



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	RAYAT SHIKSHAN SANSTHA'S DR. BABASAHEB AMBEDKAR COLLEGE
Name of the head of the Institution	DR. SHIVLING GANGADHAR MENKUDALE
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02025883773
Mobile no.	9822013048
Registered Email	bdbacollege@gmail.com
Alternate Email	shivlingmenkudale@gmail.com
Address	85, Shinde Sarkar Wada, Aundh, Pune. 411067
City/Town	Pune
State/UT	Maharashtra
Pincode	411067

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		private			
Name of the IQAC co-ordinator/Director		Dr. Savita Vardhman Kothawale			
Phone no/Alternate Phone no.		02025883773			
Mobile no.		9011756262			
Registered Email		srkothwale@yahoo.com			
Alternate Email		eknath.zaware39@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://bdbacollegeaundh.in/aqar.html">http://bdbacollegeaundh.in/aqar.html</a>			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="http://bdbacollegeaundh.in/Academic_Calendar.html">http://bdbacollegeaundh.in/Academic_Calendar.html</a>			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	B++	2.76	2017	12-Sep-2017	11-Sep-2022
6. Date of Establishment of IQAC			02-Jul-2005		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
<b>No Data Entered/Not Applicable!!!</b>					

[View File](#)

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
<a href="#">View File</a>				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

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

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

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

[View File](#)

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

Plan of Action	Achivements/Outcomes
<b>No Data Entered/Not Applicable!!!</b>	
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
College Development Committee ( CDC )	04-Sep-2019

<p><b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b></p>	<p>No</p>
<p><b>16. Whether institutional data submitted to AISHE:</b></p>	<p>Yes</p>
<p>Year of Submission</p>	<p>2019</p>
<p>Date of Submission</p>	<p>17-Jan-2019</p>
<p><b>17. Does the Institution have Management Information System ?</b></p>	<p>Yes</p>
<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>The activities related to students such as Admission, examination is made through specialized ERP software. ERP Software has been purchased for online admission of the students. It has different modules for admission, examination and Library management. All the records and data have been easily retrievable through this ERP software. Students I cards can be printed automatically. Student's General register is maintained through this ERP. It is central data repository of the college for gathering, organizing, storing, processing and analyzing the student data. It helps in keeping the data streamlined and help in getting the requisite reports on time which are required by various government departments such as AISHE, MIS of the government. Administrative office is using this ERP for generating various student records, generating Certificates, Fee Management. Tally software is used for Accounting purpose. All the income and expenditures are made through TALLY ERP 9.0. Library is completely Computerized with LIBRERIA: Library Management Software. It has various modules such as book Management, Accession Management, Circulation Management, User Management, and Reports. The Data of all the books in Library has been entered in the library management software and the reports can be generated on circulation, accession, memberships, etc. Examination Module is a Part of ERP which is useful for creating examination reports such as Marksheets, student evaluation reports</p>

etc. it keeps day to day track of the academic records of the students. Human resource management system is used for maintaining records of Human resource of the college. All the records of the staff are kept in this HRMS system. It also keeps track of teacher's attendance, performance, achievements, results and students support system. Various online applications are used to keep track with student's progress, attendance, communication, and feedback like Google forms are used to obtain various information from students, it is also used to obtain students feedback. Google classroom is used to take online examinations, WhatsApp, telegram, email are used to keep students in touch with teachers and the institution.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

As the college is affiliated to Savitribai Phule Pune University, the college follows the prescribed curriculum. The academic and activity calendar is prepared centrally by IQAC of the college and all departments, support services and administrative services are guided for effective implementation of curriculum. The description of effective curriculum implementation is as following:

- Under the guidance of Principal in the month of April meeting is conducted with all the head of the departments on next year's Curriculum. Subjects are distributed in the meeting. Reviews are taken by the Principal on the implementation of the curriculum of both the terms.
- During 1st term all the faculties have notified to check recent updates of curriculum of their respective subject from University website.
- Departmental meeting are conducted for distribution of syllabus among the faculties by considering the expertise in the subject of the individual teacher
- Departmental timetables are prepared for effective curriculum delivery by considering the College General timetable
- Before commencement of the actual teaching of the curriculum faculties prepared the teaching plan by considering the available working days. They also maintain the daily lecture notes of their teaching and curricular related activity in academic diary.
- HOD monitors status of the curriculum delivery by taking of review of teaching plan, academic calendar and lecture notes. Syllabus completion reports are submitted by the faculty at the end of each semester to HOD and IQAC. Curriculum of all courses has been uploaded on the library website to aware the student about the curriculum. All the syllabi has been completed on time by every teacher and the reports are submitted to the IQAC.
- College conducted skill based, value added and job-oriented short term courses. The short term course coordinators of all conduct different activities (Workshops, Training programs, Project work, Visits etc) for effective implementation of short term course curriculum. They also maintain record of all those activities. Finally, the course completion report is submitted to short term course chief coordinator.
- The institution ensures

effective curriculum delivery through a well-planned and documented process. Description of the initiatives consisting of curriculum planning, distribution of workload, syllabus, time-table, lesson notes in academic diary and departmental meeting record.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Woman Health and Hygiene		10/08/2018	60	employability	Skill Development
Creative Writing		10/08/2018	60	employability	Skill Development
Marketing Skill And Survey		10/08/2018	60	employability	Skill Development
Performing Art		10/08/2018	60	employability	Skill Development
Android		10/08/2018	60	employability	entrepreneurship
GST		10/08/2018	60	employability	entrepreneurship
Stock Market		10/08/2018	69	employability	entrepreneurship

### 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	Retail Marketing	01/09/2018
<a href="#">View File</a>		

#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	Marathi	15/06/2018
MA	Economics	15/06/2018
MCom	Banking	15/06/2018
MCom	Marketing	15/06/2018

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

	Certificate	Diploma Course
Number of Students	284	0

### 1.3 – Curriculum Enrichment

#### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

### 1.4 – Feedback System

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

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The feedback system has been formed for inculcating the responses, suggestions of the student's alumni, parents and employees regarding curriculum designing or the overall administration and academic excellence in college. Initially, the institution needs feedback as an 'indirect evidence' as a proof of success of different processes. The feedback is information about reactions to a person's and persons' performance of assigned task or operation which is used as a basis of improvement. In context of feedback system, the structured feedback is used. The feedback committee carefully and efficiently collects the reactions and responses of the students' parents and other stakeholders. The institution has taken manual feedback from Student and parents The feedback committee drafted feedback paradigms as per the guidelines laid by NAAC. During the year 201718 the feedback committee circulated all the feedback forms to every department in order to collect the responses on curriculum structure as well as teacher's performance. For the academic year 201718, in total 250 feedback forms were being collected from the Student, parents and Alumni. Later, feedback committee analyzed the received feedback forms. these feedback forms were submitted to IQAC committee with some suggestions and recommendations regarding curriculum and teacher's performance. in context of teacher performance, IQAC committee presented analysis to the principal of Institution in order to improve the teacher's performance up to the mark if not found so. Simultaneously, the responses regarding the curriculum designing had been taken into consideration while designing the syllabi of Skill and Job Oriented ShortTerm Courses. Thus the feedback committee word laboriously for collecting the feedback forms analysis and placing the suggestions. this act helps the institution for betterment in academic area. In the academic year 201718 the institution has deigned structured feedback on syllabus and provided to stakeholders. Students, Alumni, teacher, parents have filled the syllabus feedback form for the academic year 201718. The report is as follows. The student of BA, B. Com, BBA have submitted offline syllabus feedback forms in satisfying numbers. The students, parents have made following suggestion in the feedback forms. suggestions related syllabus are as follows. 1. To start MCA. 2. To start joboriented courses in our college. 3. To start skill based curses. 4. To organize educational visits. Action Taken While taking into consideration the suggestions institute has taken action for completion of suggestions in the academic year 201819 1. Institute started skill based short term course like Android. 2. Institute started joboriented course like Event Management, stock market. 3. Commerce and History department conducted s educational visits.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1309	179	21	0	2

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
23	23	11	10	3	9

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

Mentor mentee system works smooth for taking care of students in the college. These mentor are supposed to look after the students for academic issues as well as personal issues. For the academic year 201819, Mentor Mentee system worked effectively in out institution .The concerned committee undertook following decisions. The meeting of mentor mentee system took the following issues: 1. All the full time faculty members had given students as per the enrolment of students. 2. It was decided to solve all sorts of issues of students. 3. The mentor mentee committee looked after the students allotted them. These mentors of respective class remained in touch with students for their welfare. The issues related to stress or academic were being solved through this committee. Simultaneously, this committee has also discussed the career counselling and Examination related stress issues. In our institution, around 75 to 80 students were allotted to each teacher. The respective teachers looked after the students as per decision by the committee. Because of this, many problems of the students had been discussed by the mentor teachers during the year. The mentor teacher called the meeting twice in a year and students discussed their issues. Such discussions sometimes go at personal level as well as ingroup also. In addition, the mentor teacher keeps attention to the academic and versatile growth of the students. Thus, mentor mentee committee works effectively in the institution. The distribution of the students is given below in chart:

Parent Teacher Scheme 2018 19 Sr. No. Class Student Strengths Name of the Parent Teacher

1 FYBA 306 1 to 60 Dr. Tanaji Hatekar  
61 to 120 Prof. Kiran Kumbhar  
120 to 180 Prof. Harshkumar Ghalake  
180 to 240 Prof. Sayali Gosavi  
240 to 303 Prof. Bhakti Patil  
2 SYBA TYBA Special English Dr. Savita Patil  
Marathi Dr. Sanjay Nagarkar  
Economics Prof. Nalini Pacharne  
History Prof. Supriya Pawar  
Political Science Dr. Vilas Sadaphal  
3 FYBCOM 601 to 660 Prof. Pradip Bhise  
660 to 730 Dr. Harshad Jadhav  
731 to 800 Prof. Monali Mirekar  
801 to 879 Prof. Kushal Pakhale  
4 SYBCOM 901 to 980 Dr. Shashi Karale  
981 to 1065 Prof. Kushal Pakhale  
5 TYBCOM All Student (Banking Costing) Dr. Suhas Nimbalkar  
6 MCOM I II All Student Prof. Ashawari Shewale  
Dr. Suhas Nimbalkar  
7 MA I II Marathi All Student Dr Atul Chaurse  
8 MA I II Economics All Student Prof. Nalini Pacharne  
Dr. Harshad Jadhav  
9 FYBBA All Student Prof. Mayur Mali  
FYBBA All Student Prof. Gauri Pawar  
FYBBA All Student Prof. Vishal Shishupal  
10 FYB. Voc. All Student Prof. Snehal Rede

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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1488	23	1:65
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## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
14	12	2	0	9

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
<b>No Data Entered/Not Applicable !!!</b>				
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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution always strives to inform existing examination by adopting specific strategy. For smooth and fair working of internal and External Examination the college has undertaken following reforms

A. Online Examination Registration: CIE took initiative in doing Online Examination registration through Mentors of the Mentees. B. Class Tests: Class tests were conducted at the department level according to the need of the subjects and understanding of the students. C. For the academic year 20182019, Mid term Examination for all the student stakeholders was conducted. D. Term end Examination for backlog students was also conducted. E. Regular term Examination for all the regular students was conducted in October from 22/10/218 to 01/11/2019 F. Re Term end examination: for those students who failed in October Term End Examination (Regular). G. Preliminary Examination was conducted for SY/TY BA, B.Com. In earlier year, it was conducted for TYBA and B. Com class only. H. Question Bank: As per the CIE initiative, all departments maintain Question Bank for the practice of students. I. Workshop for Students: CIE organized Workshop for students regarding "dissemination of Online and Offline" information of examination on 16th August, 2018. J. Workshop for Faculties: CIE organized Workshop for Faculties regarding "How to do Supervision and Assessment of Answer Sheets?" on 14th September, 2018. K. Print Mark Sheet CIE printed Marks sheet of FY BA/B. com/ BBA (CA) and B. Voc classes in time. L. Bar coding system CIE followed Bar Coding System FY BA/B.Com/ BBA (CA) and B. Voc answer sheets. M. Implementation of Hollo Craft CIE sticks Hollo rafts to each paper in order to maintain secrecy. N. Credit System pattern Institution has credit system pattern of examination for MA (Marathi, Economics) and M. Com classes. O. Application for change in subjects CIE drew notice about "change in Subjects" for FY, SY BA/ B Com/ BBA students. CIE considered application form

of students regarding "change in Subjects" in front committee. Committee gave approval to such cases and proceeded for further implementation. P. Paper solving regarding examination CIE drew notice to students about "Paper solving". Here, students were informed to solve three set of previous question papers and submit to their concerned class teachers. Q. Moderation CIE approved moderation for answer sheets that exceed more than 100 for term end examination. Besides, it was implemented for Annual pattern for FYBA/ B Com students. R. Grace Mark system it was employed for FY BA/ B Com class who get less marks for passing/ second class or first class. In such cases, CIE took initiative in gracing marks by doing necessary statistical analysis. S. Providing writers CIE provided "Writers for Divyagna" if required. It usually maintains lists for such writers. T. Centralized examination for short term courses CIE conducted centralized examination for short term courses run by our institution on 27th February, 2019.

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

Academic calendar was prepared for the planning of academic activities throughout the year 201819. Academic calendar helped to conduct the activities frequently. • Bridge and remedial courses were conducted according to the planning of academic calendar. Each department has conducted bridge courses at entry level students. Remedial coaching is also conducted by the department for the academically weaker and backward class students. • Surprise tests were conducted according to the academic calendar planning to identify the slow and advance learners. • The class tests were conducted according to the planning of the calendar. Class tests were conducted for FY/SY/ and TY. The marks lists are also displayed on the notice board for the student's information. • The ATKT examinations for semester I II, semester III IV were also conducted as per the schedule given in the academic calendar. • The regular examinations for semester I II, semester III IV are also conducted as per the scheduled period given in the academic calendar and the results are also displayed in the scheduled time. • Field visit, study tours, industrial visits are also planned according to the academic planning. • Short term courses examination was also conducted by the departments. • NSS, Sports and cultural programs are also conducted according to the schedule given in the academic calendar. • The supporting activities for evaluation like essay writing, Elocution, Debate competitions are also conducted according to the guidelines of the academic calendar.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

[http://bdbacollegeaundh.in/BDBA%20College%20of%20Arts%20&%20Commerce\\_files/Doc/po\\_pso\\_co.pdf](http://bdbacollegeaundh.in/BDBA%20College%20of%20Arts%20&%20Commerce_files/Doc/po_pso_co.pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the

questionnaire) (results and details be provided as weblink)

[http://bdbacollegeaundh.in/BDBA%20College%20of%20Arts%20&%20Commerce\\_files/Doc/Student\\_Satisfaction\\_Survey\\_2018\\_19.pdf](http://bdbacollegeaundh.in/BDBA%20College%20of%20Arts%20&%20Commerce_files/Doc/Student_Satisfaction_Survey_2018_19.pdf)

### CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

#### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property Right ( IPR ) : Moral and Commercial Scope and Opportunities	Dept of Commerce	14/12/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

#### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<b>1</b>	<b>0</b>	<b>0</b>

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

Name of the Department	Number of PhD's Awarded
Dept of History	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

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

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

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

Number of Faculty	International	National	State	Local
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3248500	5185932

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing

#### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
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LIBRERIA	Partially	2.0	2011
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#### 4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 4.3 – IT Infrastructure

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

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	102	61	2	4	6	5	21	100	3
Added	25	17	1	0	0	2	5	0	0
<b>Total</b>	<b>127</b>	<b>78</b>	<b>3</b>	<b>4</b>	<b>6</b>	<b>7</b>	<b>26</b>	<b>100</b>	<b>3</b>

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

100 MBPS/ GBPS
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##### 4.3.3 – Facility for e-content

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

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
500000	520950	300000	328382

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

**Academic and Campus Maintenance : our college has very effective internal coordination and monitoring mechanism. Regular communication and correspondence are maintained with Sanstha for maintenance and augmentation of physical and academic facilities. Rayat Shikshan sansatha has definitive Policies for this. The principal monitors various curricular and Cocurricular activities with help of members of various committees. The Principal carries out administrative**

activities with the help of Administrative staff. IQAC is functioning actively and effectively for the quality of sustenance and enhancement procedure for maintaining and utilizing physical academic and support facilities. Due care is taken for smooth functioning of academic and administrative works. Principal has financial rights for expenditure upto Rs. 25000. Principal has to take permission from the Sanstha for expenditure above this amount. Principal, IQAC and Building and Maintenance Committee has right to take decisions about maintaining and utilizing the academic and campus infrastructure. Library : library has library advisory committee. Committee with the help of Librarian took proper care to maintains relevant and required collection of books journals and other sources to support all the courses offered in the in the college. They also offer library extension services to the students and teachers. The committee acts as an integral auditor for quality checking and provide support and guidance for library and suggest suitable solution for better functioning. The students are equally free to recommend any books, journals and sources of information as the teacher. New arrivals are displayed for vital publicity through the display board. book bank facility is provided to needy students. Library orientation is done by the Librarian for new users at the beginning of the year. library stuff introduces the collection and services of the library throughout the year. book exhibitions has been organized to introduce the collection to the students. Sports : College has an efficient physical education department and Gymkhana. Physical Director with the help of Gymkhana committee looks after all essential sports related activities as per the schedule of Sport department of Pune University and District Sports authority for the participation of students in all the sports activities. College has well equipped Gymnasium and students are taking benefit of it. Equipment's : Equipment and Campus maintenance is done through the respective committee as per requirement. CCTV system has been installed to take care of the students and campus. Maintenance is done as per the requirement of the college. AMC with dealers for maintenance of computers and CCTV system has been done. Other equipment's are maintained as per required by the local agencies. Campus : College has policy to keep the campus green. Proper care has been taken by the Campus Beautification Committee to plant new siblings and take care of old ones. Proper watering, cutting, using pesticides and manures has been done regularly. Proper care has taken of Waste material that generated in the campus. Green waste has been converted into manure by Vermiculture Plant.

[http://bdbacollegeaundh.in/BDBA%20College%20of%20Arts%20&%20Commerce\\_files/Doc/Policies\\_and\\_Perspective\\_Plan\\_1.pdf](http://bdbacollegeaundh.in/BDBA%20College%20of%20Arts%20&%20Commerce_files/Doc/Policies_and_Perspective_Plan_1.pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the

institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	15

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

## 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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No Data Entered/Not Applicable !!!

[View File](#)

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

A Student Council is a representative structure through which students in colleges can become involved in the activities of the colleges. The establishment of a Student Council gives students an opportunity to acquire the sort of communication, planning and organisational skills which will be of benefit to them in their future lives. Some general objectives of student council are: - To enhance communication between students, management, staff and parents - To promote an environment conducive to educational and personal development - To promote healthy atmosphere among pupils - To support the management and staff in the development of the college - To represent the views of the students on matters of general concern to them Students Council is a statutory body of class representatives in colleges. It is established as per the University of Maharashtra Act 2016. It is formed by nominating first meritorious student of each class. The principal is the chairperson of the Students Council, and he nominates one senior faculty as a member of it, and representative of SC, ST categories, and girls. The NCC, NSS, Gymkhana Committee's chairpersons are the members of it. This body works throughout the academic year to solve the problems of students, to develop their overall personality, and develop the leadership and, global competitiveness among them, and to make them good citizens of elected through all the first meritorious students of each class. The students council of our college arranged the meetings of members of the students council to discuss and solve the academic problems (curriculum related) and co and extra cocurricular, administration, and other students related issues in college. We nominated different representatives of the student's council on annual committees, sport committees, cultural activities committees of the college. The members lead, guide and, actively participate in Annual prize distribution Function, Gymkhana, and cultural activities of colleges. The members of students council also actively participated in the celebration of Independence Day, Republic Day, Karmaveer Jayanti (the birth anniversary of founder of the institution), Rose Day, SareeTie Day, traditional day, cleanliness campaign, AIDs awareness rally, Environment day, Constitution day etc. They educate the students and society about the importance of basic human values like truth, right conduct, justice, patriotism, cooperation etc. The students council participated in Swachha Bharat Abhiyan, skilldevelopment programme, road safety measures environment protection, and anticorruption measures, that are being implemented. As well, the council educates students about gender issues, inequalities, voters awareness and registration, and the social responsibility of all towards it. The members participated in N.S.S. activities and residential camp in village. Principal Dr. M. V. Bobade guided and motivated the students, faculty members and administrative staff to do the best for the overall growth and personality development of the students. He also insisted on inculcation of scientific temper, research attitude, and global competitiveness among the college students through the council. The effective administration and guidance by him through students Council, made the development of the college.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

30

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

02 Meetings. 1. academic counselling to the students. 2. Suggestions for Curriculum designing 3. Providing wrestling Hall for students practice.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The work culture of our institution goes as per autonomy structure. The principal of the institution keeps tracking all the committees for smooth work. An IQAC is one of the important aspects for executing qualitative task for academic excellence. Principal Level: The principal of the institution forms Coordination Committee of senior persons including him/her for monitoring the task undertaken. This coordination committee keeps surveillance on each committee and its tasks. The coordination committee kept tracking the activities suggested by IQAC. Faculty Level: The academic tasks and decisions had been taken by faculty members through the committees allotted to them. To exemplify, Admission Committee was headed by the HoD's of all departments for personal attention of each students. The committee takes care that each student should get admission. Then NSS committee was committed to develop students in versatile way. The students learnt to contribute the society. It developed their leadership qualities. The Building and Maintenance Committee was alert in terms of infrastructural development of college. The Short term committee commenced Job oriented Courses, Skillbased Courses and Life skill Courses in order to implant employability among students. The Examination committee worked hard to reform and practice new evaluation system. It prepared Academic Calendar for smooth working in case of evaluations. Student Development Committee was committed to develop students, provided all kinds of help in terms of financial assistance through Earn and Learn Scheme and academic guidance. The Discipline Committee maintained the law and order in the college premises. The Competitive Guidance Bureau guided the students to appear for civil services and banking examinations. The Gymkhana committee was headed by physical director to cultivate sports qualities among students. The Cultural Committee was headed by the faculty to organize the cultural activities among students. The events like Traditional Day, Elocution Competition and Essay Writing Competition and other such programmes were conducted by this committee. The Placement Committee was committed to place the students with On Campus and Off Campus initiations. The Magazine Committee gave forum to the students to express their creative writings. The students penned stories, Poems and Sketches in it. It was the door to their expressions. The research committee encouraged the faculty members to undertake research projects. Especially, the committee encouraged to submit the proposal to Stride and other agencies. The provision of Seed Money was outstanding feature of Research Committee. The Internal Compliance Committee was the safeguard for solving the students' grievances. The Antiragging Committee adhered to help the students to safe from mal practices. The Disaster Management Committee worked for emergence alert. Student Level: The College had formed Student Council at college level. Through this committee students participated in many activities and organised too. Especially, the Cultural Activities and Sports Activities, the students took

initiatives. In addition, one of the students got place in IQAC also to initiate and suggest academic issues. Participative Management: The principal of the college governances the academic and administrative task through above committee. Such participative management help to run the institution.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<p>Curricular Development: Our institution plays pivotal role in curricular development. Our Prin. Dr Majushree Bobade was the chairperson of Board of studies of Economics in Savitribai Phule Pune University Pune. She had guided the board of studies in framing FYBA Text book and MA I Economics syllabus. In addition, our institution conducted One Day Workshop on Curriculum Framing on 26th April, 2019 Dr Suhas Nimbalkar, Head of Commerce department is the member of Board of Studies in Commerce at Savitribai Phule Pune University Pune. He is being elected as Faculty of curriculum framing. The designation of being Faculty plays vital role in syllabus framing. Simultaneously, he has written Text Book entitled " Financial Accounting" for FYB.Com . He is the member of Board of studies of Commerce in Karmveer Bhaurao Patil College Pandharpur. The college is autonomous. Dr Vilas Sadaphal is the board of member of Political Science subject in Chhtrapati Shivaji College Satara.</p>
Teaching and Learning	<p>Teaching and Learning: IQAC is the most important cell that plays an important role in designing and implementation of qualitative policy and plan for the development of the college. IQAC takes initiatives in defining strategies for academic excellence and keeps on monitoring the other committees. The faculty members adopted Experiential Learning Methodology, Participative Learning Methodologies&lt; Brain Storming Methodologies as such. The teachers assigned Project work for the students on specific toipics. In addition, the students of FYBA were assigned the project of Economics and the students of FYB.Com were assigned the project of Accounting. Such projects bestowed the</p>

students with updated ideas and issues in respective subject. The commerce department and BBA department initiated the Online Test of students. The English department adopted Innovative and Creative Teaching for FYBA English optional students. These student centric methodologies created positive vibes among students.

**Examination and Evaluation**

**Examination and Evaluation:** Academic calendar of examination was prepared for the planning of academic activities throughout the year 201819. The following tasks were taken for evaluation.

- Bridge and remedial courses were conducted according to the planning of academic calendar. Each department conducted bridge courses at entry level students.
- Surprise Tests were conducted according to the academic calendar planning to identify the slow and advance learners. The department like History and Economics conducted such tests.
- The class tests were conducted according to the planning of the calendar. Class tests were conducted for FY/SY/ and TY. The marks lists are also displayed on the notice board for the student's information.
- The ATKT examinations for semester I II, semester III IV were also conducted as per the schedule given in the academic calendar.
- The regular examinations for semester I II, semester III IV was also conducted as per the scheduled period given in the academic calendar.
- Field visit, study tours, industrial visits were also planned according to the academic planning. The department of English visited British Council Pune the History department visited Mahatma Phule Mansion, Pune. The commerce department visited national insurance academy Balewadi and Marathi department visited Radio Community Centre at Savitribai Phule Pune University Pune.
- Our institution runs Short term courses. The examination of it was also conducted by the Examination department.

**Research and Development**

- **Research and Development:** The committee cultivated research aptitude among faculty members and students. For the academic year 201819, the committee provided seed money of Rs. 50000 as a seed money. Dr Harshal

Jadhav(Economics), Prof Kushal Pakhale (Commerce), Prof Kiran Kumbhar (History) registered their names for Minor Research Project. Shri Suraj Madhale received seed money for research project. They received the grant of Rs. 10,000 respectively to everyone. In order to cultivate research aptitude among students, the research committee organised "Avishkar" Poster Presentation Competition at college level on 16th August,2018. The student of BBA namely Pradhughna Bamane obtained First Prize in Innovation category. Later, the same presentation acclaimed the prize in Avishkar Competition at Rayat Shikshan Sanstha's Level.

**Human Resource Management**

**Human Resource Management:** The recruitment of Staff is usually done by our parent institution Rayat Shikshan Sanstha, Satara. For professional development, the faculty members attend the workshops and seminars at various levels. For the academic year, Dr Atul Choure (Marathi) attended the Refresher Programme in " Indian and Foreign Language" from 20/11/2018 to 10/12/2018 in Savitribai Phule Pune University, Pune. The Internal Quality Assurance Cell organised Faculty Development Programme in order to implant New Guidelines in NAAC SSR. Hon. Prin Dr Sanjay Kharat delivered the lecture on "Governance, Leadership and Management on 31th July,2018. Prof Sanjay Gaikwad guided on "Student Progression and Support" on 18th August,2018. Prof. Peeyush Pahade delivered the lecture on "Teaching Learning Evaluation" on 29th August,2018 Dr Sanjay Nagarkar of Marathi department was deputed as Professor. He got deputed as "Professor" on 25/01/2019 in our institute.

**Industry Interaction / Collaboration**

**Industry MoU Interaction/ Collaboration**  
The college has MoU with Kisan for Kisan agricultural Exhibition . The Mou came into being on 11.12/2018. The activities of EDP seminar and Industrial Visit were executed through students of B Voc in Retail Marketing and Management. In total 92 students participated in this activity. The institution has MoU with TCS at Sanstha Level. The TCS gave opportunity to 26 students for Job Training on 11th

January, 2018. In addition, the MoU with NAANDI, a NGO gave on -job training, Computer training, English Communication, Soft Skill training to 28 students on 1st December, 2018. Our parent institution has MoU with BOSCH. Under this scheme, our college runs BOSCH job training. In total 48 students got benefited of this training. The department of Marathi has MoU with Radio Community Centre at Savitribai Phule Pune University, Pune. In total 110 students participated in Student Exchange Programme.

**Admission of Students**

College is following guideline by government, University and Sanstha for the admission. College is using ERP software for online admission developed by ETH Laboratories, Pune. College has extended helping counter for the students which provides them several services as such Admission form Filling, Examination form filling as well as Scholarship Form filling at one place only. This service counter protects the students from outside service center where they need pay fees for it. The Helping counter i.e. service center provided at college is free of cost. The College has provided the facility to the students for linking the contact number with Aadhaar card which was mandatory for the students as per the government rule. Every record is kept in this online software which is linked to college website through which student data is processed and retrieved as required.

**Library, ICT and Physical Infrastructure / Instrumentation**

: library has library advisory committee. Committee with the help of Librarian took proper care to maintain relevant and required collection of books journals and other sources to support all the courses offered in the in the college. They also offer library extension services to the students and teachers. The committee acts as an integral auditor for quality checking and provide support and guidance for library and suggest suitable solution for better functioning. The students are equally free to recommend any books, journals and sources of information as the teacher. New arrivals are displayed for vital publicity through the display board. book bank facility is provided to needy

students. Library orientation is done by the Librarian for new users at the beginning of the year. library staff introduces the collection and services of the library throughout the year. book exhibitions have been organized to introduce the collection to the students.

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

E-governance area	Details
Administration	<p>The Administration of the College is functions with Egovernance system at Government, Society and College level. Rayat Shikshan Sanstha, Satara is very reputed Institution with more than 700 branches of primary, secondary and Higher Education in all parts of Maharashtra. All administration is done through system known as Human Resource Management System ( HRMS ). All communication is through this HRMS and through ICT. College is also using ICT tools like Govt. websites, University website, Email for communication. Internal Communication of the staff and administrators is through mails and WhatsApp. Faculty uses Social media Apps for communication with Students.</p>
Finance and Accounts	<p>The college is using Tally ERP.9 software for maintaining finance and Account. Rayat Shikshan Sanstha, has developed Tally module for its aolleges. All day to day transactions are performed by Tally. All the reports required by Government, University and Sanstha are taken from this software. office maintains the Books of Accounts properly which helps in auditing procedire. Sanstha has separate audit department, which performs internal audit twice a year in addition to annual audit after the financial year. Audit by Chartered Accountant is done after Annual audit followed by Government Audit.</p>
Student Admission and Support	<p>College is following guideline by government, University and Sanstha for the admission. College is using ERP software for online admission developed by ETH Laboratories, Pune. College has extended helping counter for the students which provides them several services as such Admission form Filling, Examination form filling as well as Scholarship Form filling at one place only. This service counter</p>

protects the students from outside service center where they need pay fees for it. The Helping counter i.e. service center provided at college is free of cost. The College has provided the facility to the students for linking the contact number with Aadhaar card which was mandatory for the students as per the government rule. Every record is kept in this online software which is linked to college website through which student data is processed and retrieved as required. College Library is automated with Library Management software ( LMS ) called LIBRERIA. All data is computerized and barcoded to facilitate speedy and online circulation. Online OPAC is provided for all the students and users.

**Examination**

The College has the separate Examination department with equipped ITC tools necessary for examination purpose. As per the requirement of Examination department all the necessary equipment's are provided by the college such as Separate Desktop and Internet Facility for online procedure of Paper Downloading and further activities for exam purpose. The examination department has the separate Machine ( Duplicator Machine ) for printing the question papers downloaded from university portal. As per university regulation the Examination First year of Arts, Commerce need to conduct at college level for which College has software for running the examination procedure for First year students.

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development	Title of the administrative training	From date	To Date	Number of participants (Teaching	Number of participants (non-teaching
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	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
14	14	11	9

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Vacation Leave Casual Leave Study Leave Maternity Leave Provident Fund R.O Drinking Water Facility Medical Reimbursement Bank in Campus Sevak Welfare fund Loans through Rayat Sevak Cooperative Bank Ltd. Group Medical Insurance	Earn Leave Casual Leave Maternity Leave Provident Fund R.O Drinking Water Facility Medical Reimbursement Teaclub Bank in Campus	Earn Leave Casual Leave Maternity Leave Provident Fund R.O Drinking Water Facility Medical Reimbursement Teaclub Bank in Campus

## 6.4 – Financial Management and Resource Mobilization

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

<p><b>Internal Audit Mechanism</b> Our parent institution has separate audit department for conducting financial audit twice in a year. All the accounts are being checked and verified to monitor the accounting procedure, maintenance of accounts and entries in books of account. The audit department verifies all documents related to accounts and recommends if found any queries. The auditing goes at the end of first term and at the end of second term. <b>External Audit Mechanism</b> The external audit conducts at the end of every year. M/S Kirtane Pandit from Pune carries out the external audit of this institution. <b>Mechanism for setting Audit Objection</b> The compliances of minor queries are fulfilled as per the suggestions. The completed concerned transactions are placed before the next audit signed by Joint Director of Higher Education, the Senior Auditor Auditor General of the State</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose

No Data Entered/Not Applicable !!!

[View File](#)

6.4.3 – Total corpus fund generated

5000000

### 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Rayat Shikshan Sanstha, Satara		
Administrative	Yes	Rayat Shikshan Sanstha, Satara		

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

Our institution does not have formal Parent -Teacher Association but we call of the parents for sharing the ongoing activities and the progress of students regarding academics. Such meetings give profound understanding about institution's efforts in academic excellence. For the academic year 201819, the institution organized the campaign "Mazi Aai Mazya College Madhe". The parents visited the college and understood the on going activities of the college. Simultaneously, the parents inquired about the students' academic field. In addition, the parents individually visit the teacher and teachers counsel the parents regarding the development of students.

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

1. Behavior and Etiquette 17th July 2018 2. Accountability of Job 9th August 2018 3. Training for Handling Emergency situation

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

1. Commensment of B.Voc. Program. 2.Sent proposal for starting Sociology and Hindi at undergraduate level. 3. Sent proposal for starting Geography at Special Level 4. Introduced Skill based and Job Oriented Skill based Short term Courses

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

### CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the

year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Health Information Management	19/07/2018	19/07/2018	79	45
Cerical Cancer Screening and Prevention Program	31/07/2018	31/07/2018	103	0
Workshop on Rakhi Making Activity	13/08/2018	13/08/2018	18	12
Check up Camp of Cancer Screening and Prevention	17/08/2018	17/08/2018	39	0
Workshop on Awareness and Use of Vending and Burning Machine	23/08/2018	23/08/2018	146	0
Program on Rakhi Exhibition and Sale	23/08/2018	23/08/2018	46	12
Workshop on recipe of ukadiche modak	10/09/2018	10/09/2018	14	8
Rangoli Competition	05/10/2018	05/10/2018	38	15
Self- defence Program	01/11/2018	01/11/2018	53	32
Health awareness Program Medical Check-up	16/02/2019	18/02/2019	180	413

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

Percentage of power requirement of the University met by the renewable energy sources
30 percent of Total Electricity Consumption. Use of Solar Electricity, Solar Street Lamps

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	18
Provision for lift	No	0
Ramp/Rails	Yes	18
Braille	No	0

Software/facilities		
Rest Rooms	No	0
Scribes for examination	Yes	2
Special skill development for differently abled students	No	0
Any other similar facility	No	0

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	16/01/2019	1	Karmaveer Bhaurao Patil Vichar Prasar Upakram	Knowledge about Rayat Shikshan Sanstha and Karmaveer Bhaurao Patil.	118
2019	1	1	10/04/2019	1	English speaking Course for School Children	School Children are made aware of English Communication	29
2019	1	1	26/02/2019	1	Moot Court	Students are made aware about Court Happenings	28
2019	1	1	28/01/2019	1	Cervical Cancer Screening Camp	Girl students and their Mothers are made aware about Cervical Cancer	41
2018	1	1	31/07/2018	1	Cervical Cancer Prevention Testing Camp	Actual Checking of Cervical Cancer is	48

						made by the Doctors.	
2018	1	1	19/07/2018	1	Activity of health information for society	Society is made aware of Health	79
2018	1	1	13/08/2018	1	Rakhi making activity	Promotion of skill activity and brotherhoodness	63
2018	1	1	12/10/2018	1	Mazi Aai Mazya Collejyat	Mothers are made aware of their daughters college and Education.	26
2018	1	1	28/08/2018	1	Awareness Workshop on use of Vending and Buring Machine	Girl students are made aware of Vending Machine and its Uses	146

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

Title	Date of publication	Follow up(max 100 words)
Booklet on Code of Conduct for Students	22/09/2018	<ul style="list-style-type: none"> <li>Code of Conduct for students</li> <li>o During class hours a student cannot go out of the classroom without the permission of the teacher concerned.</li> <li>o The college expects students of both sexes to foster a healthy and decent relationship both on campus and off campus. Any behavior contrary to this sprit is deemed unlawful and punishable.</li> <li>o During leisure hours, students are advised to use the library, and internet browsing center.</li> <li>o When a teacher enters the classrooms, the students should raise and keep standing until they are asked to sit or until</li> </ul>

the teacher takes his/her seat. o Students shall move from one classroom to another or get out of the classroom in an orderly manner, without making any noise. o Students should bring prescribed textbooks to the classes every day. Failing which they will be sent out of the classroom. o Students should handle the furniture and other properties with care. o Students should stay away from any anti social activities. o Students should stay wear their identity cards inside the campus daily. o Without the permission of the Principal, Students are not permitted to circulate any printed materials or pamphlets. o Ragging in any form is a serious offence and it will be dealt with severely. o Damage fee will be collected for any damage caused by them knowingly or unknowingly. o Visitors are not allowed to meet the students in the classrooms. o Students should take care of their belongings. The institution will not be responsible for any loss.

Booklet on Code of Conduct for Principal

22/09/2018

? Code of Conduct for Principal ? Academic growth of the College and Department. ? Participation in the teaching work, research, and training programmes of the College ? Assisting in planning and implementation of academic programmes such as orientation courses, seminars, in service and other training programmes organised by the University

Department/College, for academic competence of the Faculty Members ? Admission of students and maintenance of discipline of the College. ? Management of College, Department, Library, Laboratory, Gymkhana and Hostels ? Receipts, expenditures and maintenance of accounts and submission of quarterly statement of accounts to the Management and to the Local Managing Committee ? Observance of provisions of Accounts Code. ? Correspondence relating to the administration of the College. ? Administration and supervision of curricular, cocurricular/ extracurricular or extramural activities, and welfare of the College, and maintenance of records. ? Observance of the Act, Statutes, Ordinances, Regulations, Rules and other Orders issued thereunder from time to time. ? Supervision of College and University Examinations, setting of question papers, for the College and University Examinations, moderation and assessment of answer papers and such other work pertaining to the Examinations as assigned. ? Assessing reports of teachers and maintenance of Service Books. ? Any other work relating to the College. ? Assessing reports of members of the nonteaching staff, maintenance of their Service Books and looking after the general welfare of the nonteaching staff. ? Observance and implementation of

		<p>directives issued by Government, authorities viz. Director of Education / Higher Education / University and other concerned authorities ? Safeguard the interests of teachers/nonteaching staff members and the Management. ? Timely submission of information/returns to different authority's viz. Government/University/University Grants Commission/Management etc. especially regarding Accounts matters.</p>
Booklet on Code of Conduct for Teacher	22/09/2018	<p>? Code of Conduct for Teacher</p> <ul style="list-style-type: none"> <li>• Uphold the honour and dignity of the teaching profession.</li> <li>• Provide an innovative and quality education to students.</li> <li>• Interact with the students in a friendly manner.</li> <li>• Abide by the rules and regulations of the institution.</li> <li>• Abide by the procedures to ensure student's safety.</li> <li>• Collaborate with fellow teachers.</li> <li>• Be responsible and interact positively with parents and other stakeholders in educating the students.</li> <li>• Be good counselors and facilitators.</li> <li>• Help, guide, encourage and assist students in their learning.</li> </ul>
Booklet on Code of Conduct for Teacher	22/09/2018	<p>? CODE OF CONDUCT FOR NONTEACHING STAFF ?</p> <ul style="list-style-type: none"> <li>? Report to duty at least 30 minutes in advance. ?</li> <li>? Remain on duty during college hours. ?</li> <li>? Adhere strictly to the laws and regulations of the college. ?</li> <li>? Respect and maintain the hierarchy in the Administration. ?</li> <li>? Maintain honesty, integrity, fairness in</li> </ul>



all activities. ?  
 Exercise selfdiscipline and restrain at all times and deal positively with staff, students and the general public ? Must not divulge official secrets, mutilate, expunge, conceal, alter or forge official documents / receipts. ? Must not intercept or misappropriate college money. ? Must not be absent from duty without official approval or approved sick leave. ? Avoid social networking sites such as Facebook, Whatsapp, etc during the working hours.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga day	21/06/2018	21/06/2018	145
Unity day	30/10/2018	30/10/2018	250
Gandhi Vichar sanskar pariksha	15/01/2019	15/01/2019	95
Human Right Activities	26/10/2018	26/10/2018	15

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

1.Tree Plantation 2. Plastic Free Campus. 3. Installation of Solar Electricity. 4. Rain Water Harvesting System 5.No. Vehicle Day 6. Collaboration with NGOs

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

7.2 Best Practice I. Title of the Practice: Green Campus 1. Objectives of the Practice: The IQAC has defined the following objectives which are in tune with the practice 1. To promote awareness of environmental issues among the students, staff, and society. 2. To achieve better sustainability on the campus and off the campus 3. To conserve water resources through rainwater harvesting. 5. To implement 3 'R' (Reduce/Reuse/Recycle) policy on the campus. 6. To use renewable energy resources (solar energy). 7. To study and maintain Flora and Fauna on the campus. 8. To support and implement "Swachh Bharat Abhiyan" for healthy India 2. The Context: A clean environment is a basic necessity of human beings for health and efficiency. The main aim of the practice is to impart knowledge, create awareness and develop an attitude of concern and to nurture necessary skills to handle the environmental issues and challenges. 3. The Practice: The college conducts periodically a green audit by external peers. The objective of the green audit is to promote the Environment Management and Conservation on the college campus. The institution labels the plants on the college campus. The college has developed Vermicomposting units on the campus. The objective is to create awareness of the solid waste management and recycle solid waste from the college campus. The pits are constructed on the campus for

rainwater harvesting. In the last five years, the college is using renewable energy like solar energy for water heaters in girls' hostels. Solar street lights are also installed and used efficiently in college campus. Signboards/posters are displayed on the college campus for encouraging ideas of plasticfree campus, noise pollution, and environmental awareness. LED bulbs are installed in the college buildings to save electricity. College observes 'No Vehicle Day' .The energy audit of consumption of electricity in the college is conducted periodically by Aditi audit is to measure carbon emission and determination of the carbon footprint analysis. Evidence of the Success: Awareness campaign for the plasticfree campus through signboards/display boards Vermicomposting units to convert solid waste into organic fertilizers that has minimized the solid waste on the campus. No Vehicle Day helped to minimize the air pollution Green audit and Energy audit of the campus is done periodically and regularly. A mandatory course on Environmental awareness at S.Y.B.A/B.Sc level and Green Chemistry Practicals for M.Sc, PartII (Organic Chemistry) are offered by the university. The Langstroth Hive Boxes are placed in the botanical garden for the conservation of honey bees and effective pollination of flowering plants

5. Problems Encountered and Resources Required: While carrying out this practice, following problem are encountered by the college. Green Campus initiatives are challenging so it requires determination and a long term assurance from all the stakeholders. Green Campus initiative is rather expensive practice. It needs an expert advice and investment of resources. Less awareness of students and community towards environmental issues. Title of the Practice: Woman Empowerment Goals: 1) To keep healthy atmosphere in the college 2) To increase enrolment of girl students The Context ? The college is committed to gender equality and has been undertaking several programs towards women empowerment in all sectors. Even though we speak about gender equality we see imbalance in it. Realizing this, the institution works on gender sensitization efforts. Practices, Workshop, Seminar, Lectures and Short term Course are organized: The list is as follows: ? Woman Empowerment Cell ? Internal Complaint Cell ? Activities of Gender Equality Guidance of Success: ? Girls students actively participate in the programs organized in the college. Rate of success of girl students is greater than boys. Numbers of girl students' participation in Sports and NSS is increased. No single case of harassment is observed. Problem Encountered and Resources Required: ? Majority girls students have responsibilities of family ? They work in the hospitals, Houses or shops. ? So, They couldn't attend the programs after 11:30 am ? Married girls response is not positive.

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

[http://bdbacollegeaundh.in/BDBA%20College%20of%20Arts%20&%20Commerce\\_files/Doc/New\\_Photo\\_woman\\_health.pdf](http://bdbacollegeaundh.in/BDBA%20College%20of%20Arts%20&%20Commerce_files/Doc/New_Photo_woman_health.pdf)

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Institutional Distinctiveness Vision: To impart the skill based knowledge in order to implant employability skill among students Priority: Along with conventional education the priority was given to skill based courses that have value added courses Thrust: Padmabhushan late Dr Karmaveer Bhaurao Patil laid the foundation of education for socially marginalized community in Maharashtra. He tried to bring these people into the mainstream of society. Rayat Shikshan Sanstha Satara carries this legacy since hundred years. Rayat Shikshan Sanstha's Dr. Babasaheb Ambedkar College is located in cosmopolitan City like Pune. The students belong to economically depressed class. Students of our college are 'special' as they relate to socially and financially marginalized

class. Their parents are involved in housekeeping jobs, domestic help. As a result, in some cases these students are first generation learners to pursue degree. To uplift the domestic status, the students, require jobs. But most of the times they get refuted because of lack of proper employability skill. Skill based courses are offered for getting hands on training. It relates to the qualities that a person possesses. Skill can guarantee work but conventional education does not fulfill such a thrust thoroughly. Students lack Entrepreneurship Skill, compering Skill, Speaking Skill and other many employability skills such as Repairing Skill for Electrical, Electronic Home Appliances Android Mobile also. So in order to implant such skills among them, the college conducts these skill based courses under the guidance of Karmaveer Vidya Prabodhini Satara. Karmaveer Vidya Prabodhini is a forum that is committed to offer the students a number of skill based and Job oriented short term courses in order to fulfil the required skill of market. These Courses classified under life skill courses skill oriented courses and job oriented courses. The college is committed to parent institution in conducting such courses. The college has commenced skill based courses from the academic year 201112 consisting 24 courses to quench the knowledge thrust of the students. Later the institution conducted 21 courses in 201213, 24 courses in 201314, 21 courses in 201415, 20 courses in 201516, 31 courses in 201718 and 36 courses in 201819 under Karmaveer Vidya Prabodhini. Institution exhibits the shorter term exhibition at the end of the year on Gymkhana Day. In this event, all the short term courses are exhibited under one roof in order to let the people know the activities going on in our college.

Provide the weblink of the institution

[http://bdbacollegeaundh.in/BDBA%20College%20of%20Arts%20&%20Commerce\\_files/Doc/Institutional\\_Distinctiveness.pdf](http://bdbacollegeaundh.in/BDBA%20College%20of%20Arts%20&%20Commerce_files/Doc/Institutional_Distinctiveness.pdf)

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

The institution has drawn the future plan regarding academic and administrative level. As our institution has Marathi, History, Economics, Political Science, English and Commerce department. The computer related department that is BBA is running effectively. For the academic year 201920 the institution has some perception about the steps to be undertaken for the welfare of the academic and administrative excellence. To begin, along with above departments, the institution runs skill based courses for the employability of the students. So, the institution is pondering over the ways to expand the infrastructure of the college. In terms of academic excellence, the department of English will undertake "Capsule Course" in English and Marathi to create proficiency among students. The teacher will taught Business Correspondence. In order to cultivate, research aptitude among students, research committee has distributed subjects per year for FY BA/B.Com./BBA students. The Department of Marathi will give the students the projects regarding social welfare oriented area and personality development area. The research Committee will encourage the faculty members to undertake minimum 6 research papers per year. In addition, it will encourage the faculty members to send the proposals for Seminars, Conferences at State, National and International level to receive the grant from UGC, Savitribai Phule Pune University, Pune and other funding agencies as such. Feedback is very important for the upliftment of the institution. Regarding this, the feedback committee will enhance the quantity of students in order to make them participate in college activities. To commence the Consultancy Cell in the field of Modi Lipi, Water Observation, Stock Market and Proof Reading. To boost the academic excellence among brilliant students, the IQAC will establish Academic Excellence Cell for special coaching. At department level, the following departments have planned following future plans. Marathi: To establish Marathi (Language and Literature) Research Centre English: To undertake Major Research Project. To increase the strength of the department To start English communication course for

the housewives. To start consultancy of editing and proof reading. History To Start Modi Script Course. Establishment of Museum related to Archeological objects Political Science: To introduce subject at a special level. To organise Moc Parliment To established Dr. Babasaheb Ambedkar Study Centre. Geography To organize the expert lectures for quality improvement To arrange the state level seminars. To arrange the study tours. To introduce Geography as a special subject at B.A. level. Psychology: To organize workshop to develop student life skills. To establish counseling center. To start subjects at special level. Commerce: To strengthen Commerce Laboratory. To undertake collaborative research project with industry. To established Postgraduate research Center. BBA Enhance Industrial projects which will add more future prospects of students and department The department intends to have collaborated projects with research funding organizations To develop Digital Library. To conduct seminar/techno event and conference for every semester To conduct training programs to the members of the faculty for the enhancement of their technical skills. To organize job oriented training programs. To develop linkage with IT industries.