



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	CHANDRAROOP DAKLE JAIN COLLEGE OF COMMERCE, SHRIRAMPUR
• Name of the Head of the institution	DR. L. D. BHOR
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02422222245
• Mobile no	8149125547
• Registered e-mail	iqaccdj@gmail.com
• Alternate e-mail	sachinkul121@gmail.com
• Address	C. D. Jain College of Commerce Staff Quarter Room No 8
• City/Town	SHRIRAMPUR
• State/UT	MAHARASHTRA
• Pin Code	413709
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	UGC 2f and 12(B)																												
• Name of the Affiliating University	SAVITRIBAI PHULE PUNE UNIVERSITY, PUNE																												
• Name of the IQAC Coordinator	VIVEK MILIND MORE																												
• Phone No.	02422222245																												
• Alternate phone No.	7756839655																												
• Mobile	8149125547																												
• IQAC e-mail address	iqaccdj@gmail.com																												
• Alternate Email address	sachinkul121@gmail.com																												
3.Website address (Web link of the AQAR (Previous Academic Year)	https://cdjcollege.com/pdf/iqac/IQAC2019-20.pdf																												
4.Whether Academic Calendar prepared during the year?	Yes																												
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.cdjcollege.com/academic_calendar.php?ID=8																												
5.Accreditation Details																													
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B++</td> <td>81.05</td> <td>2004</td> <td>16/02/2004</td> <td>14/02/2009</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.16</td> <td>2012</td> <td>16/09/2012</td> <td>15/02/2019</td> </tr> <tr> <td>Cycle 3</td> <td>A+</td> <td>3.14</td> <td>2019</td> <td>15/07/2019</td> <td>14/07/2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B++	81.05	2004	16/02/2004	14/02/2009	Cycle 2	A	3.16	2012	16/09/2012	15/02/2019	Cycle 3	A+	3.14	2019	15/07/2019	14/07/2024
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Cycle 3	A+	3.14	2019	15/07/2019	14/07/2024																								
6.Date of Establishment of IQAC	15/06/2005																												
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																													
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NILL	NILL	NILL	NILL	NILL																									
8.Whether composition of IQAC as per latest NAAC guidelines	Yes																												

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	3
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
IQAC strengthens overall effectiveness of the institution.	
IQAC has strengthened research activities.	
<p>IQAC has organized seminars and workshops on current topics. Conducted AAA, ISO 9001: 2015, Green Audit, Energy Audit. Strengthened ICT enabled Outcome Based Education. Established new MOUs for placement and internship programs during the year. The college has successfully conducted skill-based, career-oriented, and short-term courses Online feedback forms were collected from all the stakeholders and analysis has been done. The college has organized Seminars/Conferences on the current aspect and quality-related themes</p>	
<p>Institute conducted AAA, ISO 9001: 2015, Green Audit, Energy Audit, and MOU for placement and internship programs. The college has successfully conducted skill-based, career-oriented, and short-term courses. Online feedback forms were collected from all the stakeholders and analysis has been done.</p>	
Implementation of ICT in teaching-learning processes	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	

Plan of Action	Achievements/Outcomes
To prepare academic calendar, Collect feedback from all stakeholders and to conduct SSS survey.	Academic calendar prepared, Feedback collected from all the stakeholders and analysed and SSS conducted successfully.
To conduct seminar/conferences on quality and subject related issues.	Seminar/conferences conducted successfully.
To apply for Major and Minor research projects.	The college faculty members have applied for major and minor research projects.
To conduct Extension and outreach activities.	The college has conducted extension and outreach activities through NCC and NSS.
To conduct the Skill based and short term courses.	The college has effectively conducted Skill based and Short term courses.
To promote research culture through the organization of a national conference, research methodology workshops, IPR, research publication, advance instrumentation.	To promote research culture; the college has provided the seed money provision to the faculty members for conducting the Minor research projects. Various seminars, conferences, workshops on research methodology were also conducted during the year. Apart from this staff members are also financed to publish their research papers in the different research journals.
To organize more community service activities to contribute to the wellness of the society Institute is planning to Organize more community service activities to contribute to the wellness of the society. Along with NSS unit, departments are involved in the organization of different social activities.	The college has conducted various extension activities to contribute to the wellness of the society; like; Corona Virus awareness program, Tree Plantation Drive, Yoga camp, and so on.
Firm up collaborations to bridge	Established new, linkages,

<p>the gap between academia and industry. Continuous interaction between the institution and industry is an essential requirement to enhance the employability of commerce graduates.</p>	<p>collaborations and MoUs were signed during the year and multiple activities were also conducted under the said collaborations, linkages and MoUs to bridge the gap between academia and industry.</p>
<p>Intensive training for preparing students for competitive examinations Recently, Institute has framed committee for competitive examinations.</p>	<p>For Intensive training to prepare the students for competitive examinations the college has signed a MoU with the professional Training Institute named Sai Excellence Academy, Shrirampur to prepare the students for the Competitive Exams. Under the said MoU; total 32 students have completed IBPS Banking Examination Preparation Batch.</p>
<p>To Improve ICT enabled infrastructure and strengthen the Outcome based teaching learning and evaluation.</p>	<p>To face the unprecedented pandemic situation the college has drastically improved its ICT enabled outcome based Teaching, Learning and evaluation process by creating new studio for video lecture recording, uploading the same on YouTube, adopted the use of video conferencing platforms, like; ZOOM, Google Meet, Cisco Webex, Vriddhi LMS Software to conduct the Teaching, Learning and evaluation activities during the year.</p>
<p>To strengthen the support for students for cultural and sports activities.</p>	<p>To promote Cultural and sports activities the college has conducted various initiatives. As a result of the same our four students got awarded at state and national level activities for the extra ordinary performance.</p>
<p>To organize faculty development programs for teaching and non-</p>	<p>The College has conducted total 7 Staff Training Programs during</p>

teaching staff.	the year.
To review the Outcome Based teaching Learning and evaluation Process.	The review of the outcome based teaching Learning and evaluation Process has been undertaken and necessary actions also have taken during the year to strengthen Outcome Based Education.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Development Committee	21/07/2023
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	08/01/2022
15. Multidisciplinary / interdisciplinary	
<p>The institute is affiliated with the Savitribai Phule Pune University, Pune. The multidisciplinary and Interdisciplinary guidelines are followed as per the rules and norms of the University. The curriculum was designed by the university and considered a multidisciplinary and interdisciplinary approach for students, to become more versatile in talent, adaptability, and ability to integrate methodology and pedagogy in a balanced form. Being a complete commerce college, our institute provides B.B.A. (C.A.) and Research Facility for the students. UG-level Business Mathematics, Environmental Science and Add on courses like Tally, Communication Skills, Indian Constitution and Physical education credit were covered. PG-level Human Rights, Cyber Security, and research project work covered the interdisciplinary approach. The research on various topics that covered social, management, financial, marketing, and Cooperative approach integrated with an interdisciplinary approach. Interdisciplinary research is promoted by the institution and helps them with the network of various experts for guidance for the generation of knowledge.</p>	

16.Academic bank of credits (ABC):

Head of the departments make the list of students as per their interest and helps to complete the required credentials with the help of a class teacher. The Group A and Group B list of activities and programs are available for the choice of the students. Any kind of credit evaluation & verification will be carried out by the Academic Credit Bank at regular intervals.

As per the National Education Policy 2020, the Academic Bank of Credit (ABC) is going to implement by the university to facilitate academic mobility of students. The college is also adopting the policy guidelines for the appropriate credit transfer. The college has been following the pattern of CBCS adopted by the university. The university has informed the institute about the necessary action for implementation of ABC. The faculties of the college instructed the stakeholders regarding the same. The college has appointed a faculty member as Nodal officer for the execution of guidelines given by the university.

17.Skill development:

The college has established an Innovation Incubation and Entrepreneurship Development Center, Training & Placement Cell, Department of Short Term Courses and Research Centre for the skill development of the students. The college organizes various activities like Corporate and Academia meetings, Commerce Festival, Entrepreneurship awareness programs with MCED, Business ideas, and project competitions, Avishkar Competitions, Commerce Festival, etc. The successful corporate and entrepreneurial Alumni of the institute help to conduct various skill development activities. The short-term courses like Entrepreneurship Development, Tally, Share Market and Investment Management, Screen Printing, Beauty Parlour, Computer awareness, Hardware, and Networking, etc. run by the college. The college has a well-equipped language lab for the skill development courses like Communication skills, and Soft Skills development course. It helped the students to enhance their skills and earns credits. The college has established an Innovation Incubation and Entrepreneurship Development Center, Training & Placement Cell, Department of Short Term Courses and Research Centre for the skills development of the students. The successful corporate and entrepreneurial Alumni of the institute help to conduct various skill development activities.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The college ensures Integration of the Indian knowledge system in Teaching- learning mechanism by adopting number of value based practices. The college actively engaged in spreading the rich heritage of our country and traditional knowledge in the fields of arts, literature and culture. The college has adopted three language systems for running the programs of UG and PG. Many add on courses based on Value-education are also offered to the students. The college uses English as an international language and Marathi as a state / regional language in our curriculum. All the subjects are being taught in bilingual mode i.e., Marathi and English. To preserve and spread Indian culture and tradition the college organizes Cultural and Commerce Festival under which various activities such as traditional day celebrations, Mehandi, Rangoli, Commerce Festival, Patriotic Singing and dancing competition, Various festivals and Marathi Bhasha Sanvardhan etc. The college inculcates Indian culture and values through the participation of students in university level youth festivals. College celebrates Birth Anniversary celebrations of Great Personalities to impart cultural values among the students. As a Maharashtra culture the college celebrates Chatrapati Shivaji Maharaj Jayanti, the students participate as "Warkari" in Aashadhi Vari, Celebration and organization of Ekata Doud on the occasion of National Unity Day. The students from the NCC, NSS offer voluntary services in such cultural, social activities whenever possible.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college ensures Outcome Based Education (OBE) by practicing various outcome based teaching learning methodologies like; On the job training through Internship, Off the job Training like; Practical Field Visits, research Project Work, Commerce festival, Survey Analysis, Avishkar Competition, Industry-Academia Meets, Talk-Shows of successful entrepreneurs with the students, Entrepreneurship Development Programs (EDPs), Start-up Training practices like, training through Short Term Courses, training through training activities under CIII, Training & Placement Cell, Department of Short Term Courses, Research Centre, etc. The college faculty members participate in Outcome Based Curriculum Designing Procedure of the Affiliating University as the members of BOS of the University. The college Faculty members follow the Outcome Based Education practices to make teaching-learning more interesting and result oriented. As per CBCS guidelines, the university reconstructed the syllabi of all the programs. In restructured programs; university included the outcomes in the form of objectives of the courses and programs. The faculty members discuss with the student regarding the course and program outcomes at the end of the

academic year. The IQAC takes regular Feedback of the Teaching-learning practices of the faculty members and ensures that the college faculty members are following Effective Outcome Based Teaching-learning methodologies by considering expected result and KSAs (Knowledge, Skills and Abilities) to be imparted among the students and ensuring the same through effective Continuous Internal Evaluation CIE.

20.Distance education/online education:

The Distance Education system came into existence with the objective of bringing students who are far away from the education, students who are employed, women who are housewives or students who are employed in the Indian Army and are not able to pursue traditional education. Distance Education system allows such students to find it convenient time to study without interfering with their already busy schedule. One can study after work, in the middle of the night or during weekends. To bridge the gap among the drop out ratio and to maintain lifelong learning; the college has started the School of Open Distance Learning course affiliated by the Savitribai Phule Pune University, Pune. The School of Open Distance Learning started Undergraduate and postgraduate education programs; such as; B.A., B.Com. M.A., M.Com and M.B.A.

Extended Profile

1.Programme

1.1
Number of courses offered by the institution across all programs during the year

4

File Description	Documents
Data Template	View File

2.Student

2.1
Number of students during the year

1956

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

987

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	View File	
2.3		519
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		25
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		32
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1		29
Total number of Classrooms and Seminar halls		
4.2		14.15
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		232
Total number of computers on campus for academic purposes		
Part B		
CURRICULAR ASPECTS		

1.1 - Curricular Planning and Implementation

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

The college is affiliated with Savitribai Phule Pune University, Pune and strictly follows the Curriculum designed and prescribed by the university. IQAC takes regular review of the teaching, Learning and evaluation process to improve the effective curriculum delivery to ensure Outcome Based Education. IQAC takes necessary action to ensure effective curriculum delivery. The teachers prepare a yearly plan of teaching and daily classroom activities and a record of the teaching methodology used in the classroom. An academic calendar is made available on the website for the information of the students and stakeholders. The college students are made aware of academic plans through the college prospectus, Time table, and website as well as by circulating notices in classrooms. Teachers plan their work in view of the abilities of students of slow and advanced learners. Conducting tests, tutorials and assignments are prominent features of the academic plans of the college. Students are exposed to various skills like Problem-solving, Positive thinking, decision-making, creative thinking, self-awareness, interpersonal relations, stress management, communication skills, emotional intelligence, etc. Throughout the year students participate in curricular and extra-curricular activities and their performance is displayed and notified to the students at the end of the academic year. The feedback of students regarding the curriculum helps to take remedial measures. All the above activities are planned in the academic calendar. The process is monitored by the Principal through the IQAC and Departmental Heads.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://cdjcollege.com/pdf/2021/1.1.1%20The%20Institution%20ensures%20effective%20curriculum%20delivery%20through%20a%20well%20planned%20and%20documented%20process.pdf

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

The IQAC, Departmental heads, Academic Calendar Committee and teaching faculty members finalize the Academic calendar by considering the stakeholders' feedback. Academic Calendar works as a

plan of action and guidance note for the teachers and students.

The college adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE). The academic plan is being utilized as a tool for controlling and implementing the overall teaching, Learning and CIE process.

The institutional academic calendar (including the CIE) is made available to all stakeholders through the formal notices, notification on college website, Display on notice board and on social media also. Absent student with a valid reason; gets a chance to appear for the re-test. CIE is also carried out through university prescribed CIE parameters. Different Add-on Courses are also scheduled at specific times in the semester and they are conducted at the said time by all the departments. All curricular, Extra-Curricular activities are included in the academic calendar. The planned academic activities execution is ensured through rigorous monitoring by the Principal/IQAC. In this way, IQAC encourages the faculty members of the institute to adhere to the academic calendar including the conduct of CIE for achieving academic excellence.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://cdjcollege.com/academic_calendar.php?ID=8

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

4

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

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

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

25

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

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

1574

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

1.3 - Curriculum Enrichment

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

The college integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum by providing the curriculum offered by the affiliating university; as an affiliated college, the college has a limited scope for curriculum design but affiliating university already has integrated the crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. Apart from the university offered programs; the college offers various short term programs, Career Oriented Programs related to the cross cutting issues like; soft skills, value education, cyber security, human rights, Consumer protection, etc.

The Women Empowerment cell promotes gender equality through lectures and exhibitions on violence, domestic violence equality before the law, and self-defense training like exercises, Martial Art Judo Karate Yoga, etc. The college organizes seminars, conferences, and workshops based on the emotional, psychological, social, gender equality, and financial development of girl students. Through the activities of N.S.S. and N.C.C. and Nature Club the college imparts alertness about the crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

3

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

660

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://www.cdjcollege.com/pdf/igac/Feedback2020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://cdjcollege.com/pdf/2021/1.4.1%20-%20Institution%20obtains%20feedback%20on%20the%20syllabus%20and%20its%20transaction%20at%20the%20institution%20from%20the%20following%20stakeholders.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1956

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

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

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

987

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

2.2 - Catering to Student Diversity

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

Admission process in the college is strictly based on merit basis. The eligibility criteria for getting admission at first year of B.Com/ BBA(CA) is the pass out candidate of HSC level from any stream of Science, Arts, Commerce and Vocational Courses. Due to Covid 19 pandemic situation guidance is provided through online mode. A significant number of students are from rural areas. Due to diverse background, students are having varied competence levels. Command over language, Competitive ability of latest technology, basic knowledge about various subjects are the determining aspects which help to find out advanced and slow learners. The basic assessment at the entry point for admission is the overall percentage of marks obtained by the student in the latest previous examination. The students having less than 55% scores are included in the list of Slow Learners and more than 70% score are included in the Advanced Learner's Course. Library provides books, magazines and online resources. The reading section is available for all students during college working hours which help to improve their reading habit of the students. Internet facility through free Wi-Fi zone is available on the college campus. It helps in boosting extra-curricular and practical knowledge of the students.

File Description	Documents
Paste link for additional information	https://cdjcollege.com/pdf/2021/2.2.1%20Student%20learning%20level%20Assesment.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1956	25

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The majority of faculty members are having a vast teaching experience at their disposal. It helps the college to understand the need for experiential learning, participative learning, and problem-solving methodologies which are essential for the Teaching-Learning Process. The experiential learning skills cover the field visits, research work project preparation, and industrial visits. Teachers have designed and devised innovative teaching plans and evaluation methods. Teachers design the topics for practical in such a way that it adds up to the practical knowledge. Students have to prepare a field visit report. To make teaching and learning more interesting and practical-oriented, Case Study Methods and Roll Play Methods are included in the curriculum. As per the scope of the syllabus, the practicals are designed. The College has introduced various participative activities, which are conducted throughout the year including presentations, debates, quiz competitions, writing home assignments, conducting tutorials in classrooms, project writing, etc. Project writing, preparing journals, and appearing for the practical and oral examination is compulsory for every student as per the assigned schedule and is the regular practice of the college to maintain the due record. The teachers use Innovative teaching practices such as PPT, ICT, and Google Tools.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://cdjcollege.com/pdf/2021/2.3.1%20Student%20Centric%20Methods.pdf

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

It is always the practice of the teaching faculty to include

enhanced and Innovative teaching-learning aids in various programs offered by the college to undergraduate and post-graduate levels in Commerce. The college has well-equipped classrooms with projector facilities and all the faculty members are using smart board facilities for the students in the teaching and learning process. Due to Covid 19 pandemic situation, this academic year is completed through online mode. Soft copy and video lecture recording links are provided to the students which prove to be more effective and have enhanced their interest in the learning experience. Teachers use the PPTs to teach through Google Meet or Zoom App. The use of ICT helps teachers to have more and more involvement with the students in the teaching-learning process. Students are guided to prepare the PPTs on relevant topics. The college has prepared its own YouTube channel and the guiding videos are posted on the channel by the entire teaching faculty. At the same time teaching faculty take care of not allowing the technology to overcome the quality of the teacher as a human being. The teachers try to promote the students to make use of the library also. Vriddhi LMS and Google Classroom help the faculty members to take care of e-content, audio-video materials, assignments, lesson notes, teachers' dairy, and shared teaching notes with the students. Online Skill Development Certificate Course link shared with the students for various skill improvements.

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

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

2.3.3.1 - Number of mentors

25

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

2.4 - Teacher Profile and Quality

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

25

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

11

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

381

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

2.5 - Evaluation Process and Reforms

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

The grievances or problems of the students regarding the examination or any related issues are addressed at two different levels those are College level and University level depending on the nature of the issues. The college receives minor grievances from students, supervisors, invigilators, college examination officers and stakeholders. Any problems related to the internal assessment are handled with the proper system through examination department whereas any problems related to external assessments are forwarded to the university through proper channel. The facility of photocopying, rechecking and re-evaluation is provided to the students. Examination department always provides the time bound solutions for the queries raised by the students. All the problems are entertained without exception and are resolved within reasonable time and transparency is maintained by providing photocopies of the answer sheets to the students as per their demand. All the notices and the instructions about the examinations are displayed on the college website as well as on the display boards at the entry point. Internal Squad is appointed by the exam department to keep vigilance. Examination schedules timely updated on website and social media groups. Each teacher prepared three sets of multiple-choice question papers for each theory course. Before the examination, Mock tests were scheduled and conducted to make students familiar with the process and resolve queries. Five minutes before the examination time, the Internal Examination Committee notified the concerned staff members to upload one selected paper set on Learning Management System (LMS) Moodle.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.cdjcollege.com/examdep.php?ID=22

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

The grievances or problems of the students regarding the examination or any related issues are addressed at two different levels those are College level and the University level depending on the nature of the issues. The college receives minor grievances from students, supervisors, invigilators, college examination officers, and stakeholders. Any problem related to the internal assessment is handled with the proper system through the examination department whereas any problem related to external assessments is forwarded to the university through the proper channel. The facility of photocopying, rechecking and re-evaluation is provided

to the students. The examination department always provides time-bound solutions for the queries raised by the students. All the problems are entertained without exception and are resolved within a reasonable time and transparency is maintained by providing photocopies of the answer sheets to the students as per their demand.

A bulk SMS system is provided for the students to inform them about the examination schedule. All the notices and the instructions about the examinations are displayed on the college website as well as on the display boards at the entry point. Internal Squad is appointed by the exam department to keep vigilance. For other grievances regarding the examination like, absent remark for internal assessment or term-end examination in statements of marks, the college obtains applications from the students. Then applications of students and marks obtained by students are communicated to the University through the Principal and CEO.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.cdjcollege.com/examdep.php?ID=22

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college has stated Programme and course outcomes for all Programmes on the college website and communicated to teachers and students. The POs are aligned to the learning objectives. The following attributes are included in the POs. Knowledge outcomes

Skill outcomes Values outcomes. POs and PSOs are designed to ensure complete and comprehensive learning about the program and courses as these are critical for the successful career of the student following attributes are included in the POs. Knowledge outcomes Skill outcomes Values outcomes.

The college is mentioned and displayed on the college website www.cdjcollege.com under the courses. The website is properly maintained and duly kept updated. Department-wise or committee-wise information is provided with details of different programs conducted by the committees and photographs are also displayed on the website. The website provides an introduction to the institute, faculty member details, and the achievements of students. The college prospectus as well as the website provides the list of programs and courses including the program codes in detail. The college is having its own research center affiliated with SPPU. UG and PG courses are run by the college. Every program is having its own outcome. The basic objective is to provide effective communication skills to the students along with the knowledge of electronic media and current technologies. BBA(CA) is designed with the basic objective of boosting the critical thinking capacity of the student and improving his social interaction.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.cdjcollege.com/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Students of the college are involved in various activities such as Curricular, Co-curricular, and Extra-Curricular activities through different departments at different stages like; NSS, NCC, Students Development Board, Vidyarthini Munch, Sports, Computer, etc. These departments and committees provide opportunities for students to participate in different activities at the College level, Taluka level, Zonal, District level, etc. Students actively organize various programs throughout the year such as exhibitions, poster presentations, celebrations of cultural days, competitions, commerce festivals, etc. On these occasions, students get the opportunity to highlight their hidden skills such as soft skills, creativity, leadership, teamwork spirit, event management, etc. Students are

also motivated to participate in research activities at different levels such as Avishkar. Course outcomes are measured by the student's performance through CIEs like; practical, internal, and external evaluations. Teachers are always in an effort to provide Outcome Based Education, critical inputs with proper guidelines which help them to improve their performance in the future. There are different measuring scales to measure the attainment of Programme Outcomes, Programme Specific Outcomes, and Course Outcomes. Students participate in the curriculum as well as extra curriculum activities at different levels and get the automatic index for calculating their outcome attainments.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.cdjcollege.com/pro_reports.php

2.6.3 - Pass percentage of Students during the year

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

519

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

2.7 - Student Satisfaction Survey

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

<http://www.cdjcollege.com/pdf/2021/2.7%20Student%20Satisfaction%20Survey%202020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

3.72

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

3

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

5

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://cdjcollege.com/index.php

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college has created an ecosystem for innovations and has initiatives for the creation and transfer of knowledge. The college has provided financial technological and infrastructural support to the faculty member as well as students by creating platforms for various programmes, events, seminars/webinars, workshops, skill-based courses and research publications, for the creation and transfer of knowledge. The college has taken the following initiatives for an ecosystem of innovations and Knowledge transfer:-

- The college has made the provision of seed money for minor and major research projects for faculty members.
- There is a Research Center in Commerce and Management through which research scholars of several eminent institutes get associated with the center.
- There are MOUs signed with several institutes in the year 2020-21 for developing awareness and training of staff and research scholars.
- The Knowledge Resource Center provides facilities for the creation of knowledge and research support through reference books, research journals, encyclopedia, reading room, OPAC system, Digital library- INFLIBNET, DELNET with plagiarism software support. The college has also provided well-furnished ICT Facilities for knowledge transfer.
- The College has organized 4 Webinars and 2 Workshops and 7 Staff Training Programs.
- The incentive provided to the faculty members to publish research paper in UGC Care Listed Journals
- There is an Innovation & Incubation Cell created (As per norms of the Centre for innovation, incubation, and Linkages at SPPU) in the year 2019-20, IPR and Entrepreneurship cell formed in the year 2020-21 and are registered.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cdjcollege.com/pdf/2021/Research%20C%20entre%20Student%20List.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual

Property Rights (IPR) and entrepreneurship during the year**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

10

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

2

File Description	Documents
URL to the research page on HEI website	http://www.cdjcollege.com/research.php?ID=5
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

10

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

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

18

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college organizes number of extension activities to promote the institute-neighborhood community to sensitize the students toward community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighborhood community. NSS organizes various days and several activities were carried out by NSS volunteers addressing social issues which include cleanliness, tree plantation, water conservation through, Shramdan, Social interaction, Group discussion Eradication of superstition, Environmental Awareness, Women Empowerment, National Integrity, Health Check-up Camp, NCC section organizes various activities like International Yoga Day, Covid-19 Awareness Program, Tree Plantation, NCC, Flag, Army Day, and Voters Awareness Program. It aims at developing qualities of leadership, patriotism, maintaining discipline, character building, the spirit of adventure, and the idea of self-service. Other than NSS and NCC units, the various departments of the college are conscious of their responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programs like Environmental Awareness, Personal Health, and Hygiene, Diet awareness, Road Safety, Tree Plantation, Plastic eradication, No vehicle day, Voters awareness, Health check-up camps, etc. All these mentioned activities have a positive impact on the students and they developed student community relationships, leadership skills and self-confidence of students. It also helped in cultivating hidden

personalities of students and creating awareness among students.

File Description	Documents
Paste link for additional information	https://cdjcollege.com/pdf/2021/3.4.1.pdf
Upload any additional information	View File

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

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

6

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

18

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1105

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

2

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college complex is located on 16 acres of land, with a fully built-up space of about 9529.6 sq. m. It offers all the modern amenities required for the all-around development of the students. The college has a building with a built-up area of 2817.43 sq. m. with classrooms. The college has a separate Administrative Building with an 875.21 sq.m. area. Gymkhana (473.20 sq. m), Girls' Hostel (850.62 sq. m) with a separate Ladies Gym, Principal Residence (564.02 sq.m.), Staff Quarters for Teachers (1469.43 sq. m), Staff Quarter-1 for non-teaching (106.02 sq.m.), Staff Quarter-2 for non-teaching(178.28 sq.m.), Toilet blocks for non-teaching (9.52 sq.m), N.S.S. office, Two store rooms, and Watchman Cabin, etc. are available on the campus. A Separate Students' Development Board and Women empowerment cell building with (197.50 sq.m.). Ladies' common room and eight separate toilet blocks are available for female students with the Vending and disposal machine. The College has a separate additional class room building with built-up area 1988.37sq.mt including elevator facility. The college has adequate facilities like 22classrooms with ICT and internet facilities for conducting two undergraduate and four PG Programs. College has 4 Computer laboratories with 188 computers with Wi-Fi enabled campus, Projector, CCTV, and Internet lease Line.

The computer department has a Separate Laboratory with 73 computers and two printers for conducting practicals for BBA (CA) and M.C.A programmes. There are five computer labs, a Commerce lab, and 2 Seminar halls. The Classrooms and computer laboratory has been shared by undergraduate and post-graduate students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.cdjcollege.com/

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

The College has separate building with 473.20 sq. m. for sports and cultural activities. It has separate office (29.02 sq.m), Gym (103.21 sq.m.), Gymkhana and multipurpose hall (196.46sq.m.), gymnasium indoor stage (46.48 sq.m), Multipurpose outdoor stage (71.44 sq.m), Store room-A (10.04 sq.m), Store room - B (6.51 sq.m.), Washroom for Gents and women (5.02 sq.m) respectively.

The college has its own spacious and well-maintained two-play grounds with 23400 sq m. (180 m x 130 m) and 1530 sq m. (51 m x 30 m) area respectively. The college has established indoor games facilities for Table tennis (in 1975), weight lifting (in 1987), a weight lifting platform (in 2012), Power lifting, Boxing ring, wrestling mat and six stations multi gym respectively.

The college has adequate outdoor game facilities wise volleyball, Football, Kabbaddi, Kho-Kho (1972), 400 mtr. Standard Track, Cricket, Basket ball and Callisthenic work out set, respectively. The college also has levering weighing machine with 300 kg. an electronic weighing machine with 200 kg., open area for Archery Ring. The multipurpose hall used for sports as well as cultural activities. With the help of the above facility, the college organized various inter-collegiate and inter-zonal tournaments for men and women. The college has a separate fully equipped women's gym in the Ladies Hostel. Guidance sessions for yoga are conducted for staff and students in a multipurpose hall.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cdjcollege.com/sports.php?ID=3

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

16

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://cdjcollege.com/pdf/2021/4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

4.61

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

4.2 - Library as a Learning Resource

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

The college has a library adjacent to the main building with a built-up area of 446.23 sq.m including reading rooms. The library automation is done with the help of VRIDDHI LMS Software. The circulation work is done with the help of a barcode. The attendance record of students is maintained on software. SMS module of VRIDDHI has been installed for the paperless transition for the students and faculty members. Current Awareness Service and Virtual Reference service is provided to the students with the help of software. The software provides the functions like renewal, reservation, and reminder services i.e. auto-generated e-mails help to retrieve the information. The Web OPAC of the library is available on the portal. The Digital Library Module is installed in the Local LAN. Access to

the portal and download is restricted on the college premises only. It offers OPAC services like cataloging, Searching, Member / Patron Management, Acquisitions, and Circulation with a full-screen Graphical User Interface (GUI). The Vriddhi Digital Library portal with the teacher's notes, Power point Presentation and Question Bank, braille Books, audiobooks for Divyangjan students, CDs/DVDs, e-content prepared by the teachers, and many more information are made available. The video content of the teacher is classified on the website according to teachers and class wise for references on college library portal.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.cdjcollege.com/library.php?ID=1

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

A. Any 4 or more of the above

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

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

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

4.95

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

37

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

4.3 - IT Infrastructure

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

The college has created adequate IT facilities for teaching and learning process. Each class equipped with projector, computer, speaker and internet facility. There are five computer labs in the college with 232 computers. Each section has provided with necessary numbers of computers with Wi-Fi and internet facility. The college has upgraded leased line to 50 mbps capacity along with necessary licensed software. Wi-fi facility is enabled with secured firewall SOPHOS to avoid unethical content. The College library is fully equipped with IT facilities such as Colour Printer, Xerox Machine, Scansnap digital scanner, and 28 Computers for the Knowledge resource centre. The college is using Vriddhi ERP Software for the online admission process and MIS for the college administrative process. Microsoft- Campus license agreement uses for educational and administrative work related to various Microsoft system and application software. Language Laboratory is well equipped with computers and a Digital multilingual interactive ETNL language Lab. It has one teacher and 40 student positions. Each computer lab has electric backup with a UPS system with printers. Up-gradation carried out time to time depending on changes in syllabi, practical and the introduction of new technologies and software. Laptops provided to various departments and updated according to their

purpose. The college has created its own profile on YouTube channel and uploaded videos of various events on it. Faculty members use Google mail group, Google Classroom, and various social media platforms for promotion and notification. Online Payment Gateway subscribed by the college for payment of admission.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.cdjcollege.com/index.php

4.3.2 - Number of Computers

232

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

4.35

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

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

The College's the infrastructure facilities such as classrooms, laboratories, library, common amenities like girls' common room, indoor and outdoor game facilities, etc. are utilized optimally.

•General Maintenance: The office maintains register(s) to record the complaints related to AC, furniture, fixtures, plumbing, electrical work, etc. Depending upon the nature of the complaints, the majority of them are resolved by the in-house staff. If required, experts from outside agencies are called. Annual Maintenance Contracts are signed for AC, Lifts, Pest Control, Water Purification, and Coolers. Some software is also under AMC like LMS Vriddhi, Computer Maintenance, Xerox Machine, UPS, etc. They are required to maintain an inventory of the equipment and carry out Annual Stock checking and withdrawal/Scrap. Repairs and maintenance are handled as per the common policy of the college.

IT Infrastructure: each year, the IT support staff has to carry out preventive maintenance of the IT equipment. The problems faced by the department and staff members should be reported to the technical staff using Google form which is updated when the complaints are solved. Use of common LCD's/Laptops for lectures should be recorded in the log book Sports Rayat Sankul's sports ground is common for all Institutes under the Rayat Sankul umbrella. Each Institute has to plan its activities in advance and book the ground the entire procedure of booking is handled Rayat Krida Sankul Committee.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.cdjcollege.com/igac.php?ID=32

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
1408	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
1	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to Institutional website	http://www.cdjcollege.com/agar_report2021.php
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

507

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

507

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

191

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

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

4

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

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

As per the rules framed by the Savitribai Phule Pune University, Pune only meritorious students are eligible to contest elections. The council framed by the students helps to solve their problems and

to share their views with the administration and authorities. Each elected member participates in academic and administrative bodies. The students are encouraged to participate in various administrative bodies and in other extra-curricular activities as well. It helps to enhance their leadership qualities. They learn to execute rules and regulations through the administrative role they play in various committees. The principal conducts periodic meetings with elected members regarding student activities. Members of the Students Council perform a proactive role during Inter-Collegiate Events and Competitions related to Sports, Academics, Co-Curricular and Extra-Curricular activities as a volunteer. The council has been an amalgamation of strength, discipline, and diversity ensuring that the students have several events to engage including Texpert, Annual Day, Alumni Meet, Shram Pratistha Din, etc. These activities have not only helped students to shape their personalities but also helped members of the council.

The students are the future leaders of the society and they actively participate in Social Responsibility Programmes like Blood Donation, Road Safety, Swatch Bharat Abhiyan, Revenue Department Programmes, Voters Awareness, and also help various NGOs. The students actively participated in college and social events.

File Description	Documents
Paste link for additional information	https://cdjcollege.com/pdf/2021/%E0%A4%85%E0%A4%AD%E0%A5%8D%E0%A4%AF%E0%A4%BE%E0%A4%B8%E0%A5%87%E0%A4%A4%E0%A5%8D%E0%A4%A4%E0%A4%B0%20%E0%A4%B8%E0%A4%AE%E0%A4%BF%E0%A4%A4%E0%A5%8D%E0%A4%AF%E0%A4%BE%202020-21.pdf
Upload any additional information	No File Uploaded

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

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

232

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The college has registered Alumni Association with the registration number No.302/2018, Date: 07/06/2018. The main objective behind enrolling all alumni as members of the alumni association is that each member should devote his valuable time to the growth of the college by actively participating in various activities and initiatives organized by the association. The alumni association is an independent body with an objective of facilitating a pleasant and friendly interface for all the alumnae by creating a single semantic web of a college fraternity. The main goal of this Alumni Association is to coordinate the network of all the college alumnae and creates a single dome for the benefit of the institute as well as the student community. Alumnae can play a very active role in mentoring students in the areas as per their expertise. This association can create opportunities for the young generation by offering them jobs in their own firms and by giving suggestions to the authority to frame a new curriculum as per the need of the local community.

As the network spread up Alumni Association became the best networking platform, through which it could increase its membership in various ways. The alumni association has become the backbone of the college. Being a flag bearer of the developments of the College Alumni Association members meet and interact with the CDC. The suggestions made by alumnae are taken into account on the priority level.

File Description	Documents
Paste link for additional information	http://www.cdjcollege.com/alumni.php?ID=2
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution has an appropriate mechanism for effective governance of the college, it works at the following five levels- Managing Council of Rayat Shikshan Sanstha, CDC, Principal, IQAC, Various Curricular Committees in association with the various Departmental heads. To achieve the vision, mission, goals, and objectives of the college, at the beginning of each academic year, the IQAC after considering the urgency and priority makes its action plans to implement the perspective plans. IQAC while preparing such perspective plans takes into account the suggestions and feedback from stakeholders, and various curricular committees consisting of various teaching and non-teaching staff, in addition to this IQAC considers many factors like changes in the government policies, university policies, rules, changes in the programs/ courses or any aspect of the teaching, learning & evaluation, SWOC analysis of the college, etc. Periodically the IQAC prepares long-term master plans and departmental plans to achieve its vision and mission of the college. The long-term perspective plan document was prepared by the IQAC after consultation with the principal, CDC, various curricular committees, stakeholders, etc.

The Principal and IQAC Committee get such spending decisions approved from the CDC and CDC forwards the same for to the managing council of the parent institute for the final approval if necessary. College always constitutes committees for the purchases and supervision of the projects under development to ensure the optimum

utilization of resources.

File Description	Documents
Paste link for additional information	http://www.cdjcollege.com/pdf/2021/6_1_1.pdf
Upload any additional information	View File

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

The college has an appropriate decentralized mechanism for participative management; it works at the following nine levels- Managing Council of Rayat Shikshan Sanstha, CDC, Principal, IQAC, Vice-Principal, Head of departments, and Chairpersons of various academic Committees, Faculty members & non-teaching staff and Students' representatives. The managing council of Rayat Shikshan Sanstha takes major policy decisions. The CDC looks after the problems in the regular functioning of the college and budgetary issues in the college. The Principal works as an Administrative Head of the college, he gets regular assistance from the Vice-Principal, Departmental Heads, and Chairpersons of various Committees, faculty members, and non-teaching staff. IQAC works as a think tank as it collects suggestions, recommendations, and feedback from the stakeholders so as to it can give recommendations to the Principal and CDC about solutions to the emerging challenges. The Principal after arranging meetings with the concerned parties takes necessary decisions but if the matter is not under his authority then the Principal forwards the same to CDC or the Managing council depending upon the nature of the matter. After getting approval from the CDC or Managing council, the principal issues necessary orders to the concerned HOD or Chairperson of the concerned committee, then the members of the said committee or department make the implementation of such orders.

File Description	Documents
Paste link for additional information	http://www.cdjcollege.com/pdf/2021/6_1_2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC while preparing perspective plans takes into account the suggestions and feedback from students' representatives, stakeholders, and various curricular committees consisting of various teaching and non-teaching staff, in addition to this IQAC considers many factors like changes in the government policies, university policies, rules, changes in the programs/ courses or any aspect of the teaching, learning & evaluation, SWOC analysis of the college, etc. At the beginning of each academic year, the IQAC after considering the urgency and priority makes an action plan to implement the perspective plans.

An example of one activity successfully implemented based on the perspective plan is the implementation of the action plan of enhancing collaborations for students' training to create job opportunities for the students; which is mentioned in "Perspective Plan 2013-2023". In the "Perspective Plan 2013-2023" under the action plan for Research Consultancy and Extension; sub plan number 5 for enhancing collaborations for students' training to create job opportunities for the student.

"To enhance the quality of MoUs / collaborations of the linkages with different institutes and industry for research, filed projects, students' training, faculty training and exchange to create the job opportunity for students." The activity runs according to a perspective plan for students' overall development.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.cdjcollege.com/pdf/2021/6_2_1.pdf
Upload any additional information	View File

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

The college is governed by Rayat Shikshan Sanstha, Satara, and is permanently affiliated with Savitribai Phule Pune University, Pune.

Administrative setup: The Principal works as an administrative head of the college. He gets regular assistance from the Vice-Principal, Departmental Heads, Office Superintendent, Chairpersons of various Committees, faculty members, and non-teaching staff.

CDC: - The members of the CDC discuss various important issues regarding the teaching and non-teaching staff, problems in the regular functioning of the college, and budgetary issues in the college.

Principal: - Performs the role of the Administrative Head of the college, the representative of the Managing Council and CDC, Chairman of IQAC, and academic teaching role. He looks after the day-to-day functioning of the college and takes emergency decisions.

IQAC: IQAC works as a think tank as it collects suggestions, recommendations, and feedback from all stakeholders to give recommendations to the Principal and CDC about the solutions to the emerging challenges. IQAC works as a co-coordinating agency and links all levels of staff. IQAC performs all its duties as assigned to it by the management and as per the govt. of Maharashtra universities act. **Head of the Support Services Section:** Regular duties, manager of the section, the role of co-ordinator, supervising the functioning of sectional staff.

The college strictly follows Service Rules, Promotion Policies, Procedures, Recruitment, and Grievance redressal mechanism as per the affiliating University Savitribai Phule University; Pune, UGC, and State Government of Maharashtra strictly followed by the institution.

File Description	Documents
Paste link for additional information	http://www.cdjcollege.com/
Link to Organogram of the institution webpage	http://www.cdjcollege.com/pdf/ssr/6_2_2_College_Organogram.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

1. Staff Accommodation on the college campus is made available by the college.
2. Rayat bank finance facility is also made available to the staff.
3. The college has a family Welfare scheme, under this scheme college has created 'Kutumb Kalyan Nidhi' (Family Welfare fund).
4. College provides loan facility to staff members at very concessional rate of interest through the Laxmibai Bhaurao Patil Credit Co-Operative Society.
5. College also provides the Emergency advance and Festival advance to the staff members of the college
6. College provides Group Accidental Health Insurance facility to the staff members of the college
7. Members welfare Deposit Scheme through The Rayat Sevak Co-Operative Bank Ltd. is also made available by the college for its Staff members under such a scheme, after the death of the member his legal heirs get financial support up to Rs.10 lacs
8. In addition to this college staff members contribute to the 'Rayat Sevak Welfare Fund' of the parent institute: Rayat Shikshan Sanstha and get benefits of the same whenever required
9. College provides maternity leave to the female staff and paternity leave to the male staff according to the rules.
10. The college encourages teaching and non-teaching staff to participate in various workshops, conferences, FDPs for their continuous career developments by offering them financial support for the same and by providing duty leaves for the said purpose.

File Description	Documents
Paste link for additional information	http://www.cdjcollege.com/pdf/2021/6_3_1.pdf
Upload any additional information	No File Uploaded

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

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

3

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

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

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

7

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

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

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

17

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

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

The college strictly follows all the recruitment, appraisal, and promotion policies stipulated by the UGC, Savitribai Phule Pune University, and the Government of Maharashtra. All faculty members complete the self-appraisal procedure every year in the manner prescribed by the UGC and Savitribai Phule Pune University. The PBAS system enables the teachers to take career advancement through CAS for placement. The management approves applications of teachers regarding Assistant, Associate, and Professor Grade scales. The university and Higher Education department approve the teachers' scale. In addition to this a separate performance appraisal committee headed by the principal, consisting of various departmental heads and IQAC, carries out the performance appraisal of the teaching staff after considering specific factors like evaluation of teaching & learning outcomes, students' and parents' feedback, specific duties/tasks assigned by HOD, a contribution for the benefit of students/ staff / College.

Appraisal system/policy for the non-teaching staff:

Every year college conducts a performance appraisal of non-teaching staff through the separate performance appraisal committee headed by the office superintendent. The aforesaid committee prepares

confidential reports after verifying the various parameters like knowledge, ability, competent authority/Principal / CDC depends upon the terms of appointment of the staff for the further remedial actions like regularizing the staff after probation period, deciding the regular increments, and deciding the promotions, transfers, etc.

File Description	Documents
Paste link for additional information	https://cdjcollege.com/pdf/2021/6.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The parent institute Rayat Shikshan Sanstha appoints a team of internal auditors to conduct the internal audits of the various colleges of the Rayat Shikshan Sanstha. The same team of internal auditors conducts the internal audit of the college twice in an academic year. Internal audit objections are immediately resolved at the time of audit. The audit objections which can't be resolved immediately, then necessary remedial valid accounting adjustments are implemented as per the suggestions and recommendations made by the team of internal auditors. Under the system of external audit, the parent institute Rayat Shikshan Sanstha appoints the authorized firm of chartered accountants.

Management of the college promptly resolves the external audit objections according to the recommendations and suggestions of the external auditors. Five external audits and ten internal audits of the college have been carried out during the period of the last five years. The recent external annual financial audit of the college is conducted for the financial year 2020-21. Apart from this regular annual external financial audit, the college undergoes various audits conducted by the auditors appointed by the respective funding agencies (like UGC, Savitribai Phule Pune University, etc.) In addition to this internal and external system of audit, the college undergoes a government audit once in the period of three years as per the rules of the Government of Maharashtra.

File Description	Documents
Paste link for additional information	https://cdjcollege.com/pdf/2021/6.4.1%20Final%2020-21.pdf
Upload any additional information	View File

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

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

3.08

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The College is an aided college so it gets regular grants and / or funds from the University Grants Commission, government of Maharashtra and Savitribai Phule Pune University. In addition to this the major internal source of finance is the collection of fees from the students admitted for the self-financed courses offered by the college. Because of the ever increasing number of students studying in the college, the collection of fees from the students is also increasing, which enables the college to meet all the financial requirements.

IQAC of the college prepares the long, medium and short term plans of the college after deliberate discussions with all the stakeholders which enable the CDC to predict the long, medium and short term financial requirements of the college. College always constitutes committees for the purchases and supervision of the projects under development to ensure the optimum utilization of resources. In addition to this the parent institute has a separate team of inspectors to ensure the optimum utilization of resources

for the respective projects. Apart from this; the college has a definite system of audit like internal audit twice in a year, external annual financial audit, government audit, audits by respective funding agencies like UGC, Savitribai Phule Pune University, Pune, etc. to ensure optimum utilization of resources. The college follows the Budgetary Control System to ensure the optimum utilization of the recourses.

File Description	Documents
Paste link for additional information	https://cdjcollege.com/pdf/2021/6.4.1%20Final%2020-21.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes in the college to convert the challenges before the college into strengths of the college. IQAC the Academic Planning Committee prepares a detailed academic plan for each academic year and ensures optimum utilization of the available infrastructure. Academic Calendar is prepared and uploaded on the institutional website. IQAC has adopted quality improvement strategies in areas like curriculum development, teaching-learning, examination and evaluation, research and development.

1. Refined Online Admission System: Because of the Pandemic situation, increased load of ever increasing number of students admitting in the college, a very limited number of teaching and administrative staff of the college, and change in the program Structure of the Affiliating University, it was very challenging for the college to complete the admission procedure in time and in proper way. The College has redefined the online admission procedure.
2. Establishment of Distance Education Centre in the college: As mentioned above, because of the large number of students applying for the admission but as the college has limited intake capacities for the admission; many students were suffering from difficulties to continue their further education; it results into students' drop out. Then on 9th January, 2021 the college has got the permission from the affiliating university to establish the Distance Education

Centre in the college

File Description	Documents
Paste link for additional information	http://www.cdjcollege.com/iqac.php?ID=1
Upload any additional information	View File

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

Improvements in ICT tools to facilitate the Online Teaching-Learning Process: By considering the Pandemic situation; the IQAC of the college received many suggestions and feedback from the stakeholders and decided to increase the use of ICT in the teaching-learning process to facilitate online education during the period of lockdown.

As a result of a review of teaching-learning processes, the IQAC found that equipment required for the online teaching and learning process is inadequate and needs to be Improved so IQAC has suggested in its meeting that new ICT equipment like Cameras, Web Cameras, Tripods, Caller mikes, ZOOM / Online Video Conferencing Platform Subscriptions, etc. are need be purchased.

Introduction of new Innovative techniques in the Teaching-Learning and Evaluation Process of the College: It was found that the evaluation mechanism during the Pandemic needs to be revised. Therefore, in the meeting of the IQAC; it has recommended establishing the Online Evaluation Mechanism to facilitate the online teaching learning and evaluation process during the period of the pandemic through the Vriddhi Software, Google forms, Google Classroom, and Video Conferencing Platforms like ZOOM, Google Meet, etc

IQAC review and recommendations, the college has decided to provide a "twenty-four by seven teaching learning facility" to the students with the help of recorded video lectures provided through the college's YouTube Channel <http://www.youtube.com/c/cdjcollege> and college website: http://www.cdjcollege.com/lib_video.php

File Description	Documents
Paste link for additional information	http://www.cdjcollege.com/pdf/2021/6_5_2.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.cdjcollege.com/igac.php?ID=1
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has always given importance to the overall personality development of students with a view to bringing about gender equality, various programmes and special attention is provided to girls students. The College has set up a Women empowerment cell and it ensures that all the girls are healthy and safe in the college. A separate parking facility and entrance gate for the girls has been provided to the girl students with the wall compound. The women's cell organizes various programs related to gender quality. The college has an active and vigilant sexual harassment prevention cell. The suggestion boxes are installed by the sexual harassment prevention cell for girl students to lodge their grievances and

complaints and to make suggestions anonymously. Sanitary napkin vending machines and disposable machines are installed in colleges and hostels. There is a provision for a separate security guard for the girl's hostel. The college conducts Regular health check-ups of the girls staying in the hostel. A separate well-equipped gymnasium hall is available in the hostel. Emergency helpline numbers are displayed on signboards in the hostel premises. Women Empowerment Cell advices to the girl students regarding health issues, financial issues, and psychological problems and seeks advice from expert counselors. The institute has separate restrooms for the girls. The purified drinkable water facility is provided to the students in the college and girls staying in the hostel.

File Description	Documents
Annual gender sensitization action plan	http://www.cdjcollege.com/pdf/2021/Annual%20Gender%20Sensetization%20action%20plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.cdjcollege.com/pdf/2021/Gender%20Equity.pdf

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

A. 4 or All of the above

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

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

The college Development Committee has issued various directive notices and displayed posters at selected locations to instruct the staff, students and faculty members to maintain cleanliness on the Campus. Solid and Liquid waste disposable dustbins are kept on the

campus. Kitchen and other waste are collected from different areas of campus and processed for vermin compost. The compost used for the plants and garden purpose. The water overflow from the water tank provided to the garden and plants through pipelines. Toilets and Bathrooms are connected with the drainage system of Municipal council for further water treatment. The parent institute Rayat Shikshan Sanstha having MOU with the e-waste management firm for the college. The sanstha appointed e-waste management committee of expert personnel for verification of e-waste management. After verification of e-waste material, the prospective reports send to the college and dealer. The dealer appointed by sanstha purchases that material from college i.e. computer, printer, monitor, peripheral parts, electric and electronic materials etc. Purchase committee of college recommended buyback products policy for Xerox Machine, Batteries and UPS. "E-waste Management" has created an impact upon students and faculty about the hazardous effects and importance of e-waste management system. College students donate their non-used outdated electronic gadgets for the recycle of material under guidance of computer department. The reusable electronic equipment is kept aside for future use.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

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

A. Any 4 or all of the above

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

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

A. Any 4 or all of the above

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

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

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

This is the only commerce senior college in the town. Most of the students taking admissions in the college are local and belong to the nearby villages. As per government rules, the admission process is carried out. Enough care is taken for specific earmarked seats of each category are filled up. The statutory committees of the college are well balanced with the representation of each category. The college regularly organizes different activities for inculcating the values of tolerance, and harmony toward cultural diversities. Our college belongs to rural background. Its activities have a very positive impact on society's cultural & communal thoughts directly. The socio-economic conditions are somehow different than the other developed regions of Maharashtra. Our institution also runs the Gandhian thoughts exam in collaboration with Gandhi Research Foundation, Jalgaon. The students also contributed as a Varkari volunteers in Ashadi Ekadashi July month of every year. The students are inculcated with tolerance and harmony about cultural regional, linguistic communal socio-economic, and other diversities by arranging expert lectures on various topics. To maintain the linguistic importance Department of Marathi celebrates various activities such as 'Marathi Rajbhasha Din' is celebrated with the local community. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's day, Yoga day, and AIDS Awareness programs with many regional festivals.

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

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

The college undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties, and responsibilities of the citizens. On 26th Nov, Constitution day was celebrated in the college every year. Our constitution provides for human dignity, equality, Social justice, Human rights and freedom, Rule of law, equity and respect, and superiority of the constitution in the national life. Republic Day is celebrated on January 26 to commemorate the adoption of the constitution. On this day, various formal events including flag-hoisting and are followed by a "constitution awareness program" in which students and staff members got information about their duties towards our nation and the rights gave to them by our constitution. Independence Day is celebrated every year along with all other Rayat Shikshan Sanstha's various branches. The college has organized guest lectures on human rights. The college celebrates National Consumer Day every year. The college has organized a cleanliness Campaign for increasing social responsibility among the student mostly NSS and NCC students who participated in this Campaign. National Voter Awareness Rally/Programme is organized in the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.cdjcollege.com/pdf/2021/Corona%20Virus%20Awareness%20Lecture.pdf
Any other relevant information	Nil

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

A. All of the above

a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The college organizes National Festivals, national and international commemorative days Birth and Death Anniversaries of great Indian Personalities with enthusiasm. Every year our institute organizes national festivals, national and international commemorative days, and birth/death anniversaries of the great Indian personalities.

1. 26th January Republic Day- Republic Day is celebrated on January 26 to commemorate the adoption of the constitution. On this day, various formal events including flag-hoisting and are followed by a "constitution awareness program" in which students and staff members got information about their duties towards our nation and the rights gave to them by our constitution.

2. International Human rights day: - International Human right day is celebrated on 10 Dec every year. The theme for the celebration is "All Rights for all". Human Rights Day is observed and celebrated on 10 December across the globe to raise awareness about rights that all human beings are entitled to, irrespective of factors such as religion, sex, language, race, color, nationality and so on.

3. National Consumer Day: - It becomes important to celebrate National Consumer Day because this day was made to protect consumers' rights and to make people aware of it.

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

7.2 - Best Practices

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

(1) "Padmabhushan Dr. Karmaveer Bhaurao Patil State Level inter-collegiate Elocution Competition"

The Context: The Great educationist, the founding father of Rayat Shikshan Dr. Karmaveer Bhaurao Patil, founded this educational institute in the Asian continent for economically and socially backward classes and rural masses in 1919. Dr. Karmaveer Bhaurao Patil developed his own philosophy of education based on his real experience in society.

The Practice: In every academic year, a state-level elocution competition is held by the college. The motto of this practice is to impart leadership qualities, ethical, social, morale values among the students and to make students aware of Rayat Shikshan Sanstha's, mission and vision.

Evidence of Success: Although this is a single faculty college the practice of conducting Elocution competition is in practice for the last 58 years successfully. The participants from various colleges and districts participate in this competition.

(2) Title of the practice: Green initiatives

The Context: Greenery can be defined as the systematic identification, quantification, recording, reporting, and analysis of components of environmental diversity.

The Practice: The College is a quality-conscious college. It protects its own environment with its green campus, keeping pollution free. Environment development is its basic work with the educational policies implemented on the campus every year, during the rainy season, we do tree plantation and carefully look after it.

Evidence of Success: The College has upgraded solar facility in the college and for more details click on link.

File Description	Documents
Best practices in the Institutional website	http://www.cdjcollege.com/pdf/2021/DrKarmaverBhauraoPatilStateLevelInterCollegiateElocutionCompetition.pdf
Any other relevant information	http://www.cdjcollege.com/pdf/2021/GreenCampusPolicy.pdf

7.3 - Institutional Distinctiveness

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

Research Centre in Commerce and Management was established in the academic year 2007-2008. It is approved by the Savitribai Phule Pune University, Pune for conducting M.Phil and Ph.D. Course. In the academic year 2020-21, 22 Scholars are pursuing their Ph.D. courses. Six recognized guides were associated with the center. The research Centre conducts research on Business Administration, Marketing, Banking and Finance, Cooperation and Rural Development, Business Economics, and Business Practices. Institute inculcates a research culture among the students and faculty, enables faculty to translate theoretical knowledge into action, evolve scientific thinking, and acquire research skills by encouraging staff. Four functional MoUs with M/s Pavan B. Autade & Co. Chartered Accounts, Kesharprem Building, Main Raod, Shrirampur, Winway Technology, Ahmednagar, Vriddhi Software Solutions Pvt. Malegaon and Director, Sai Excellence Academy, Shrirampur respectively to impart to the students in corporate culture. Grant received from government and non-govt. organization Rs. 3.72,000 for research. Research Centre sanctioned Rs.2,82,000 for fifteen Minor Research projects to faculty members. On 11th June 2020 webinar on the Impact of Covid-19 and on 16th June 2020 one day webinar was organized on the topic of 'Recent Trends in marketing in the college. A national webinar on Recent Trends in Indian Banking was organized on 18th June 2020. Online Faculty Development Program on Educational Video Creation E-Content Development was organized by the center. One day Workshop on Research Methodology was organized on 25th Nov. 2020. 13 research papers were published by faculty members in various seminars and UGC care listed journals.

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

7.3.2 - Plan of action for the next academic year

1. To initiate Covid-19 measures.
2. To Review, Expand and implement Online Teaching learning facility.
3. To Review, Expand and implement Online CIE Continuous Internal Evaluation facility.
4. To review the needs of repairing & Maintenance in the campus like - Street Light, drainage pipe line, etc. and suggest the probable solutions about the same to the CDC.
5. To Start CA Foundation Guidance Centre in the College.
6. To start the Share Market Course in the college and to suggest the CDC about establishing Share Market Lab in the college.
7. To organize Industry-Academia Meet.
8. To Establish Authorized CS - Company Secretary Study Centre in the College.
9. To review Teaching, learning and evaluation mechanism in the college.
10. To boost Training and Placement activities.
11. To organize Staff Training Programs.
12. Enhancement of research culture, Youth Parliament, Counseling and mentoring of students, Hands-on Workshops on e-content development, Lecture series for students' experiential learning activities.
13. To look after changes to be made in the Committees to ensure Decentralization and Participative management.
14. To make the college website more dynamic to boost the services and transparency.
15. To collect, analyze the stakeholders' feedback and ensure Actions to be taken on stakeholders' feedback during the year.
16. To conduct various Seminars, Webinars, Conferences, Field Visits.
17. To establish more MoUs and Industrial Linkages to ensure Outcome Based Education and Entrepreneurship development of the students.