maharshi Karve fought for reformation of the society of his era. The Government of India awarded him with the highest civilian award "Bharat Ratna" in 1958.

- 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.
- Students organize Teachers Day on 5th September in the memory of Dr.Sarvepalli Radhakrushnan. On this day we remember the great work towards education of this exemplary person. Students express their gratitude towards teachers.
- Marathi Bhasha Gourav Din was celebrated on 27th February to glorify Marathi language, culture and literature. It is celebrated on the birthday of eminent Marathi Poet Kusumagraj.
- On the occasion of birth anniversary of Dhyanchand, State level Conference on sports was organized by college on 29th Aug.2018.\
- On 2nd Octomber 2014, Swachh Bharat Abhiyan was launched as a national movement by the Government of India. NSS Dept. of the college organizes "Clean Bharat Abhiyan" of 15 days in college as well as at public places 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 on 21st June 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.
- Swami Vivekananda Jayanti (National Youth Day) is celebrated in college to honour his teachings and ideals on 12th January. 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.
- World Students Day is celebrated on the birth anniversary of Dr.APJ Abdul Kalam to honour & mark his efforts towards promoting education on 15th Octomber. This day is celebrated in college as "Vachan Prerna Diwas"

File Description	Document
	Document
Geotagged photographs of some of the events	View Document
Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

BEST PRACTICE -I

1. Title- Celebration of college foundation day on 1st August every year.

1. Objectives of the practice –

- 1. To give the opportunity to students to involve in cultural enriched activities.
- 2. To give a chance to extend their skills and to grow in their area of expertise.
- 3. To extend our students appreciation of cultural activities.

2. The context -

Every year, college celebrates Foundation day on 1st August to commemorate the day when the college was established. Along with curricular college pays attention towards extra academic activities also. On the occasion of foundation day, college provides platform to students for literary & cultural competitions to identify themselves & improve their skills.

1. The Practice-

College organizes various cultural and literary events before 1st August. Such competitions are held to bring out the various talents embedded in the college students. They are able to showcase their skills in various events.

The following are the various events in which students can show their excellence.1)Cover Page Competitions 2) Debate in Hindi 3) Debate in Marathi 4) Debate in English 5) Spot Photography 6) Essay Writing in Marathi / English / Hindi 7)Poetry Recitation in Marathi / English / Hindi 8) Clay Modeling 9) Collage 10) On the Spot Painting 11) Mimicry 12) Poster Making 13) Music 14) Quiz 15) Rangoli 16) Cartooning 17) Elocution Marathi / Hindi / English.

Systematic arrangements are made at college for the organization of this events/ competitions. The winners receive prizes on the occasion of foundation day on 1st August.

There are potentials in every student. So college is encouraging them by providing a platform to show their talent.

From the winners, college selects students to participate in SNDT Regional youth festival of SNDT University.

1. Evidence of Success-

Year after year, college is successfully participating in Regional youth festival & Grand Finale of Youth festival of SNDT University and achieving remarkable success. College students obtained prizes in various competitions at college level; students are selected for Indradhanushya competition. Many of the students develop their interest in acting and dancing, currently working in the field of entertainment & media field.

Former Cultural Students Achievement List:

Sr. No	Students Name	Field	
1.	Komal AjayKumar Chavan	Web series & Theater	
2.	Shruti Umesh Kannur	Choreographer	
3	Meghana Hoshing	TV serials, Web series & Theater	
4	Laxmi Lahuba Khamkar	TV serials, Web series & Theater	
5	Vaishnavi Sandip Jadhav	TV serials, Web series & Theater	
6	Surkhsha Vijay Gosavi	Web series	
7	Aarti Arun Mane	Business- Beauty School	
8	Vaishnavi Anandkumar Devi	Bharatnatyam Acadamy	
9	Savita Vaman Gaikwad	TV serials, Web series, Modeling & Th	heat
10	Nutan Shivaji More	TV serials, Web series & Theater	
11	Shital Shrikant Yadav	Photography	
12	Snehal Vilas Kurlekar	Makeup Artist	
13	Nikita Pawar	Theater	
14	Vaishnavi Karanjkar	Theater & Anchoring	

Winner in Youth Festival -

Year	Event name Regional		Grand fin
2019-20	1. Elocution – Marathi	-	1st
	2. Poetry -Recitation in Marathi	-	1st
	3. Essay writing in Hindi	-	2nd
	4. Folk Dance	1st Dance championship	1st
	5. One act play	3rd	-
	6. Mime	3rd	-
2018/19	1. Debate in Marathi	1st	1st
	2. Clay modeling	3rd	3rd
	3. Spot photography	3rd	3rd
	4. Street play	3rd	3rd
	5. Skit	consolation	consolation
2017/18	1. Folk Dance	1st	3rd
	2. Classical dance	1st	-
	3. Elocution Hindi	1st	-
	4. Spot photography	1st	-
	5. Clay modeling	3rd	1st
	6. Quiz	3rd	-
	7. One act play	consolation	-
2016/17	1. Folk Dance	1st	3rd
	2. Skit	1st	-
	3. Elocution Hindi	2nd	-

		2nd	-
5. Mime		3rd	consola
6. Elocu	tion Marathi	3rd	-
Great achievement of cult	ural students in other Universities Con	mpetitions:	
2 Dec -6 Dec 2019	Folk Dance-17th Maharashtra Stat Inter University Cultural Youth D Gondwana University, Gadchirali		
	Gondwana University, Gadchiroli	Festival	
	One act Play-17th Maharashtra Sta Inter University Cultural Youth Gondwana University, Gadchiroli		
		Pragati Kadam	
27-31 December 2019	Folk Dance-West Zone Interun youth festival 2019 at Uka T University ,Surat	•	
	Mime-West Zone Interuniversity festival 2019 at Uka Tarsadia Un ,Surat	•	
	One Act Play-West Zone InterUn outh festival 2019 at Uka T University ,Surat		
3-7 February 2020	One Act play-Inter University N Youth Festival 2019-20 at University, Noida	Vational Komal Chavan Amity	

Date	Competition	Competition Name	Prize
22 September 2019	Regional Yuva Mohatsav (at College	Folk Dance	First
	of Computer Application for women	,One Act Play	Thir
	Satara)	Mime	Thir
26 & 27 September 2019	Grand Finale (at Churchgate	,Elocution(Marathi)	First
	Mumbai)	Poetry(Marathi)	First
		Folk Dance	First

	Eassy Writing(Hindi)	Secor
1. Problems Encountere	ed and Resources Required-	
Different activities are condu shortage of funding for carryin	acted in the college premises by adjusting space. There is a problem of a ng out various activities.	Î
BEST PRACTICE II		
1. Title: Computer Literacy	Program for Arts and commerce faculty students.	
1. Objectives-		
	t of Students from B.A, B.Com faculty in Computer ding of the basic operations of computer system and computer applications	3
4.To introduce the fur	ad confidence among students in using computers. Indamentals of computing devices and reinforce computer vocabulary ct to personal use of computer hardware and software, internet networks and	
1 0	- depth knowledge of why computers are essential components in business	,

1. The Context-

Computer and Internet have literally transformed our lives and opened up avenues in knowledge, information, work employment, business, entertainment and communication. Computer Skill can be defined as a life skill in today's world. Today, it is used for online and offline business, educational services, professions and many other fields. Without the use of computer & internet it's very difficult to do daily life works.

Computer education in college plays an important role in student's career development. Computer with the internet is the most powerful device that students can use to learn new skills and more advanced version of current lessons.

Information Technology literacy has become essential for survival and growth in the knowledge, society and for advancement in the career path. Considering all these things we have started MS-Office course in our college for FY B.A & FY B.Com. The syllabus of the course is designed by the college.

1. The practice-

The college has been organizing this activity since 2014. The batches of MS-Office have been conducted for 21 days and 42 hours. In every batch there are maximum 32 students. At the end of the course the exam is conducted for MS-office.

MS-Office Syllabus is self-designed by college. This course is self-funded. Batches are arranged by considering college working hours, exam schedule, holidays etc. It takes place daily 2 hours from 12 pm to 2 pm. This course is conducted from June to April. Every year, approx. 6-7 batches successfully complete the course.

After the completion of course students get the certificate of the course. Fees for the courses are very nominal & students can submit the fees in installments. Students with economically weaker sections get concession in the fees.

1. Evidence of Success-

Successfully completed course year wise number of students -

Year	Batch No	Duration	No Of Students	Total
2019-2020	1.	22 July to 23 Aug.	21	137
	2.	26 Sept. to 25 Oct.	33	
	3.	1 Oct. to 19 Oct.	32	
	4.	3 Dec. to 18 Dec.	32	
	5.	6 Jan. to 19 Feb.	19	
2018/2019	1	16 July to 18 Aug	32	207
	2	20 Aug to 15 Sept	31	
	3	18 Sept to 13 Oct	34	
	4	3 Dec to 31 Dec	32	
	5	1 Jan to 25 Jan	32	
	6	28 Feb. to 20 Mar.	29	
	7	22 March to 30 March	17	
2017/2018	1	17 July to 18 Aug	30	179
	2	18 Sept. to 14 Oct.	26	
	3	4 Dec to 29 Dec	29	
	4	10 Jan to 7 Feb	31	
	5	14 Feb to 17 March	29	
	6	17 April to 27 April	34	
2016/2017	1	20 June to 22 July	30	168
	2	26 July to 7 Sept.	27	
	3	14 Sept to 22 Oct	30	
	4	5 Dec to 24 Dec	35	
	5	19 Jan to 15 Feb	17	
	6	16 Feb to 5 March	29	
Total beneficiary	 J			691

1. Problems Encountered and Resources Required -

Due to the large number of students, the course is conducted in approximately 5 batches. Even if the question of space comes up the course is successfully implemented.

File Description	Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

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

Response:

Our Parent organization Maharshi Stree Shikshan Samstha has been committed to "Empowerment of Women through Education" since 125 years. The Institution works relentlessly towards educating the women and thereby making them self-reliant. The Samstha was established in 1896 by the great visionary and social worker Bharat Ratna Maharshi Dhondo Keshav Karve who advocated women's education as instrumental in women's empowerment by enabling them to be to be economically independent and to be able to be thinking for themselves.

Education is one of the most crucial areas of empowerment for women. Educated women contribute greatly in society and nation building. In most of the rural areas even today a girl is forced to leave school and get married at early edge.

"Empowerment of Women through Education" is the main motto of our parent organization. The college, first Computer Women's College in Satara district, was established in 2000, with the vision "Imparting quality education for empowerment of women".

College provides quality education to girl student for rural and semi urban population irrespective of caste, religion and diverse socio economic status and make them self-confident and self-reliant.

In accordance with our mission statement, college always try to work uniquely, innovatively and distinctively in the overall progress and development of their academic as well as professional, cultural, social consciousness, alertness, responsiveness.

Following assistance are provided by the college for overall development of students.

Parents with poor financial background don't want to spend money on education of girl child. Such student's access to education is often limited by financial barriers. The main aim was to provide an opportunity to the rural students to pursue their higher education for their development and progress of the family. College provides an opportunity for the rural girl students, especially for the economically underprivileged from villages. College offers them various schemes to fulfill the partial fees of the education.

The college runs various skill development courses to provide them adequate training in market relevant skills with nominal fees. College designs a program named "Employability Skill Development Program" to make them confident in presenting themselves and be industry ready. In accordance with it, college organizes and conducts various workshops, training programmers internship programs for final years at regular interval, industrial visits etc. This helps them for selecting right career.

College conducts various Sports activities at college, samstha and university level for students to make them strong physically and mentally which indirectly helps to improve the learning skills. With this effect, various students are selected at National, International, State Level Competitions, and University Level Competitions for Kabaddi, Kho-kho, Mallakhamb, Athletics, Throw ball etc.

To impart social responsibility in students, various activities are conducted through NSS regularly. It helps the student to grow individually and also as a group. It makes the students confident, develop leadership skills, and gain knowledge about different people from different walks of life. Students also learn other skills that help them lead a better life in various situations.

Special health related Guest lectures, workshops, health check up camps are organized to find out the health issues. College has a counseling cell for helping themselves and their needs to solve their problems, and to make realistic decisions to improve their abilities and to adjust themselves and their environment. College has a spacious and well equipped gym with all gymnastic equipment.

Cultural department provides an opportunity for the students to participate in various cultural competitions of the university level, state level. The college always considers the dam affected background students as a central input and strength of the institution.

The college plays a meaningful role in the competitive times ahead and scale new heights, translating the dreams of the people of the area into reality and brings education in this rural area.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

The IQAC has been formed as per the guidelines of NAAC in June, 2015. A number of committees have been constituted for the smooth functioning of the college. The college has started need based and job oriented courses to enable the students to earn their living. Experts from various fields have been invited to guide the students and to share their knowledge, experience and vision with our students and faculty. Attention has been paid to the overall progress of the women especially those from hilly area. Achievements of our students in sports, cultural activities and NSS activities are promising. Numbers of students have received the prizes in the university and samstha competitions such as Indradhanushya and Damini etc. We feel pride to mention that our student Meghana hoshing, Sonali Helvi and Pratiksha More won the prizes at national levels. We believe we have taken enough efforts to provide every stakeholder of the college with opportunities to grow in a balanced form.

Concluding Remarks :

The college is running under the flagship of Maharshi Karve Stree Shikshan Samstha, Pune which is established by Bharat Ratna Maharshi Dhondo Keshav Karve in 1896. College is located at the central area of the city and it is a learning centre for girl students belonging to rural area of the district. It has remained first choice of students who wish to pursue BCA in the Satara district. College has well framed vision and mission, considering the needs of the society. College has well equipped library for all the stakeholders. Indoor and outdoor sports, cultural and NSS activities are available in the college for the overall development of stakeholders. The college has adequate infrastructure, supporting academic facilities and computer labs with highly qualified and experienced faculty members. The college aims at developing competent women IT professionals to face the challenges of the dynamic corporate world. The focus of the college is on developing a dynamic woman who can face the world with confidence and capable of handling any role successfully in the society. College regularly conducts training to staff members for implementation of quality procedures. College plays mentor's role in the jurisdiction of SNDT Women's university, Mumbai and sets the standards in computer education.

6.ANNEXURE

1.Metrics Level Deviations

Metric I	D Sub Questions		before and	after DVV	Verification				
1.2.3	`	Sub Questions and Answers before and after DVV VerificationAverage percentage of students enrolled in Certificate/ Add-on programs as against the total							
1.2.3		number of students during the last five years							
	1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year								
	wise during las	wise during last five years							
	Answer before DVV Verification:								
	2020-21	2019-20	2018-19	2017-18	2016-17				
	34	464	559	435	368				
	Answer After DVV Verification :								
	2020-21	2019-20	2018-19	2017-18	2016-17				
	0	0	559	435	368				
	Remark : DVV has made the changes as per metric 1.2.2								
0.0.0		4	e 1	• • •	1.1.1	(D 4	e 1.1.1.4.4		
2.3.3		Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)							
	academic year	academic year)							
	2.3.3.1. Nun	2.3.3.1. Number of mentors							
	Answer b	Answer before DVV Verification : 15							
	Answer a	Answer after DVV Verification: 4							
	Remark : DV	Remark : DVV has excluded temporary teachers from shared report by HEI.							
2.4.3	Average teaching experience of full time teachers in the same institution (Data for the latest								
2.4.3	0	completed academic year in number of years)							
	2421 Total experience of full time teachers								
	2.4.3.1. Total experience of full-time teachers Answer before DVV Verification : 155								
	Answer after DVV Verification: 60								
	Remark : DVV has excluded experience of temporary teachers from shared report by HEI.								
3.3.2	Number of awards and recognitions received for extension activities from government/								
	government recognised bodies during the last five years								
	3.3.2.1. Tota	3.3.2.1. Total number of awards and recognition received for extension activities from							
	Government/ Government recognised bodies year-wise during the last five years.								
	Answer h	Answer before DVV Verification:							

0 1 5 1 0 Answer After DVV Verification : 2020-21 2019-20 2018-19 2017-18 2016-17 0 1 3 1 0 Remark : DVV has not consider shared certificate of appreciation by HEI. Average annual expenditure for purchase of books/e-books and subscription t journals during the last five years (INR in Lakhs) 4.2.3.1. Annual expenditure of purchase of books/e-books and subscription journals year wise during last five years (INR in Lakhs)
2020-212019-202018-192017-182016-1701310Remark : DVV has not consider shared certificate of appreciation by HEI.Average annual expenditure for purchase of books/e-books and subscription t journals during the last five years (INR in Lakhs)4.2.3.1. Annual expenditure of purchase of books/e-books and subscription journals year wise during last five years (INR in Lakhs)
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4.2.3.1. Annual expenditure of purchase of books/e-books and subscription journals year wise during last five years (INR in Lakhs)
Answer before DVV Verification:
2020-21 2019-20 2018-19 2017-18 2016-17
0.19 0.25 0.80 0.14 0.27
Answer After DVV Verification :
2020-21 2019-20 2018-19 2017-18 2016-17
0.12 0.78 0.14 0.14 0.23
Average nercentage of expenditure incurred on maintenance of infrastructure
Average percentage of expenditure incurred on maintenance of infrastructure academic support facilities) excluding salary component during the last five ye
academic support facilities) excluding salary component during the last five ye Lakhs) 4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical fa
academic support facilities) excluding salary component during the last five ye Lakhs) 4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical fa academic support facilities) excluding salary component year-wise during the (INR in lakhs)
academic support facilities) excluding salary component during the last five ye Lakhs) 4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical fa academic support facilities) excluding salary component year-wise during the (INR in lakhs) Answer before DVV Verification:
academic support facilities) excluding salary component during the last five ye Lakhs) 4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical fa academic support facilities) excluding salary component year-wise during the (INR in lakhs) Answer before DVV Verification: 2020-21 2019-20 2018-19 2017-18 2016-17
academic support facilities) excluding salary component during the last five ye Lakhs) 4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical fa academic support facilities) excluding salary component year-wise during the (INR in lakhs) Answer before DVV Verification:
academic support facilities) excluding salary component during the last five yee Lakhs) 4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical fa academic support facilities) excluding salary component year-wise during the (INR in lakhs) Answer before DVV Verification: 2020-21 2019-20 2018-19 2017-18 2016-17
academic support facilities) excluding salary component during the last five year Lakhs) 4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facademic support facilities) excluding salary component year-wise during the (INR in lakhs) Answer before DVV Verification: 2020-21 2019-20 2018-19 2017-18 2016-17 41.25 54.59 32.38 36.87 27.26

7.1.2	Average percentage of students benefitted by guidance for competitive examinations and care counselling offered by the Institution during the last five years 5.1.4.1. Number of students benefitted by guidance for competitive examinations and care counselling offered by the institution year wise during last five years Answer before DVV Verification:							
	1850	2001	1928	1807	666	_		
	Answer After DVV Verification :							
	2020-21	2019-20	2018-19	2017-18	2016-17			
	871	906	901	864	666			
	Remark : DVV has made the changes as per 2.1 The Institution has facilities for alternate sources of energy and energy conservation							
	measures 1. Solar energy 2. Biogas plant 3. Wheeling to the Grid 4. Sensor-based energy conservation 5. Use of LED bulbs/ power efficient equipment							
	Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above Remark : DVV has considered C. 2 of the above as per shared report by HEI.							

2.Extended Profile Deviations

Extended Profile Deviations

No Deviations