



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	KHADKI EDUCATION SOCIETY'S TIKARAM JAGANNATH ARTS, COMMERCE & SCIENCE COLLEGE, KHADKI, PUNE
Name of the head of the Institution	MAHAMADRAPIK UMRAO MULANI
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02025818246
Mobile no.	7588030024
Registered Email	admin@tjcollege.org
Alternate Email	tjciqac@gmail.com
Address	491, Dr. Babasaheb Ambedkar Road, Khadki
City/Town	Pune
State/UT	Maharashtra

Pincode	411003																														
<b>2. Institutional Status</b>																															
Affiliated / Constituent	Affiliated																														
Type of Institution	Co-education																														
Location	Urban																														
Financial Status	state																														
Name of the IQAC co-ordinator/Director	RAJENDRRA LELLE																														
Phone no/Alternate Phone no.	02025811491																														
Mobile no.	9823291084																														
Registered Email	tjciqac@gmail.com																														
Alternate Email	comp@tjcollege.org																														
<b>3. Website Address</b>																															
Web-link of the AQAR: (Previous Academic Year)	<a href="http://tjcollege.org/igac/">http://tjcollege.org/igac/</a>																														
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																														
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://tjcollege.org/igac/">http://tjcollege.org/igac/</a>																														
<b>5. Accrediation Details</b>																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>B</td> <td>2.3</td> <td>2018</td> <td>03-Jul-2018</td> <td>02-Jul-2023</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.6</td> <td>2010</td> <td>28-Mar-2010</td> <td>27-Feb-2015</td> </tr> <tr> <td>1</td> <td>B</td> <td>72</td> <td>2004</td> <td>08-Jan-2004</td> <td>07-Jan-2009</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	3	B	2.3	2018	03-Jul-2018	02-Jul-2023	2	B	2.6	2010	28-Mar-2010	27-Feb-2015	1	B	72	2004	08-Jan-2004	07-Jan-2009
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1	B	72	2004	08-Jan-2004	07-Jan-2009																										
<b>6. Date of Establishment of IQAC</b>	05-Jul-2018																														
<b>7. Internal Quality Assurance System</b>																															
<table border="1"> <tr> <td>Quality initiatives by IQAC during the year for promoting quality culture</td> </tr> </table>		Quality initiatives by IQAC during the year for promoting quality culture																													
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Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Internal Quality Assurance Cell has taken regular meetings of Core Committee & Criteria and Department Heads	08-Feb-2019 14	39
AQAR submission in time	26-Dec-2019 10	12
Students', Parents' Feedback Forms regarding Syllabus & Facilities in College premises collected and analysed for improvements	10-Mar-2019 10	208
<a href="#">View File</a>		

**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
NIL	NIL	NIL	2018 0	0
<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 :**

3

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)**

Teachers Training on Cyber Security Awareness by Quick Heal June 2018. Workshop on Smart use of Internet for College support staff on 06/09/2018. Entrepreneurship Development Workshop for students (ED Cell Program) 5 Jan 2019. Seminar on Health Awareness 13/02/2019. Workshop on implementation of CMS Cloud Training for Office

Staff 24, 25 April 2019.

[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
Special Quality Improvement Programs:	Teachers Training on Cyber Security Awareness by Quick Heal June 2018. Workshop on Smart use of Internet for College support staff on 06092018. Entrepreneurship Development Workshop for students (ED Cell Program) 5 Jan 2019. Seminar on Health Awareness 13022019. Workshop on implementation of CMS Cloud Training for Office Staff 24, 25 April 2019.
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
College Development Committee	27-Sep-2019

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2018

Date of Submission

31-Jan-2018

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

College is using various MIS modules at different departments like CMS for Online admissions and bonafide etc. in office. 1. CMS at office by MasterSoft 2. Tally ERP 9 for accounting 3. License MS Office 4. Vridhhi for Exam. 5. SOUL 2.0 for Library 6. Icardwala.com for ICards 7. Web OPAC for book search 8. DDC for

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

The institution aim to develop and deploy various plans for effective implementation of the curriculum in which first step is taken in the beginning of academic year; teaching plans are prepared by the teachers of all the faculties. Time tables are prepared for all the classes of the respective programs. Allocations of lectures of all the subjects are planned according to Savitribai Phule Pune University rules and regulations. All the teachers follow teaching schedule as per the time table. Our teaching faculty update themselves by attending refresher courses, orientation programs and workshops, conferences, seminars organized by various colleges & UGC HRD centres of Universities which help them for implementation of their subject delivery & curriculum more effectively . All the teachers use various teaching methodology to make learning process more effective. The subject teachers arrange regularly study tours, field visits, practical sessions for enhancing their fundamental concepts and knowledge of the respective subjects. The college always support and organize study tour, guest lecture, group discussion, practical session and industrial visit etc. for students to understand the curriculum more effectively. To organize study tours and field visits in concerned subjects, the college provides financial assistance. Departments use modern teaching aids, ICT devices for effective delivery of curriculum. Our institute provides all necessary infrastructural facilities to our teaching staff such as Audio Visual Hall, Language lab, Educational Software and material such as CD's, reference books in library and e-library facility, which helps them in their routine teaching of curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	15/06/2018	0	NIL	NIL

**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	NIL	15/06/2018
No file uploaded.		

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
MCom	Commerce	15/06/2018
MSc	Computer Science	15/06/2018

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

	Certificate	Diploma Course
Number of Students	21	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
Enrichment of Economics and Banking	04/02/2019	50
Basics of English for the Beginners	01/01/2019	25
Fundamentals and Basics of Computer	01/06/2018	35
Fundamentals and Basics of Tally	01/06/2018	35
<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
BCom	Commerce	26
BA	Arts	61
BSc	Computer Science	25
BCA	Computer Application	19
BBA	Commerce	69
MSc	Computer Science	32
MCom	Commerce	20
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### 1.4 – Feedback System

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

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>We have a feedback system for all the stake holders 1. Students. 2. Teachers. 3. Employers. 4. Alumni. 5. Parents Each feedback form has objective type of questions and one can answer their opinion according to their choice to the preferable option about curriculum which we follow according to SPPU. Collection of feedback forms has been done from various departments of the college. Analysis of the feedback forms has been done using a simple statistical process which results percentage wise analysis of each question which has five options as Strongly Agree, Agree, Neutral, Disagree, Strongly</p>

Disagree to answer all the stakeholders. All the feedback forms have one subjective question for suggestions of stakeholders. In the analysis report of feedback form, suggestions and percentagewise analysis of each question is reported. Feedback analysis report uploaded on college website.

## 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
BSc	Computer Science	80	75	59
BCom	Commerce	396	466	389
BA	Arts	240	222	202
BBA	BBA	80	72	59
BCA	BCA	80	51	43
MCom	Commerce	60	52	34
MSc	Computer Science	30	25	18

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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1341	91	34	0	14

### 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
34	25	4	9	1	2

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

The college has a well defined policy of mentoring newly admitted under graduate and post graduate students. Institute assigns to every teaching faculty the role of mentor to the newly admitted students. Each student of the College is attached to faculty mentor for personal guidance and career guidance. Every faculty member is expected to create a rapport with the student mentee, encourage him or her to ask questions, and attempt to clarify doubts. The students meet mentors frequently and get their support in overcoming the emotional and other difficulties of them. The mentors use both formal and informal means of mentoring. The mentor system, apart from its formal part, also exists as a robust informal mechanism to boost inclusiveness, gender sensitivity and social responsibility of students. The essence of mentorship is a sustained human relationship a one to one developmental relationship that ensures a student that she or he is a valued person. A mentor is expected to focus on the mentee's holistic development by guiding her in areas like academics, projects, career choices, placements etc. Mentors are also required to focus on developing their employability Skills, communication skills,

attitude and confidence of their mentees and record academic progression. The college admits students from various socio economical backgrounds, students from rural and urban regions. There is a vast variety in students admitted in the institute. The fresher's who came from various schools and Junior colleges arrives in the College, they face many emotional, behavioural, , economic and other difficulties for all these they need mentors to help them to come out of these situation and gain confidence of facing such situations bravely. The College has a counsellor who helps fresher's to overcome their emotional and behavioural difficulties. During the induction program students are made aware of the counsellor and the type of help counsellor can provide to the students who face such type of difficulties. The College organizes the induction program for fresh students. The Principal of the College addressee fresh students giving them the basic information about the Institute, various courses conducted in the institute relevance of this courses and various career opportunity after completion of graduation. In the same session head of the departments also brief to the fresh students about their individual department their courses, laboratories and the opportunities for the students of the department. The senior students also perform the work of mentorship. The programs such as fresher's welcome programme and fresher's game are being organized by the students welcoming and acclimatizing them with the institute culture in general and environment in particular. This programs where in participants are mostly the freshers helps them immensely in rebuilding their emotional and other barriers.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1432	34	1 : 42

## 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
20	19	1	0	8

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Urmila Sadolikar	Associate Professor	Asia Pacific International Educational Excellence Award, Bangkok, Thailand
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	III	20/04/2019	19/06/2019
BCom	BCom	III	26/03/2019	07/06/2019
BSc	BSc	III	05/04/2019	04/06/2019
BCA	BCA	III	05/04/2019	06/06/2019
BBA	BBA	III	10/04/2019	06/06/2019
MCom	MCom	II	13/05/2019	04/07/2019



MSc	MSc	II	13/05/2019	04/07/2019
<a href="#">View File</a>				

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

Tikaram Jagannath College affiliated to Savitribai Phule Pune University and adheres to the syllabus laid down by the University. We follow number of guidelines and methods to carry out a continuous internal evaluation system at the institutional level. . It receives the university given timeline and adheres to it. The college prepares academic calendar at the beginning of the year. The academic calendar is also distributed among all teaching nonteaching staff of the college. The academic calendar contains the yearly schedule of the college ranging from the list of holidays (national level holidays, state level holidays, local holidays and the institutional holidays), schedule of the college examinations and other forms of evaluation such as evaluation through performance in Departmental seminar, presentation etc. The tentative dates of publication of college results are also mentioned in the academic calendar. Schedule of other activities such as Parentteacher meeting, College social and other cultural programmes, College sports etc are also provided in the academic calendar. For the undergraduate program, the college conducts assessment of the students in three different components theory, practical and vivavoce. The pattern and the marks distribution of all the components is as per the university format. These tests are conducted in evenly spaced out intervals to avoid pressuring the students with too many examinations. After each topic is taught in detail, various assessments in the form of class tests, tutorials, seminars, poster presentations are conducted. Teachers take a detailed discussion about the topic as per the university question format and gives the students a clear understanding of what to expect. This allows the students to understand each concept individually as well. Students are made aware of the evaluation process by orientation program at the beginning of the course. Some Departments are evaluating their students through organizing debates, extempore, group discussion, seminar presentation etc. The college has switched over to the MCQ type questions for the evaluation of the students. Post Graduate Departments in the college has begun the consideration of taking the class tests under newly introduced CBCS system.

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

The institution ensures effective time management and timeliness. It receives the university given timeline and adheres to it. In the beginning of the academic year, academic calendar is published by the institution. It gives a time plan for the curricular as well as the extracurricular programmes. For the undergraduate program, the college conducts assessment of the students in three different components theory, practical and vivavoce. The pattern and the marks distribution of all the components is as per the university format. These tests are conducted in evenly spaced out intervals to avoid pressuring the students with too many examinations. Every academic year is split into two terms. These marks are also vitalized to decide the course of nature for teaching slow students and rectify their performance before the university examination. For the postgraduate program, Departments are evaluating their students through organizing debates, extempore, group discussion, seminar presentation etc. Post Graduate Departments in the college has begun the consideration of taking the class tests under newly introduced CBCS system. Every teacher follows a strict agenda that is discussed and approved by the head of their respective departments. This is followed by deducing a daytoday division of topics and chapters. These topics and chapters are chosen keeping the upcoming CIE in mind. The timeline created allows the students to complete the given syllabus in enough time. The students are given plenty of time before the examinations

to prepare and practice their concepts. In any condition, the academic calendar is followed and respected by teachers of all departments.

## 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://tjcollege.org/igac/>

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
	BA	BA	45	25	55.55
	BCom	Commerce	92	24	26.09
	BBA	BBA	25	5	20
	BCA	BCA	17	5	31.25
	BSc	Computer Science	25	5	20
	MCom	Commerce	20	19	95
	MSc	Computer Science	15	15	100

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## 2.7 – Student Satisfaction Survey

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

<http://tjcollege.org/igac/>

## 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
Any Other (Specify)	0	NIL	0	0

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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property Rights	M.Sc. (CS)	02/03/2019
Intellectual Property Rights	BBA	07/12/2018

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
NIL	NIL	NIL	15/06/2018	NIL
<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
0	NIL	NIL	NIL	NIL	15/06/2018
<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
01	00	03

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

Name of the Department	Number of PhD's Awarded
00	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	History	1	5.81
International	Geography	2	5.81
International	Hindi	1	6.26
International	BBA	2	5.5
International	BCA	1	5.5
International	BBA	1	4.36
International	English	1	5.81
<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
Computer Science	1
<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
NIL	NIL	NIL	2018	0	NIL	0
<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	Name of	Title of journal	Year of	h-index	Number of	Institutional
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Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
NIL	NIL	NIL	2018	0	0	NIL
<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
Resource persons	0	0	1	0
Presented papers	0	1	0	0
Resource persons	0	1	0	0
Attended/Seminars/Workshops	0	1	0	0
Attended/Seminars/Workshops	0	0	1	0
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
HIV/ AIDS AWARENESS	INDIAN RED CROSS SOCEITY	3	73
Blood Donation Camp	Janakalyan Raktapedi Pune	5	35
<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
N S S	N.S.S. Area coordinator	SPPU	75
Green College Clean College	Award for Film Making	K V I F F	12
INDIAN RED CROSS SOCEITY	Recognition as member of india youth redcross for 5 years	INDIAN RED CROSS SOCEITY	73
<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	Name of the activity	Number of teachers participated in such	Number of students participated in such

	agency		activities	activities
Swachh Bharat Abhiyan	University of Pune	Alandi to Pandharpur Vari	5	150
HIV/ AIDS AWARENESS	INDIAN RED CROSS SOCIETY	HIV/ AIDS AWARENESS	4	73
Green College Clean College	KVIFF	Film Making	1	12
<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
NIL	NIL	NIL	0
No file uploaded.			

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
Project Work	Project Guidance for Internship	Narmware Software Solutions Pvt. Ltd.	03/12/2018	30/06/2019	4
No file uploaded.					

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
Quick Heal Foundation	27/04/2018	Cyber Security Awareness	10
<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
0	0

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
Seminar Halls	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
SOUL	Fully	2.0	2019

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13896	1446718	212	21456	14108	1468174
Reference Books	10998	2274618	154	51628	11152	2326246
e-Books	6000	5900	0	0	6000	5900
Journals	25	0	0	0	25	0
e-Journals	97000	0	0	0	97000	0
Digital Database	0	0	0	0	0	0
CD & Video	174	0	0	0	174	0
Library Automation	0	0	0	0	0	0
Weeding (hard & soft)	13058	0	0	0	13058	0

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	15/06/2018

[View File](#)

#### 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	201	9	201	1	0	11	10	5	0
Added	0	0	0	1	0	0	0	0	0
Total	201	9	201	2	0	11	10	5	0

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

5 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	<a href="#">Nil</a>

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
415000	599300	759000	738252

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)

College Development committee assesses every year the physical academic and support facilities in the college. As per the requirement, new facilities are provided. IQAC of the college reviews all facilities available in the college it takes feedback from all the heads of academic and non academics departments regarding facilities required. The IQAC makes the proposal to update the required facilities and present it the CDC for final approval. Principal and Maintenance committee reviews AMCs to be regularized and as per the requirement AMCs are done with various agencies regarding maintenance.

<http://tjcollege.org/iqac/>

**CRITERION V – STUDENT SUPPORT AND PROGRESSION**

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	0	0
Financial Support from Other Sources			
a) National	Scholarship GOI	447	2757853
b) International	Nil	0	0
<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
Bridge Course	10/07/2018	50	Institutional Level Dept.Of English
Mentoring	16/07/2018	20	Institutional Level Dept.Of English
Bridge Course	20/09/2018	21	Institutional

			LevelDept.Of Computer Science
Career Cunselling	24/08/2018	38	Institutional LevelDept.Of Psycho logy
Mentoring	13/08/2018	60	Institutional
Mentoring	20/08/2018	70	Institutional
Mentoring	20/08/2018	110	Institutional
<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
2018	NIL	0	0	0	0
<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
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	0	0	00	0	0
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	28	B Com	Commerce	TJCollege Khadki	M Com
2018	4	BSc	Computer Science	TJCollege	MSc
<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
-------	---



Any Other	0
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports and Cultural	Institutional	211
<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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NIL	National	0	0	NIL	NIL
<a href="#">View File</a>						

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

In academic year 201819 student council was not formed because Maharashtra university act 1994 was cancelled and new act was not implemented. It is constituted as per university guidelines., (as per Maharashtra university act 1994) Rank holder of each class representative as a class representative ,NCC, NSS , SPORTS, Cultural Programmes, IQAC, Anti ragging committee, student grievance redressal cell, annual college magazine, college canteen committee and library committee are also in the council. University representative (UR) is elected among them who represent University Student Council. Student council help to maintain discipline in the college. Student council members identify students from various talented in sports , cultural activities and motivate them to get involve in various activities and take initiative in organizing annual social gathering, Republic Day, Independence Day, Excursions, Tournaments ,Sport Events etc. It is the council member's responsibility to reports the respective teachers or incharges about any indiscipline happened in any activity or department. They help the college authorities in organizing and managing various curricular and cocurricular activities in the college. Members of students council takes responsibilities of organizing the major activities like annual cultural programmes , NSS Camp and Sports events.

**5.4 – Alumni Engagement**

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

**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)

Nature of Governance is 100 participative and the decision making is immediate. Some of our teaching faculty is involved actively in CDC/LMC (College Development Committee/ Local Management Committee) IQAC which are the major decision making bodies. Principal of the College is also a member of Governing Council of the KES through which various policy making decisions are taken for the College development other College activities. College follows the decisions taken in the Governing Council and CDC/LMC (College Development Committee) meetings along with IQAC meetings where the teachers' participation is involved. In LMC/CDC IQAC major College related decisions are taken and the various subcommittees are formed under the respective Heads/ Experts to complete the decided task, exhibiting the decentralization participative management. LMC/ CDC have also given the right of decision to IQAC which takes the student centric decisions time to time as per the need. All such IQAC decisions are communicated to LMC/ CDC Governing Council time to time. Case 1: In the Institution in academic year 201819 various departments like Psychology, B.B.A.C.A., B.Sc. (Comp. Sci.), Office IQAC had requirements as below 1) NP Antivirus Single User 1yr. 1 user - 550 all (Qty20) . Or Quick Heal Antivirus Total Security Single user 1 yr 1 user Or Quick Heal Antivirus Total Security Single user 1 yr 10 user 2) CAT6 Cable 300 Mtr.5900 (Qty1) . 3) RJ 45 Connectors for CAT6 -DLink 7 all per (Qty100) 4) CMOS 2032 Battery70 all per Quantity (Qty20) 5) Logitech Mouse Wired M90 Usb 300 all (Qty5) 6) SMPS 24 Pin Circle 400 Watt - 850/ All DP (Qty1) 7) HP LJMFP 126 nw. 8) LED Display 19". 9) Biometric Sensor. 10) Signal Generator. Head of all departments had put their requirements in front of Hon. Principal for consideration. Principal Purchase committee put this topic in CDC meeting. CDC took final decision and decided to purchase from Sujata Computers Pvt. Ltd. and accordingly purchase committee implemented the same. Case 2: In the academic year 201819 Electronics department of the institution had the requirement for repairing maintenance of the following instruments. 1) Calibration of existing CROs (Qty7) 2) Repairing Calibration of existing SWG (Qty8) 3) Function Generator 100500 MHz .(Qty1) 4) D.M.M. (Digital Multimeter) 10 K Count 45 .(Qty1) . Head of Electronics department had put requirement in front of Hon. Principal for consideration. The same topic was discussed in CDC. Institution asked for proposal of Quotations and various companies in that particular sector like Tektronix , Control Automation Consulting, Adarsh Electricals Unitech Power System submit their proposals. After analyzing all quotations CDC took final decision and give the permission for the maintenance repairing of instruments from Unitech Power System.

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	? Curriculum Development The institution is an affiliated college under Savitribai Phule Pune University and therefore follows the University curriculum.
Teaching and Learning	• With traditional method of teaching, use of ICT is being promoted in

teaching and learning process. • Students are allowed to use online services. • The college has computers for all the department students and staff. • Guest lectures, study tours, industrial visits are organized by the departments. • The final year students either undertake the project work or industry training programs viz.: Computer Science (B.Sc., M.Sc.), Commerce (B.B.A. C.A., B.B.A., B.Com., M.Com.).

Examination and Evaluation

? Examination and Evaluation • Various types of Examinations, Tutorials, Tests and the corresponding Evaluation Techniques are adopted as per the rules and regulation of SPPU. • UG students: Regular home assignments, class tests, tutorials, presentation are given to student as a part of continuous assessment process. The students also appear for term end/ internal examination for theory and practical examination viva. This prepares them for the semester or final examination. • PG students: The PG students (M.Com. M.Sc.) also appear for the regular class test, home assignment, open book test, presentation, project as a part of their continuous assessment schedule under the Choice Based Credit System.

Research and Development

? Research and Development • Teachers are encouraged to undertake the Research Projects, participate in Seminars/ Conferences. • Teachers students participate In University/ State/ National/ International level seminar/ conferences/ workshops. • Under the Student Magazine Student Research Committee college published the magazine on the subject "Management Information System". • Every year, including this year, Research articles are compiled and published in TechnoTrends, Fourth Dimension, Phoenix magazines by the students of various departments.

Library, ICT and Physical Infrastructure / Instrumentation

? Library, ICT and Physical Infrastructure/ Instrumentation Library is regularly upgraded with latest Reference Books, Text Books, Journals Periodicals. ICT instrumentation facilities are also well maintained and upgraded periodically as per the need. In 201819 up gradations in Library are: • 212 text books are purchased worth Rs. 21456/ • 154 new Reference books

are purchased worth Rs. 51628/ • 10000 books are barcoded. • New OPAC (Online Public Access Catalogue) done successfully through SOUL 2.0 (Software for University Libraries). • Library has taken D.D.C. (Dewey Decimal Classification) System. • Using internet connectivity in Library resource centre. • elibrary facility is maintained and is used by the students (Free internet facilities for faculty and students. Physical Infrastructure Instrumentation : In 201819 Institution purchased following instruments D.S.O. (Digital Storage Oscilloscope) , (From Sujata Computers Pvt. Ltd. on 31st March 2019) 1) NP Antivirus Single User 1yr. 1 user - 550 all (Qty20) worth Rs. 10400/. 2) CAT6 Cable 300 Mtr.5900 (Qty1) worth Rs. 5900/ 3) RJ 45 Connectors for CAT6 -DLink 7 all per (Qty100) worth Rs. 700/ 4) CMOS 2032 Battery70 all per Quantity (Qty20) worth Rs.1400/ 5) Logitech Mouse Wired M90 Usb 300 all (Qty5) worth Rs. 1500/ 6) SMPS 24 Pin Circle 400 Watt - 850/ All DP (Qty1) worth Rs 850/ Maintenance Repairing: Comprehensive AMC for the period of 1st April 2019 to 31st March 2020. 1) (From Unitech Power System) a) 25 KV Online UPS (Qty 1) Maintenance Charges Rs. 22000/. b) 10 KV Online UPS (Qty 1) Maintenance Charges Rs. 11000/. c) 10 KV Online UPS (Qty 1) Maintenance Charges Rs. 11000/. d) Diesel Generator 62 KV (Qty 1) Maintenance Charges Rs. 8000/. 2) (From TEAMWORK). a) Updating College Web site from March 2019 to Feb. 2020 worth of Rs 12000/ (paying quarterly Rs. 3000/) b) Domain Name Renewal Hosting per year worth of Rs. 1875/. 3) ( From Adarsh Electricals) a) Calibration of existing CROs (Qty7) worth of Rs. 35000/ b) Repairing Calibration of existing SWG (Qty8) worth of Rs. 40400/ c) Function Generator 100500 MHz .(Qty1) worth of Rs 33900/ d) D.M.M. (Digital Multimeter) 10 K Count 45 .(Qty1) worth of Rs. 5500/. ICT: • All department students teachers use Laptop Tablet regularly.

Human Resource Management

? Human Resource Management • College Development Committee (CDC) regularly recommends the Manpower requirement (Teaching, NonTeaching Others) if any to the Governing Council of Khadki Education Society. As per the need, the

	vacancies recommended are duly filled. • Training for Teaching, nonteaching, administrative staff regarding online admission procedure implementation of CMS Cloud. • Training on eLibrary for Library staff.
Industry Interaction / Collaboration	? Industry Interaction/Collaboration • Field and Industrial visits are organized as per the requirement of academic programs. Eminent personalities from various Industries are invited to interact with Students and Staff in order to enhance their knowledge to develop their skills. Opportunity of internship is given to students by various industries. • College has MOUs with Quick Heal and OLE lab. Various activities are conducted. (Training was conducted by Quick Heal Foundation under CSR for F.Y.B.Sc. students on 2nd Aug. 2018 on topic "Cyber Security Awareness". Outcome of the Training Program was : 10 students were selected to give lecture on the same topic at various colleges. They trained near about 5000 students.)
Admission of Students	? Admission of Students Admissions are strictly done as per the rules regulations of Savitribai Phule Pune University, UGC and Reservation policy of Govt. of Maharashtra.

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

E-governance area	Details
Planning and Development	? Planning and Development : • Since 2008 Institution is using College Management Software by Mastersoft ERP Solutions Pvt. Ltd (Address: 1456A, Opposite Pandav Polytechnic, New Nandanwan L/O, New 440009, Nandanvan, Nagpur, Maharashtra 40024 Tel:07122710900) as well as MS Office software for planning development purpose.
Administration	? Administration: • From 2014 institution is using Microsoft Windows Office SystemsPoint (Raviwar Peth, Pune 2 Email: systems@vsnl.com Mr. Lalit Jain 9890048515 / 40052424.)
Finance and Accounts	? Finance and Accounts : • Since 2016 institution uses Microsoft Windows Office Prestige (purchased from Computers Shop No. 4, A Wing, Yashashree Coop. Hsg. Soc., Nr Khandoba Mandir Busstop Gokulnagar Chowk,

	KatrajKondhwa Road, Katraj, Pune - 411046 Tel.: 65200342. ) • Also institution uses Taxbase for Income Tax since 2015. • Tally software Excel for accounting purpose.
Student Admission and Support	? Student Admission and Support : • Institution uses Online Admission Software by MasterSoft ERP Solutions Pvt Ltd. (Address: 1456A, Opposite Pandav Polytechnic, New Nandanwan L/O, New 440009, Nandanvan, Nagpur, Maharashtra 440024Tel.: 0712 271 0900 support@iitms.co.in) i.e. C.M.S. (College Management Software) from 2015 and window's based MS Word MS Excel for admission purpose. • ICard generation software from 2015.
Examination	? Examination : • Institution uses Examination Management Module ( Address: 312/2c Near Sandesh Cinemax, Malegaon, Nasik (Maharashtra) Pin 423203 Contact 02554/ 252401/252403 support@vridhdhisoftware.com) i.e. Vruddhi software for examination purpose from 2013.

### 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
2019	Prof. Mehanaz Kaushar	International conference on New Trends in Commerce, Economics, Banking, Cooperation, Management, Computer Science, IT Environment	Poona College Of Arts, Science Commerce	2000
2019	Prof. Mehanaz Kaushar	International conference on New Trends in Commerce, Economics, Banking, Cooperation, Management, Computer Science, IT Environment	Abeda Inamdar College of Arts Commerce College	2000

2018	Dr. A. S. Mokashi and Prof. Yogita Zope	International conference on Business Management Technology Social Innovations.	Poona College Of Arts, Science Commerce	2000
2018	Mr. Anand Naik	One day State Level Workshop on " Library Readiness for NAAC Accreditation"	Yashaswi Education Sociey's International Institute Of Management Science"	500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NIL	NIL	15/06/2018	15/06/2018	0	0
<a href="#">View File</a>						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	0	15/06/2018	15/06/2018	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	13	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
00	00	00

## 6.4 – Financial Management and Resource Mobilization

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

College conducts the internal as well as external financial audits regularly. The internal financial accounting is completed by 10th of every month. The internal auditor appointed by the College cross checks and verifies these calculations and also finds out the shortcomings/ errors and rectifies the same. These errors and/ or shortcomings are explained to the College Accountant

and the Office Superintendent by the Internal Auditor. The errors/ shortcomings in the accounts are rectified as per the instructions of the Internal Auditor immediately. The internal auditor submits his report to the Governing Council of KES periodically. The external auditor visits the College office twice every year and checks the books of accounts and then prepares his Report Audited statement which is presented in the Governing Council Meeting conducted in the month of June every year. The Report is approved by the Governing Body of KES. The short comings and errors/ rectifications in the audit are enlisted in the report of the external auditor's report and sort out them. Sr. No. Name Of The Report Report Dated on 1 Statutory Audit of T. J. Arts, Commerce and Science Senior College, Grantable for the year ended 31st March 2019 ( By Amol. C. Datar Associates, C.A., Sadashiv Peth, Pune) 20/06/2019 2 Statutory Audit of T. J. Arts, Commerce and Science - Non Grantable, Grantable for the year ended 31st March 2019. ( By Amol. C. Datar Associates, C.A., Sadashiv Peth, Pune) 20/06/2019 3 Statutory Audit of T. J. Arts, Commerce and Science - Computer Science for the year ended 31st March 2019. ( By Amol. C. Datar Associates, C.A., Sadashiv Peth, Pune) 20/06/2019

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
00	0	00
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6.4.3 – Total corpus fund generated

00
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	IQAC
Administrative	No		Yes	IQAC

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

<p>PTA meetings are conducted department wise. The feedback is obtained from parents regarding the college. The teachers give updates regarding timetable, attendance record, test records, fee dues , scholarship forms regarding the progress to them and discuss the concerns one to one with the parents. The feedback by parents is taken into consideration. Whatsapp group of parents is created for a continuous interaction between parents and teachers. In the academic year 20182019, Facultywise parentteacher meetings were conducted by BBA, Computer science and BBACA department. Department Date of Meeting BBA 02/02/2019 Computer Science 16/02/2019 BBACA 09/02/2019</p>
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6.5.3 – Development programmes for support staff (at least three)

<p>College (IQAC) conducts special training for the support staff. In the year 20182019 these training sessions were as under: 1) One day workshop on Smart use of internet conducted by Computer Science department on 6th Sept. 2018. 2) Seminar on Health Awareness conducted by BBACA department on 13th Feb. 2019. 3) Two days workshop on "Implementation of CMS Cloud Training" 24th 25th April 2019.</p>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

The previous NAAC Peer Team had made a number of recommendations. Our efforts to enhance the quality, has led us to take many initiatives to not only comply with the recommendations, but also to go a few steps further. The following measures have been taken in the light of the suggestions made by the peer team in the previous reaccreditation cycle: 1) Library : • 212 books are purchased valued Rs. 21456/ • 154 new Reference books (Sr. BCS) are purchased valued Rs. 51628/ • 10000 books are barcoded. • New WebOPAC (On Line Public Access Catalogue) done successfully. • Library has taken D.D.C. (Dewey Decimal Classification) System. • Icardwala.com is used for I card generation which is a better software than earlier • SOUL 2.0 is implemented for Library from this year 2) Welfare Scheme: • For Students : 9 students of T.Y.B.B.A.C.A. had participated in "Two days State Level Seminar on "Ethical Hacking And Digital Forensics" under QIP on 4th 5th Jan. 2019 held at P.E.S.'s MICA, Nigdi, Pune 44." (College paid registration travelling amount for the same.) • Online admissions are now proposed to be done on cloud instead of server based CMS system.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	One day workshop on Smart use of internet conducted by Computer Science department on 6th Sept. 2018.	06/09/2018	06/09/2018	06/09/2018	16
2019	Seminar on Health Awareness conducted by BBACA department on 13th Feb. 2019.	13/02/2019	13/02/2019	13/02/2019	20
2019	Two days workshop on "Implementation of CMS Cloud Training" 24th 25th April 2019.	24/04/2019	24/04/2019	25/04/2019	13

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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Nirbhay Kanya Abhiyan	30/01/2019	05/02/2019	83	0
Prasar Mdhyaee Ani Sthriya	28/09/2018	28/09/2018	83	0
Self Help Group	17/12/2018	17/12/2018	27	23
International Woman Day	08/03/2019	08/03/2019	50	70

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
10 percent (36,506 units/year)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	0	0	15/06/2018	0	NIL	NIL	0

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

Title	Date of publication	Follow up(max 100 words)
NIL	15/06/2018	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	15/06/2018	15/06/2018	0

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

- Students, staff using a) Bicycles b) Public Transport) Pedestrian friendly roads
  - Plastic free campus
  - Paperless office
  - Green landscaping with trees and plants
- Response: • Green Practices: The College is situated in the central location of PCMC and PUNE area. Public transportation facilities easily available like PMT Bus station and Railway Station. Students also stay nearby area. Initiatives like Ozone day, Earth day, • No vehicle day taken by Comp Science department and environment awareness department for energy saving,

Pollution free ,minimize traffic problems. Staff members and students use the bicycles, carpool, share vehicle as well as those who are staying nearby use the bicycles and prefer walk. • Earth Day: Environment awareness department offers saplings to all teaching and non teaching staff to promote tree plantation. Some of the Students use the bicycles Some of the big trees which are obstacles to the building area so they moved to the open space. Medicinal Garden maintained in college area. To make awareness for green initiative, College offer Sapling. Footpaths are available surrounding the college so pedestrians are using friendly roads. • Plastic Free campus: Antiplastic drive: It is conducted in the college campus and surrounding area of Khadki. Waste material was sent to PMC for recycling. • "SWACHH BHARAT ABHIYAN" conducted on 2nd October • Rain Water harvesting: Due to Ground Level water in the College premises is consistently high the frequent water logging is experienced on the College ground. Because of this there is a little scope for independent rain water harvesting. But College has constructed a water recharge pit near the bore well on the college ground so that the excess water collected on the college ground can be diverted safely in the bore well catchment area. College also educates the students regarding rain water harvesting and other activities through different programmes like VASUNDHARA DAY, Ozone Day, Save Water etc. • Solid Waste Management: Municipal Solid wastes: Solid wastes include college garbage, rubbish etc, e.g. paper in classrooms and offices, soiled tissue and disposable cups in the canteen, tin cans, and peelings in the kitchen of canteen. Dry waste and wet waste collected separately and deposited into garbage van for further recycling procedure are managed by municipality. Reusability of Used papers: Students make newspaper bags to avoid use of plastic bags. Students also make the poster exhibition with recycled Papers. Magazine was promoted by college in order to reduce the use of paper. Antiplastic drive: It is conducted in the college campus and surrounding area of Khadki. Ewaste Management: Working computer monitors and electronic materials donated to school and junior college. The hazardous Ewaste materials like Cables, cd's, Lan

## 7.2 – Best Practices

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

[1]? "Sustainable development of self help groups through micro finance" awareness activities GOALS : • To emphasize on Sustainable development of "self help groups" \ ( BACHAT GAT) through micro finance awareness activities • To help the women for their empowerment .by conducting various activities related to self help groups • To create awareness about available sources of micro finance by urban local bodies • emphasized on development of marketing skills and leadership skills . • To do SWOT analysis of the groups and help them to overcome the problems. • To strive for bank linkages and networking The contents: Self Help Groups ( SHGs) Self Help Groups, Also Known As Mutual Help, Mutual Aid, Or Support Groups, Are Groups Of People Who Provide Mutual Support For Each Other. In A Self Help Group, The Members Share A Common Problem, Often A Common Disease Or Addiction. A Self Help Group Is A Financial Intermediary Committee Usually Composed Of 11 To 20 Local Women Or Men. Most Self Help Groups Are Located In India, Though SHGS Can Be Found In Other Countries, Especially In South Asia And Southeast Asia. Practices : Department of BBA commerce has been organizing industry visit and research activities to BHIMTHADI JATRA PUNE from last 8 years. It emphasizes on "Sustainable development of self help group through micro finance awareness activities "the vision and objectives of this visit is. Every student fill 5 questionnaire under Industrial exposure subject and do keen study of the SHGS and their best practices . one SHGs include 11 women it means every students study 55 women and their participation in the group. Student write report in this project and suggest the program to be taken for their empowerment. further college take

follow up and organized various activities by participating in community :

ADVANTAGES OF THIS ACTIVITIES: 1. Women empowerment (economical) 2. Good networking 3. Clarity of perception 4. Improvement in marketing skills EVIDENCE OF SUCCESS: Students have observed the following empowerment in self help group Observed women empowerment in following aspect . • Linkages with Banks • Number of participants in SHG s increased. (5 plus groups) • Students became more active and aware about micro finance and marketing skills • Participation in various extracurricular activities by students and women have increased. [2]

TITLE : MENTORSHIP ACTIVITIES GOALS : 1. Improving the Academic Performance of Weak Students through the mentor ship activities 2. To strengthen their knowledge skills and attitudes in such subjects, where quantitative and qualitative techniques are involved so that the necessary guidance and training provided may enable the students to pursue higher studies efficiently. 3. To prepare Weak Students for competitive exams. 4. Scheme of remedial coaching at Undergraduate level for students belonging to weaker sections and minorities.

The contents: The college strives to develop specific competencies of the students that may contribute to their academic and professional success. In this context mentoring of students is immensely important. We have accepted the value of mentoring and the faculty members try to informally mentor the students. Teacher's help students interpret undergraduate programme guidelines and clarify different aspects of curriculum. Mentors constantly encourage students to come forward with their ideas at all stages of development. Students are motivated to expand their skills. Faculty members are approachable and help in advancing the academic and professional goals through sharing guidance, experience and expertise. Students come from an increasingly diverse background, therefore teachers personally interact and try to help them to adapt to changes in a graceful manner. Students start identifying with the teacher. Mentoring supports students' advancement in pedagogical skill.

Students are able to handle stressful or difficult situation well. It also lowers stress level and builds confidence of the students. As we have students from different strata of society and with the experience of interacting with the students our college teachers have developed two different type of coaching to students which includes Practicals theories. Mentors focused on practical and demonstration based knowledge by using audiovisual aids, poster exhibition, event management, guest lectures. PRACTICE The students classified into groups, each consisting of not more than 25 students in each subject and each group placed under the charge of one teacher. We made mentoring groups like :

Mentoring Group Criteria For Students Criteria For Mentor Activities A GROUP Students Having Marks 60 and Above Mentor who are able to emphasize on personal counselling • Know yourself • Swot analysis • Goal setting planning • Time management • Positive attitude • Spoken English -English grammar cursive writing • win - win personality • poster exhibition • creating social awareness

B GROUP Students Having Marks 50 59 Mentor who are able to emphasize on personality development C GROUP Students Having Marks 40 to 49 ( Repeaters ) Senior Experienced Faculty and Mentor who are able to emphasize on academic counselling So that the responsibility has fixed and teachers are in a position to develop rapport with the assigned group and monitor the progress of the students. Coordinator is responsible for coordination and ensures effective implementation of the coaching program, in addition to actual teaching in the classes. Yoga , Meditation study methods under mentor ship for the purpose of good concentration for development of good perception understanding department organizes yoga, meditation study methods for students. Details are given below.

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

<http://tjcollege.org/igac>

### 7.3 – Institutional Distinctiveness

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

Vision: To enable our students for facing challenges of globalization. To make them selfsufficient, selfreliant and encourage them to become selfemployed.

Mission: 1. To empower the students of the disadvantaged classes of society. 2. To create health and environmental awareness among the students. 3. To nurture the scientific and technological aptitude in the students. 4. To cultivate moral, ethical, social and cultural values among the students. 5. To inculcate the principles of Democracy in the students for the national development. Our Vision: "To enable our students for facing challenges of globalization". Our institute believes that 21st century is an era of globalization and all countries are under its umbrella. Globalization has specific quality norms and expectations from its stake holders. Our institute has started traditional courses such as B.COM. in1983 and B.A. in 1988. By considering future demands in the field of business and software industry, we have taken special efforts to establish B. Sc. Computer Science (1998), M. Sc. Computer Science (2001), BBA(Bachelor of Business Administration ) BBA(CA) ((Bachelor of Business Administration Computer Application) in 2006 to meet the expectations of globalization. We would like to share the performance of the institution in last 5 years to fulfill our vision statement and thrust area. We have tried our best to reach the students to acquire such professional and skill oriented education in computer science and business administration. Courses have started with only 10 to 12 students in the beginning and now we have reached to the sufficient intake. We have organized basic autonomous certificate courses such as Android and Iphone Web Designing Foreign Language (German) Dot Net Robotics For B.A., B.Com department Tally Proficiency in English Banking, Insurance courses were organized. All these courses help the students to acquire skillsets required to match the need of the Industries. These courses equip students with global competencies so that they could face the changing trends of Industry successfully. We also organized activity such as project competition every year which encourage to develop software and use of programming languages to the students of computer science department. We published student magazines on various topics every year which gives an exposure to understand new current IT related issues."Technotrends"," Emerging Trends in computer science"(Research Papers by students), published by Computer Science department. Students from BBA department published magazine "Phoenix" every year which included the topics like Recent trends in management Success stories of TATA Management thinkers Historical overview of Management in Indian perspective Successful women entrepreneur and CEOs in India Make in India Exhibitions are also organized by BBA department. Students participated and prepared exhibits on following topics International Currency Exhibition Top International Companies in India Top Successful Indian Entrepreneurs Creativity and Innovations Indian Industrial Sectors Project Make in India Marathi Udyojak Students have participated in the intercollegiate, zonal level competitions, Special workshops and seminars such as "Career Guidance,", "Path of success", "Tension free success" preplacement activities and softskill programmes for their overall development.

Provide the weblink of the institution

<http://tjcollege.org/igac>

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

1. Student induction programme 2. Hindi Week Competitions 3. Hindi Pandit Exam 4. Lecture Series 5. Lecture Series in Economics 6. Educational Tours 7. Field Trips 8. Certificate course on 'ModiLipi' 9. Certificate course in Remote sensing GIS 10. National/ International Conference 11. Tech Fest Event 12. Techno Trends 13. IQAC 2 day Workshop for Quality Enhancement 14. Parent Teacher Association

Meeting 15. Poster Exhibition on Ecommerce 16. New techniques in Surveying 17.  
Lecture series in GPS plotting 18. Certificate course in Economic literacy 19.  
Marathi Bhasha Pandharwada