



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	MAULANA AZAD COLLEGE OF ARTS, SCIENCE & COMMERCE
Name of the head of the Institution	Dr. Mazahar Ahmad Farooqui
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02402381102
Mobile no.	9422214785
Registered Email	macprincipal@gmail.com
Alternate Email	principal@azadcollege.in
Address	Post Box No. 27, Dr. Rafiq Zakaria Marg, Rauza Bagh
City/Town	Aurangabad
State/UT	Maharashtra
Pincode	430110

2. Institutional Status																									
Affiliated / Constituent			Affiliated																						
Type of Institution			Co-education																						
Location			Urban																						
Financial Status			state																						
Name of the IQAC co-ordinator/Director			Dr.BHATTACHARYA ADITI VISHWANATH																						
Phone no/Alternate Phone no.			02402381102																						
Mobile no.			9823581884																						
Registered Email			aditibhattacharya@maca.ac.in																						
Alternate Email			macprincipal@gmail.com																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			https://maca.ac.in/iqac/aqar																						
4. Whether Academic Calendar prepared during the year			Yes																						
if yes,whether it is uploaded in the institutional website: Weblink :			https://maca.ac.in/uploads/notifications/6246deb24d6f1.pdf																						
5. Accreditation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>A</td> <td>3.03</td> <td>2004</td> <td>16-Feb-2004</td> <td>15-Feb-2011</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.03</td> <td>2015</td> <td>14-Sep-2015</td> <td>13-Sep-2020</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	A	3.03	2004	16-Feb-2004	15-Feb-2011	2	A	3.03	2015	14-Sep-2015	13-Sep-2020
Cycle	Grade	CGPA	Year of Accreditation	Validity																					
				Period From	Period To																				
1	A	3.03	2004	16-Feb-2004	15-Feb-2011																				
2	A	3.03	2015	14-Sep-2015	13-Sep-2020																				
6. Date of Establishment of IQAC			06-Sep-2005																						
7. Internal Quality Assurance System																									
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries														
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Hands on training in Mushroom cultivation	25-Feb-2020 01	52
Hands on training in e-learning	05-Sep-2019 01	34
RASS SPONSORED COLLOQUIUM ON	01-Feb-2020 02	131
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Maulana Azad College of Arts Science&Commerce	CPE	UGC	2017 1825	15000000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

College calendar and chronicle is prepared by IQAC based on the University academic calendar as well as annual plans of departments and the college committees . All SOPs given by NAAC as well as the NAAC manual is posted on a dedicated college faculty group as well as circulated through mail. Allocation sessions on Environmental perspectives in religion, IPR and Avishkar competition was conducted under the aegis of IQAC.

The IQAC in association with RASS has successfully conducted a State level Colloquium on Family Institutions- ideas, practices and impact (1st and 2nd Feb 2020).

The IQAC collects the annual self appraisals from faculty which is further placed before the Principal for his remarks. The IQAC also stamps the faculty diaries through the Vice Principal of the College. The IQAC has also guided the faculty to prepare activity reports and "Work from home" details during lockdown so as to be forthcoming and ready for any inspection.

The Orientation of the office staff with respect to the New University act (14.12.2019) was conducted by the IQAC along with some selected committee members.

The IQAC takes a review of the activities of the different college committees once a year, scrutinises the Career advancement schemes of faculties by assessing the scores and College activity records.,Through the e-learning committee ,the IQAC provides hands on training in e-learning. It has also familiarized the faculty to MOOC, SWAYAM, NPTEL ,ARPIT courses, LMS , blended learning and videomaking, gearing up for NAAC through the numerous webinars, workshops , faculty development courses, being conducted by the best of colleges in India.

[View File](#)

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

Plan of Action	Achivements/Outcomes
Providing orientation about disaster management for students and staff.	21.01.2020- Fire safety training and live drill was carried out by the Firebrigade, Aurangabad in association with the disaster management committee of our college,
Electrical experiments in Physics Newtonian mechanics to quantum mechanics a doubt clearing workshop in Physics	17th June to 21st June 2019, a workshop was arranged on electrical experiments and doubts were cleared from Newtonian to Quantum mechanics.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
CDC & IQAC	26-Aug-2021

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission	2020
Date of Submission	21-Jan-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The College has in use the Centralized Campus Management System. It is a cloud based ERP that enables College governance through an automated student faculty life cycle. The following modules are being used: Academic, faculty, Institution Library. Registration and Admissions Payroll Management Student Administration Institution Modules Library Modules: MOPAC .The CCMS has made college administration convenient and simple.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Affiliated colleges are running under the the guidelines provided by the university from time to time. The college is affiliated to Dr. Babasaheb Ambedkar Marathwada University Aurangabad . The syllabus is designed by the university committee appointed for the specific purpose of forming the syllabus. The same committee looks after the global and local needs of the region and frame the syllabus accordingly. Our Institution has the mechanism for the well planned curriculum delivery and documentation. Affiliated colleges do not have freedom to modify or review the syllabus. However, faculties from the college are elected members of Board of Studies of University and provide valuable inputs in syllabus framing Our college takes care that the number of lectures are allotted to the teaching staff as per UGC so as to complete it in 180 days per year or 90 days per semester. Every paper is assigned 45 / 60 lectures per semester. Each teacher has to engage a total of 20 lectures per week. In the beginning of every academic year an academic calendar is made available including two semester to all departmental heads. According the discourse of curriculum is planned for every month and is mentioned in the teaching plan in teaching diary. This is checked by the heads of the department, vice Principal and the Principal. In the beginning of each academic year students induction week is observed. This provides students to know about the campus, library, laboratory and the teachers of the college. The classes start as per the schedule. Attendance of the students is strictly maintained and monitored. Parents are informed about their wards regarding their progress. Syllabus is completed as per schedule. Test tutorial and remedial classes are conducted. Students are categorized into slow learners and advance learners by the assessing their performance regularly. Based on subject needs students industrial tour and field work is carried out. In addition to this the Students are exposed to many co-curricular activities that support and understand the subject in the true sense.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Commerce II	31/05/2019
BBA	Management II	31/05/2019
BCom	Commerce III	20/07/2020
BBA	Management III	20/07/2020
BCom	E-Commerce I	26/07/2019
BCom	E-Commerce II	18/09/2020

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Skill Development in PTC ATC	03/12/2019	15
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Full Stack Web Development	8
BBA	Customer Satisfaction Survey	63
BCom	Website Development	25
MCom	Financial statement Analysis	19
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The college has feedback mechanism of 360 degree. The feedback is collected from stakeholders including students, teachers and Alumni for overall development of college. For maintaining the transparency in the feedback of teacher, we kept the identity of student confidential so that the student should cast their valuable feedback without any hesitation. The students cast their valuable feedback without fear and favor. The analysis of teacher is usually performed on the basis of feedback received from stakeholders. For this purpose, separate committee is constituted. The data obtained is shared with the Principal, IQAC and Heads of departments. The feedback is collected in context to facilities provided to the students from college. For inspiring the teacher to use technology in teaching learning process we have conducted the webinars on LMS by inviting experts speakers in their fields. The feedback on curriculum is also collected from the teachers and the data so obtained handed over to members BOS from our college to convey the messages of stakeholders to take necessary changes in the curriculum. The use advanced technology in library has been implemented and it is known as Knowledge Resource Center instead of library. All the facilities has been up gradated in KRC with involvement of external bodies in this field. For the sake of Eco-friendly environment in campus the Green Audit is performed twice in a year on the basis of feedback of stakeholders. The fruitful discussion of stakeholders regarding design of syllabus, process of exam and other issues are discussed with the members of university by inviting them in guest lecture. The extracurricular activities are performed by visiting different industries with the students. For this purpose it is mandatory to each department to conduct one industrial visit. The parents meeting is conducted in every semester to discuss various issues related to academic scenario.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	120	200	147
BSc	Science	240	370	288
BCom	Commerce	120	210	157
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled	Number of students enrolled	Number of fulltime teachers	Number of fulltime teachers	Number of teachers

	in the institution (UG)	in the institution (PG)	available in the institution teaching only UG courses	available in the institution teaching only PG courses	teaching both UG and PG courses
2019	1803	351	90	11	21

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
90	73	8	4	4	12

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Maulana Azad College of Arts, Science and Commerce, Aurangabad has a pulsating and active mentoring system for the establishment of an improved and efficient relationship between teacher and student by continuously guide, motivate, monitor and council students in educational and personal matter. Each and every teacher in all the departments is assigned with the task of mentoring 30 students in all these aspects. The Students in colleges are busy in their studies. During their studies they faced many problems and difficulties. As most of the students are away from their home for study need psychological, moral and Professional learning support. The main objective of the mentoring systems is to give a trustful, reliable and comprehensive support system and to motivate students to excel in both academic and non academic fields with environment friendly atmosphere. Mentoring the mentor is done in various manners so that the mentor developed skills like observing, listening, speaking, attending, calling by name, responding, exploring, evaluating, problem solving, planning and confronting. The mentoring system of our College ensures that the students adapt to the dynamic learning environment and lead their ways into highly successful careers A documented record of the mentoring system is maintained by the mentor and the Head of the Department for more development and reference purposes. The committee meets the students regularly and monitors their performance in various exams, tests quizzes etc and interacts with the different faculty members to get feedback regarding the student's performance in our institute. The mentoring system promises to provide a better understanding of an individual and bring out their highest capabilities and potential. It also appears to be the most effective procedure for mitigating cases of those students who are vulnerable to drop-out from studies. Following ways mentors guide the mentees and regulate mentoring system

1. The mentor will keep the records students such as their contacts numbers, parents occupation, family members, hobbies etc.
2. Send letters to parents/guardian for parents meet and also discuss various points with parents/guardian about students.
3. Monitor, guide and motivate the students in all academic pursuits. Discuss with students in their area of interests and their career development.
4. Mentor play an important role in helping students in distress to cope with academic, extra-curricular and co-curricular activities and also keep an eye on their health issues, financial constraints and other personal problems.
5. Mentor guide the mentees about external evaluation internal evaluation system and university rules and functioning and make them aware about functioning of college management.
6. The aim of this system is to identify and understand the status of slow learners and encourage advanced learners, enhance student's academic performance and minimize dropout rate.
7. They guide the mentees about various scholarships of state and central government and also guide about various college committees, Anti Raging law, Gender sensitization, health, hygiene, career counseling, positive thinking, planning of study at home and hostel.
8. They also guide the students about their career opportunities in government as well as private sectors.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2154	87	1 : 25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
100	87	13	Nil	55

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Dr. Mazahar Ahmad Farooqui	Principal	Jeevan Gaurav Puraskar
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSc	PG	Nil	19/11/2019	12/12/2020
MSc	PG	I, III	19/11/2019	13/01/2020
BA	UG	II, IV, VI	31/10/2020	02/12/2020
BA	UG	I, III, V	31/10/2019	24/12/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The performance of students in our institute is continuously evaluated. In the beginning student made aware about the evaluation system practiced by the college. Every faculty guide student regarding University examination pattern. In every semester each department conducts two tests and one assignment. The tests help in understanding the extent of conceptual knowledge acquired by the students. Assignments provide the students with practice of writing big answers as per the University exam pattern. At the beginning of semester tests are conducted by our teachers and on the basis of their performance the students are shortlisted for remedial learning. The performance in the tests is discussed with students and if needed with parents. Special efforts are taken for remedial learners by administering video lectures, sharing e-literature through Google classrooms. Additionally, the students are also exposed to class tests administered by individual faculty members to equip them with university exam pattern. The faculty motivates the students to raise their doubts related with subjects which are duly addressed. Each department also maintains a Chapter-wise bank of MCQs to supplement Continuous Internal Evaluation. With regard to practical subjects, laboratory skills are an integral part of continuous evaluation. The students are counseled and assessed on skills for handling hazardous chemicals. Continuous monitoring of bio-safety procedures adopted by students is carried out by laboratory staff. Before starting the practical in the laboratory Students are given detailed explanation and instruction regarding the do's and don'ts in the laboratory. Students demonstrated for handling the instruments, apparatus and hazardous chemicals. They are also briefed about the standard techniques and protocols and safety measures required to follow in the laboratory. The laboratory staff undertakes

to monitor the disinfecting of workplaces to be done by the students. Continuous evaluation is also done for project work assigned to students. Few of the undergraduate courses and many of the post graduate courses include Project work. The students are assigned topics for project work by the Head of the Department in consultation with the faculty members of the department. Every faculty is allotted a group of students to be guided. The students in due discussion with project guide finalize the objectives, research design, scope and limitations of the project. Wherever necessary, survey instruments are also finalized. Students then collect the required data, analyzed by application of proper statistical techniques and tools. In this entire research process the faculties guide the students continually and review the work carried out by the students. The students are required to submit a copy of their research project with the respective departments.

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

Being an affiliated college of the Dr.Babasaheb Ambedkar Marathwada University, the College follows the Academic Calendar as prepared by the University. The academic calendar prepared by the IQAC provides for important information about teaching dates, examination dates, student seminars, study tours, extra and co-curricular activities, periodic tests and examinations. The Academic Calendar schedules the commencement and the closure of both odd and even semesters as well as the conduct of examinations. The Academic Calendar is communicated to the students, faculty members and non-teaching staff, and is documented through the institutional notice boards. Changes to the Academic Calendar, if any, are timely notified to the stakeholders through website, emails and notice board.

The calendar allows each department to plan the academic and cocurricular activities in a systematic and cohesive manner. The academic calendar provides opportunity to the departments to plan their bridge courses, remedial courses as well as planning and execution of various student related events. The calendar further helps the faculty to equip the students for examinations by timely completion of syllabus, providing students with question banks as well as conducting practice tests for the students. Within the University documented academic calendar, the College also schedules its internal assessment week to adhere to the overall assessment requirements of the University. With respect to the Semester-End Examinations, the date-sheets for both undergraduate and postgraduate courses are also prepared at University Level. Consequently, the role of the College is confined to communication and conduct of the examinations. Students and faculty members are communicated of the examination schedule through notices.

2.6 – Student Performance and Learning Outcomes

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

https://maca.ac.in/uploads/agar/Program_Outcome623d814d2ae6e.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA2006-07	BA	Arts	70	65	92.85

[View File](#)

2.7 – Student Satisfaction Survey

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

https://maca.ac.in/uploads/agar/Student_Satisfaction_Survey_2019-2020623d7dae7f26d.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
IPR -filing of patents	Department of computer science	16/08/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Cost effective method for synthesis of metal nano particles	Ammara Rafat Kazi Javeriya Firdous	Selected for II Round in AVISHKAR	20/01/2020	Medicine and pharmacy
Start Yours: An Application for Entrepreneurial orientation	Shaikh Mustafa Aatif Shameer	Selected for II Round in AVISHKAR	20/01/2020	Commerce and Management
A VEHICLE TRACKING SYSTEM WITH REAL TIME REPORTING	SOHANI, ANJALI RAOOF KHAN, ABDUL and JABDE, P. V	Commonwealth of Australia Patent number 2019101110	25/09/2019	Computer Science
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	01

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

Name of the Department	Number of PhD's Awarded
Chemistry	7
English	4
Zoology	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Zoology	2	Nill
International	Chemistry	16	3.83
International	Botany	2	Nill
International	Microbiology	3	Nill
International	Physics	14	Nill
International	Mathematics	12	2.3
International	Computer Science	7	Nill
International	English	4	Nill
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Mathematics	1
Botany	1
Zoology	1
Urdu	4
History	1
Computer Science	1
Physical Education	2
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
?-Valero lactone: Promising bio-compatible media for the synthesis of 2-arylb enzothiazole derivat	Mazahar Farooqui et al	Organic Communications	2019	Nill	DR Rafiq Zakaria College for women	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
?-Valero lactone: Promising bio-compatible media for the synthesis of 2-arylbenzothiazole derivatives	Mazahar Farooqui et al	Organic Communications	2019	12	1	DR Rafiq Zakaria College for women

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	22	77	7	2
Presented papers	6	25	3	Nill
Resource persons	3	5	4	Nill

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
INTERNATIONAL DAY OF YOGA	Yoga Dept, Dr.B.A.M.U. Aurangabad with NSS unit of the college	1	10

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Elocution competition	Third Prize	Government Arts and Science college Aurangabad	1

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Tree Plantation Programme	NSS	100 sapling were planted by the NSS volunteers	8	15
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Collaboara tive research endeavours, Exchange of academic ideas and collaborative activities for students progression and academic advancements	Research work in relation to nanoparticle s	Shivchhatr apati College, Aurangabad	12/01/2019	31/12/2020	1
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Quick Heal Foundation	01/04/2020	Social work creating cyber awarenassin school children and college“Earn and Learn” scheme	23
Swami Ramananad	01/05/2018	Field assistance	19

Teerth Marathwada Research institute ,Nageshwarwadi Aurangabad.		in socio economic survey work	
MANAV	10/02/2020	Soil analysis, Rock Identification ,Scientific Geo-physical resistivity survey, well Inventory, Geo hydrological planning of the area,Engineering Water Conservation Structure.	17
Anuman Khirul Islams Poona College of Arts, Science and Commerce, Camp,Pune, Maharashtra	08/05/2019	Education and research	Nill
M.S.P. Mandals Deogiri Collge, Aurangabad	18/01/2020	Faculty Exchange	2
Core geological welfare Association.	10/02/2020	Field and chemical Soil Analysis, Rock Identification, Scientific Geo-physical resistivity survey, well Inventory, Core drilling and Mud	19
Swami Ramananad Teerth Marathwada Research institute ,Nageshwarwadi Aurangabad	03/12/2020	Percolation tank Survey at Phulambri and Aurangabad Taluka.	19
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
500000	414532

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing

Laboratories	Existing
Seminar Halls	Newly Added
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIBMAN	Fully	1.0	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	70216	7961272	286	68286	70502	8029558
e-Books	1	Nill	1	5900	2	5900
CD & Video	249	Nill	Nill	Nill	249	Nill
Library Automation	1	450793	Nill	Nill	1	450793
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
See File attached	Nill	Nill	Nill
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwid th (MBPS/ GBPS)	Others
Existin g	234	5	234	0	0	16	10	70	0
Added	0	0	0	0	0	0	0	0	0
Total	234	5	234	0	0	16	10	70	0

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

70 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2100000	2245818	1850000	1749046

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

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link) The college has well defined policies for maintaining and utilizing physical academic and support facilities like laboratory, library, sports complex and other physical facilities. If the equipment in a laboratory needs repair we get it repaired. If it is beyond repair the instrument is replaced by a new one Budget is allotted to every department. The departmental head conducts a meeting of his colleagues and decides what to purchase and after the approval of the Principal the same is executed. College library is enriched with books, e-books, Journals, e-resources, CD videos etc.. Books and student identity cards are bar-coded. CCTV cameras are installed. The library is fully automated. In the library there is a library committee and each department is allocated some budget to buy books. We have a permanent staff member to look after the maintenance of computers. He looks after repairs, installation of antivirus, whenever it is necessary. The college has setup IT facilities for teaching, learning, evaluation and for office administration. The college has added IT facilities like smart classroom or ICT lecture hall, Wi-Fi, internet, LCD/Smart TV etc. The college campus is provided with Jio Reliance Wi-Fi facilities. There are five Computer labs. The language lab is established in the English department. The Departments are provided with computers and LCD with internet connectivity. Sports complex is well established and used routinely for tournaments and matches. The classrooms are spread across the campus in different location. The classrooms are upgraded and maintained regularly. Before buying books, equipment, furniture or any instrument the purchase committee invites quotations from three different suppliers and the lowest is sanctioned. The college has two wells to provide sufficient and constant supply of water.

https://maca.ac.in/uploads/aqar/4.4.2_Procedures_and_policies_623d8a3832a60.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
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Financial Support from institution	College Concession	14	58735
Financial Support from Other Sources			
a) National	See File Attached	689	3523910.5
b) International	NA	Nill	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Instrument Handling course (under CPE)	01/08/2019	25	Maulana Azad College
Skill Development Prog. (under CPE)	11/09/2019	40	Maulana Azad College
Judo Training	01/07/2019	15	Maulana Azad College
Taekwondo Training	01/07/2019	39	Maulana Azad College
Remedial Coaching	01/07/2019	436	Maulana Azad College
Cricket Training	01/07/2019	22	Maulana Azad College
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Personality Development Program	Nill	34	Nill	Nill
2019	Orientation On Financial Literacy	Nill	75	Nill	Nill
2019	Certificate Prog. on Financial Market-Sales & Operations	Nill	23	Nill	Nill
2019	Quick Heal	Nill	22	Nill	Nill

	Foundation-Cyber Security Awareness Program.				
2019	Train the Trainer Program by INFOSYS	Nill	1	Nill	Nill
2019	Corporate Training and Aptitude Test- ROTARACT CLUB, A'bad	Nill	73	Nill	Nill
View File					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
See File Attached	647	48	See File Attached	Nill	26
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	182	See File Attached	Nill	Nill	Nill
View File					

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

Items	Number of students selected/ qualifying
TOFEL	1
View File	

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

Activity	Level	Number of Participants
RANGOLI COMPETITION	COLLEGE	9

SCIENCE EXHIBITION	COLLEGE	23
SLOGAN COMPETITION	COLLEGE	5
POSTER PRESENTATION	COLLEGE	26
EXTEMPORE	COLLEGE	8
Inter Campus Cricket Tournament	COLLEGE	88
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Gold Medal	National	Nill	Nill	Nill	Nill
View File						

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

Constitution of Students Council is made as per the directives of Dr.Babasaheb Ambedkar Marathwada University, to which the college is affiliated. The members of the council contribute in successful organisation of various sports a well as cultural activities in the college. In addition, students are inducted as members of the Internal Complaints Committee. However no directives regarding formation of Students Council were issued by the University for A.Y 2019-20.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni of the college visit the respective departments as and when they find time and also when alumni meets are held. Our Alumni from the industry provide valuable inputs for curriculum restructuring. They are also helping college in various activities ranging from training and coaching of students to donation of books and equipment. Distinguished alumni Sir Richard Tongi, MP Republic of Kenya visited the Dept. of Commerce Mgt.Science and provided valuable insights to the students about career progression and good human values.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

College has CDC (college development council/committee) which plans and monitors the activities through IQAC of the college. The top management gives a free hand to the Principal as far as the implementation of quality policy is concerned. The Principal, through deliberations with the heads of various departments, provides all facilities for the proper implementation of plan. Review meetings are also conducted to see whether the plans are implemented successfully. 2) To incorporate the same into institutions strategic methodology the Principal forms various committees that comprise of experienced teachers and administrative staff - Admission Committee, Discipline Committee, Co-Curriculum and Extra Curriculum Activities Cell, Health and Hygiene Cell, Library Committee and Students Grievance Cell are some of the important cell / committees. These committees play a vital role in the smooth functioning of the institute at various levels. The departments also hold departmental meetings to address the needs of the students and to see that the academic and strategic plans directed by the Principal are properly implemented. The Principal delegates authority to various committees at the very beginning of the academic year to decentralize governance. The departments are allowed academic freedom to chalk out programs to see that the syllabus is taught within the time frame. College also constituted number of committees to look after various academic, curricular, co-curricular and extracurricular activities in the college. Various activities are taken care by Anti-Ragging cell, Internal Complaint Cell, Discipline committee, College social Responsibilities/activities, Science Forum, Literary Forum, Commerce Forum, Social Science Forum. College has Purchase Committee and Technical committee which helps in acquiring new equipment and facilities for the college. College is also actively participating in social activities through college social responsibility through Eco Club, Salim Ali Club, Mitti ke rang. Our college also has examination committee, E- Learning Resources cell, and Magazine committee for smooth implementation of teaching, learning and evaluation. 3) The college promotes a culture of participative management by involving teachers, heads of the departments, administrative officers, students and even parents in decision making by allowing them to come out with suggestions before anything is finalized. The Principal mediates between the management and the staff. He presents the formulated quality policies before the management for approval subsequently he also lets the staff know the resolutions of the management. The members of the student council participate in various matters related to students and the college. They are also encouraged to come out with suggestions in various co-curricular / extra- curricular / sports activities so that the culture of active participation is promoted

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Students opting for general courses like B.A., B.Sc. and B.Com., B.Com (ecommerce) BBA, BCA, BCS are selected on basis of merit through a registration process followed by display of merit lists. The student counselling sessions helps the aspirants to opt for a proper choice of subjects according to their inclination, aptitude and ability. The

admissions to PG courses are made through separate CET (Common Entrance Test) for each subject conducted by Dr. B. A. M university and admissions are solely on the basis of merit. The college being a minority institution, 51 seats are filled from minority community.

Industry Interaction / Collaboration

Study tours are arranged to different industries as per permission received from them. Alumni of the departments hold discussions with students briefing them of industry readiness. In project placement the industrial units are approached and students are placed as per available vacancies. Guest lectures of resource persons from the industry are arranged by various departments.

Human Resource Management

Total Three teachers are appointed in Chemistry and physics subject during 2019-20. Appointment of teaching and non-teaching staffs is made as per government rule and as and when new vacancies arise. College seeks No objection from Government and publish the advertisement. Interviews are conducted by duly constituted committee as per government norms. The faculty and staff recruitment is done on the basis of approved qualifications as prescribed by UGC and Govt. of Maharashtra. Advertisements are placed in leading national and local newspapers. Screening process is transparent and interviews are conducted through a duly constituted committee of Minority Institutions as During the ban on regular appointment of Govt of Maharashtra, the excess workload was given to teachers on clock hour basis, as per Govt. directives

Library, ICT and Physical Infrastructure / Instrumentation

The college library has a good collection of books. The library also has INFLIBNET, OPAC, N-list facilities. The LIBMAN software is operative in the library. The number of books, instruments and facilities added during the 2019-20 under CPE scheme and college funds. RFID facility is implemented for more than 10,000 books

Research and Development

Twenty one teachers of our College are Research Guides of Dr. Babasaheb Ambedkar Marathwada University Aurangabad in their respective subjects. Teachers are actively involved in research activities. The

	current focus is on quality research publications, as recommended by UGC. The quality of research is reflected in publications in high impact factor journals. The citation index also increased in last two years
Examination and Evaluation	Internal evaluation is done in the form of periodic tests and assignments. Internal tests as part of the curriculum is also conducted for some courses CBCS pattern. Assignments and projects are given to final year UG PG students. Teachers are actively involved in Invigilation, Paper setting, paper assessment, Redressal, vigilance squad, JCS etc. for University level examinations. The teachers also attend District Central Assessment Scheme at our college as well as elsewhere for assessment of UG as well as PG papers. College is University Examination
Teaching and Learning	The college has implemented emerging system of teaching and learning. As per changing requirement the process is enriched by adopting new methods of learning, e- learning tools are being effectively implemented. Teachers are encouraged to adopt modern e-learning methods to supplement the core teaching. College has two Smart
Curriculum Development	Four of our faculty members are on boards of studies and two of faculty member are on Faculty of Science and Technology of Dr. Babasaheb Ambedkar Marathwada university, Aurangabad they are the participating in curriculum design. In the year 2019-20 these four of our faculty members are actively involved in syllabus framing for CBCS pattern. College has framed syllabus for short term courses run under CPE Scheme Instruemnt Handling course, Soft Skill development, Sports training and Entrepreneurship Development

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

E-governace area	Details
Planning and Development	College is registered under the Public Financial Management system for e governance. Correspondence applications for various activities done online on Govt and university Website/Portal. Communication and approvals of the management are also taken online. For speedy work E-notices

are circulated to staff as well as to student. To basic office management is done using master soft software. Bulk SMS pack has been purchased and used accordingly. The college is gradually shifting towards cloud based management systems. Scholarships, admission as well as library automation has been done.

Administration

The admission forms, leaving certificate, issue/return of the book has be computerised. Notices to students and staff members are sent through SMS software. Online forms

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	Nill
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nill	New University act, Government Resolutions and Stress Management	14/12/2019	14/12/2019	Nill	125
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course, Oriantation Course, Short term Course	17	24/06/2019	13/01/2020	28

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
College employees credit society, gratuity, pension scheme, Concession in fee for wards of employee in college courses,	College Credit society, gratuity, pension, non-teaching welfare society.	Govt scholarships to ST, SC, OBC etc basic medical facilities, counselling cell for minority scholarship, career Guidance, remedial and bridge courses, SAF/PTC/STC/ EBC, VIMA

6.4 – Financial Management and Resource Mobilization

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

Institute conducts yearly internal audit by two auditors namely Anil Mardekar S Company chartered accountant Ltd and CNK appointed by college management. While AG Nagpur conducts the Audit in 5-10 years for Government of Maharashtra.

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

Name of the non government funding agencies /individuals	Funds/ Grants received in Rs.	Purpose
Na	0	0
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dr. Babasaheb Ambedkar Marathwada University	Yes	IQAC and CDC
Administrative	Yes	MIS	Yes	IQAC and CDC

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

Parent teacher meet is arranged once in a year to discuss the progress of the students as well as difficulties in availing facilities available to their wards. collective efforts of parents and teachers in awareness and cleanliness campaign My garbage, my responsibility Informal parent teachers meet is arranged by the departments in which exchange of ideas, job opportunities upcoming files of study disciplines and higher studies are discussed. parents actively participated in the health awareness camps arranged by health and

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

1) Supporting staff is deputed to skill based training like computer software training, data handling, documentations, accounting software, online admission, examination software training etc. 2) Laboratory Staff Trained for maintenance and handling of Hazards chemicals and Instrument 3) Support staff is trained for preservation of Zoological Specimen.

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

1) Skill oriented Courses has been started 2) Language lab upgraded and new software added 3) faculty Development Program started.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	MAHATMA GANDHI: IDEOLOGY, PHILOSOPHY INSPIRATION	02/10/2019	02/10/2019	02/10/2019	52
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender equality posters were displayed and explained by the student presenters.	10/12/2019	10/12/2019	28	26
Gender sensitization through legal literacy- ICC conducted a lecture by -Dr. AnandDeshmukh	10/12/2019	10/12/2019	26	27
"Time to celebrate the	06/12/2019	06/12/2019	36	13

heroes and she- roes":was explained with the help of a collage by Dr.Aditi Bhattacharya				
Prelude to International Women's day- Posters on Gender sensitisation were presented	07/03/2020	07/03/2020	35	20

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

Percentage of power requirement of the University met by the renewable energy sources
<p>An Essay competition on "My responsibility in protection of the environment" was arranged by the Ecoclub of our college on 06.01 2019 . A lecture cum discussion was initiated by Eco club in association with " GO Green". Nail removing from trees of Ecoclub was done around Dr.RafiqZakariaMarg , in association with an NGO -"Aurangabad first". Pollution and its effects on environment – a poster competition arranged by the chemistry dept was arranged on 20.08.2019. Allocution on Environmental perspectives of religion was taken on 16.08.2019 The NSS received "Maharashtra HaritSena" certificate.A student AbhishekPatole participated in the Sevagram event of NSS . Say no to plastic - an activity with display of posters and slogans was arranged by the science forum. Seeds were collected from some rare plants and submitted in the seed bank. Saplings procured from the campus have been nurtured and planted outside the college as part of college social responsibilities. For environmental awareness and coexistence, the college has undertaken several tree plantation drives in and around the college campus.The greenery laden college campus is plastic free, dust free as the land of entire campus is covered with tiles and cement roads. The IQAC has initiated an alternative energy initiative in which a few solar lamps will be prepared indigenously and used in pathways or research labs that are open in the night.The traditional tube lights and bulbs are being gradually replaced with LED. The electric accessories of good quality have been fixed with proper labelling of switches. The appliances such as lights and fans are switched off when not in use and dedicated student volunteers take turns to monitor it. The Biogas generation being seasonal is operated as and when possible. The Chemistry department carries out micro to nanoscalepracticals there by minimising the use of chemicals .Harmful chemicals are disposed of as per standard operating procedures. A green audit has been undertaken to take an account of the different trees and biodiversity of the campus.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	Yes	1
Ramp/Rails	Yes	2
Braille Software/facilities	Yes	2
Rest Rooms	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	09/12/2019	01	Heritage walk in the campus	Conservation of relics of historical significance of the Mughal and Asafj ahinNizam period	40

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Code of Cunduct for Teachers and Students	03/05/2019	<p>General Rules and Regulations for Students</p> <p>1. Students shall behave with dignity and courtesy inside and outside the college. Students shall wear designated uniforms to college .Students should wear identity cards inside the campus and also when attending sessions outside the campus. I-Cards are to be worn around the neck , any violation of these orders will lead to disciplinary action. Use of mobile phones during the classes or in the respective departments is strictly prohibited. If anybody is found using a mobile, a reprimand will be given after which a fine of Rs 500/- will be imposed on the student. Hostel students are not allowed to leave the hostel premises after 9.00 pm. If a student wants to leave the hostel after 9.00 p.m for some</p>

valid reasons, he has to seek prior permission of the hostel warden. Students shall not entertain visitors without prior permission in the campus .Students are expected to read notice/circular displayed and students will not be allowed to use it as an excuse for failing to comply with the directions contained in it. Spitting, littering , smoking inside College campus will not be allowed. Students found consuming alcohol or in possession of drugs, narcotics, gutkas, and smoking cigarettes, will be liable for strict disciplinary action. Students are advised not to harm the reputation of the college or individual (fellow students and college staff) in print as well as electronic media. The students should have high regards for the college property. Destroying , defacing or damaging the college property is punishable. The cost of the damages incurred will be recovered from the students found to be have done it.It is unlawful for a student to mutilate any tree, shrub, or herbaceous plant or remove any identification sign or tag attached to it. Students are not allowed to convene any kind of unlawful meetings in the campus or initiate the collection of funds for charitable organizations without the prior permission of the Principal. No such notices should be displayed on boards. No information or report

should be sent to press or broad casting agencies and placement companies without the prior permission of the Principal. Eve-teasing or disrespectful behavior or any misbehavior with a girl student, woman staff member/visitor will be seriously dealt with. Ragging in any form is strictly prohibited in the college campus. 2.

General Rules and Regulations for Faculty Members (Teaching) The duties of a faculty member does not end with teaching the course curriculum but should include value education , universal ethics and also initiate gender sensitization activities.

Students must also be briefed with respect to career planning, competitive exams and some motivational sessions must also be included in the schedule . In order to achieve this, a faculty member must engage lectures well prepared with theory and practical examples of the subject. Augmentation of lectures using charts, statistical tables, flowcharts, figures , videos will help in explaining the concept in a better manner.

Encourage participation of the students in flip class and seminars delivered by students. Since English is a medium for instruction therefore use of English should be encouraged in such discussions as well as class teaching .A quality and elevated standard teaching is only possible when a faculty members is committed to the

		<p>profession, its students and the subject he/she is teaching. Although dedication cannot be measured, its impact on a student can be lifelong.</p> <p>Faculty members are required to derive new methodologies for teaching and learning suited to the class that they intend to teach.</p> <p>General counseling of the students is required and is the responsibility of each faculty. Students should also be allowed to put forth their views in a proper platform in a sober and disciplined manner. Every teacher is a torch bearer and can set up an ideal through his/her words and actions. Web link to the Code of Conduct :- https://maca.ac.in/index.php/admin/notifications</p>
Human Values and Professional Ethics	10/07/2019	<p>Warmth of winter : Woolen wear collection from student and faculties were donated to fifteen schools for girls by the Dept. of Commerce and Management Sciences.</p> <p>Selfless dedication to the Nation - 2nd October 2019 -National seminar on Mahatma Gandhi ideology philosophy and inspiration was arranged by the Rashtriya sewa nyas in association with our college and YB Chavan College of Pharmacy, Aurangabad. Devoted freedom fighters : On the 11th of November 2019, the freedom movement was rekindled with the life and works of Maulana AbulKalam Azad commemorating his birth anniversary on the eve of the National education day. A lecture by Dr.Mohd.Shafi ,on the freedom struggle led by</p>

Mahatma Gandhi was also hosted by the College Liberty, fraternity, equality - Celebration of constitution day was done on 3rd December 2019 by the Social Sciences forum . Human values and ethos -Premchand Jayanti was celebrated in the campus.On 10.07.2019.a lecture was delivered by Prof.Sageer Afraheem from AMU aimed at sensitizing the students and teachers about the emotional and thought provoking stories on human relations by Munshi Premchand. Compassion -"Warmth of winter" an activity towards social responsibility was carried out by the Dept. of Commerce and Management Science. A collection of woolen wear from students and faculties were donated to 15 girl schools at Harsool . Service to mankind - Medicine Baba, an NGO that collects unused as well as new medicines were given some medicines collected in the campus for distribution to the needy. Humanity first:On 11.01.2020 , Sham e ekta Mushaira was arranged in association with payaam e insaniyat ,in which the renowned Urdu poet Dr.Rahat Indori presented his verses. Ethical , moral values and spiritual quotes : Quotes are regularly written on the campus notice boards that enlighten students on noble thoughts, discipline , honesty , respect for elders etc.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
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Respect and care for the destitute and elderly people	12/12/2019	12/12/2019	34
View File			

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

The saplings of Tamarind, Neem, Ashoka , found in abundance in the campus are nurtured in the nursery by the NSS and the gardening staff and replanted in the College premises as well as in the vicinity of the college.
A number of initiatives that focus on the hazards of plastic use have been undertaken by the departments as well as the Science forum.
Campus parking is centralised and vehicles are not allowed to move freely in the campus
Tree plantations drives are undertaken on and off campus as well as in the adopted village in Rasoolpura.
The campus leaf litter is used for making compost using EM and vermicomposting is also done.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

<p>The e-learning committee has arranged a lecture on the preparations for "Avishkar" - an University level project competition. Out of the projects submitted , six teams were screened out. The committee along with the Dept of Commerce and Management Science and the PG Dept of Microbiology guided the students and two of the teams qualified in the first round. BEST PRACTICE :</p> <p>Title of the practice : "Augmentation of skills for faculty, students and nonteaching staff ". Goal: Hands on training /Orientation /Training camps were taken to train and augment the required skills for the faculty, students and administrative staff so as to be adept to face the changing education scenario.</p> <p>The Relevance: The augmentation of skills is a mechanism of the college to empower the faculty , students and nonteaching staff with the upgraded skills to overcome the challenges posed by an ever changing education scenario. As the college moves from an offline to an online and a blended teaching pattern, the sharpening of skills and knowledge of learning management systems becomes imperative and the need of the hour. "Hands on training programmes" enables a teacher to become a co-explorer rather than an information dispenser. Students, being the biggest stakeholders have been attended to, in every way. Training camps ,soft skill development, hands on training equips the student with the additional skills and be ready for selecting preferences before entering into a business or a job. A day long orientation of the office staff was conducted to upgrade their existing knowledge so as to boost their performance in the work that is being done for the college office</p> <p>The Practice: The IQAC has conducted a "Hands on training in e-learning" for faculty in which 34 faculty members have participated and gained knowledge about SWAYAM- study web of active e-learning for young aspiring minds , SWAYAMPBABA -DTH project for educational excellence, components of MOOC,NPTEL online certification, other courses with free enrolments etc. Details have been provided by the resource person, Dr.Sadikali Shaikh. The scope of study, subjects and topics covered , mode of study ,online exams, teachers journey map, satellite up linking have been extensively discussed and training in registering of self as well as students for the courses was given by the trainer . Faculty were also guided with respect to the floating of MOOC courses, content development , aesthetic presentations etc. Students have been trained in BSE sponsored training programme- "Certificate course in financial marketing -sales and operations" keeping in mind the availability of jobs in these sectors and the scope for</p>

research too. A seminar on Securities markets and career opportunities in securities markets was organized by Commerce Management association of Dept. of Commerce Mgt.Science in collaboration with the National Institute of Securities Markets, Mumbai, to create an understanding in this regard amongst the students. Ms.Harshita Pant was the resource person for the seminar. She discussed with the students the fundamentals of securities markets focusing on both primary secondary markets. She elaborated on various certifications provided by NISM and necessary as per SEBI regulations. Students were introduced to various career openings in the field of securities markets and the skills needed thereof. She also acquainted the students with various regulatory bodies and redressal agencies strengthening the financial markets. A workshop in financial literacy in association with NSE was also conducted for the students to understand and effectively use a variety of financial skills together with personal financial skills, budgeting and capital outlay. It also created investor awareness amongst the young generation. Mr.Pratyush Bhaskar was the resource person for the workshop. He emphasized on understanding the financial products and then investing in them. Students were introduced to various financial investment avenues, the parameters to be considered while investing. He also acquainted the students with various regulatory bodies and redressal agencies that help in strengthening the financial markets. Hands on training in mushroom cultivation was conducted by the science forum wherein the entrepreneur Rameshwar Shewale spoke on nutritive value of mushrooms, types of products that can be prepared form mushrooms , packaging , advertising and marketing of Mushrooms and its products, besides applying for loans, govt incentives, prospective buyers etc. An exhaustive fire drill by a stationed fire brigade was demonstrated by the Fire station, Aurangabad along with fire safety lecture .This was arranged by the disaster management cell in association with the NSS. Students who were eager to pursue a career in fire fighting were counselled in this regard. Department of Management Science Computer studies in collaboration with 'ROBOSOL'- For a Cause , in association with "AAKAAR IIT Bombay, arranged a two day workshop on Programming in Python. In addition to these workshops , a corporate training , aptitude test and managing of personal finances was conducted by the Career counselling and guidance cell for the students of the college. An orientation for the non teaching staff , with respect to "New University Act" was conducted by the college. This covered methodical filing of documents, easy retrieval of data, drafting of official letters, communicating with other colleges and offices, alertness in dispensation of work, avoidance of work piling which have all been explained deftly by some of the senior most staff of the University as well as senate member. Sr. No. Title of the quality initiative Date Duration in days Number of participants /beneficiaries

1	Hands on training in e-learning	05.09.2019	One day	34
2	Orientation for the office staff with respect to "New University act "	14.12.2019	One day	125
3	Commerce and Management association in association with NISM arranged a "Workshop on career opportunities in the secondary market "	16.01.2020	One day	106
4	BSE Training programme-"Certificate course in financial marketing -sales and operations"	16.09.2019 to 05.11.2019	50 DAYS	Part time course 23
5	Two days national level workshop on python programming in collaboration with 'ROBOSOL'- For a Cause , in association with "AAKAAR IIT Bombay.	17 18 February 2020	Two days	103
6	Fire drill and training	20.01.2020-21.01.2020	Two days	102
7	Financial literacy workshop in association with NSE	11.01.2020	One day	71
8	Hands on training in Mushroom cultivation	25.02.2020	One day	52
9	Corporate training , aptitude test and managing personal finances was conducted by the Career counselling and guidance cell	25.02.2020	One day	23

Evidence of success: The participation and enthusiastic inputs of the faculty, students and non teaching staff indicated that these were a success as envisaged in our expected outcomes. The participants in each of these programmes were given a learning opportunity that was put to full use as seen in the attendance of all the sessions covered in

the programmes. Participants freely interacted with the resource persons and put across their questions which were ably handled by the speakers. Faculty, students and non teaching staff have urged the authorities to conduct several of these programmes as the benefits are far-reaching. BEST PRACTICE II: Title of the practice : Preparations for facing the challenges of COVID19 Goal: The unprecedented situation arising out of COVID 19 has shaken the entire world, considering the sheer magnitude of the mortality that it has brought with it. Our aim is thus to extend a helping hand, disseminate scientifically correct information about the virus, treatment strategies, seriousness of the disease, urge the society to stay indoors, follow the COVID guidelines and above all prevent economic chaos, panic and stress induced by long periods of lockdown. The Relevance: The idea of being proactive and ready in such situations would help us to foresee the future and be prepared to tackle the pandemic. Though the district administration has done its best, there is still a lot that can be done by each one of us. The Practice: The NSS started very early in this regard and prepared pamphlets that explained the outbreak of the pandemic in simple language. These were distributed in different localities and also in Rasoolpura, our adopted village. The students through an NSS camp, apart from health and hygiene initiatives, spread awareness about the airborne spread of the COVID infection and the use of masks to control its spread. The college appointed volunteers and committees to collect medicines to be given to an NGO, Medicine baba. The Microbiology department held a Science day activity in which several microbiological aspects of the virus were presented by the students. The factually correct information was then disseminated to the family members by these students. NSS and different departments of the college have also participated in spreading awareness through posters, slogans etc. Digitally printed posters as per the guidelines of the AMC, that explained the dos and don'ts were put up in the Campus. Our faculty inspite of being at a serious risk joined in the survey work by the Aurangabad Municipal Corporation, where they convinced the locals to stay indoors, took the health details from every household, checked body temperatures and the oxygen saturation. Masks were distributed in vegetable markets , fruit vendors , near hospital premises and to anybody who needed

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

https://maca.ac.in/uploads/agar/best_practice_19-20623d82293be76.pdf

7.3 – Institutional Distinctiveness

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

COLLEGE DISTINCTIVENESS The college established in 1963 has developed a robust educational culture that has helped in nurturing generations into responsible citizens of the society. The college has taken every effort to achieve it's vision and mission. It has promoted the holistic development of the students and inspired the teachers to excel in their sphere of work .The college has to it's credit NAAC re accreditation with A grade, a special status as College with Potential for Excellence and decent ranking under NIRF. The college provides a gamut of opportunities for improvement of socially deprived and economically disadvantaged societies in general and minorities in particular. In addition to effective administration of university designed curriculum, the college also understands the need for skill development within both the faculty and the students. The college has conducted varied skill development programmes for the students like Soft skill development, Instrumentation Skill development and Entrepreneurship Skill development. Additionally the college also has provided for sports skill through Cricket, Taekwondo and Judo training programmes. Further the college has enriched and updated it's faculty through

Hands on training based on teaching-learning pedagogy. The college has promoted development and administration of e-content by it's faculty. Many teachers are actively addressing the needs of advanced learners through Google classrooms, webinars etc. ICT enabled teaching is also a regular practice. The college has maintained a clean and pollution free campus by administering a vehicle free campus. Tree plantation drives are a regular feature to maintain the greenery of the campus. Maintenance of rain water harvesting facilities as well as desilting of wells on the campus is carried out from time to time. All trees and lawns on the campus are regularly watered, leaf litter is converted into vermicompost and used for the plants. The college is keen on addressing it's social responsibility as well. The college has adopted Rasoolpura, a village in close vicinity for undertaking various upliftment activities. such as apprising the villagers of the impending pandemic, imparting tailoring skills, distribution of pamphlets showing COVID appropriate behaviour, removal of superstitions etc. The college takes pride in putting on record it's achievement of building a bandhara at Rasoolpura which has helped solve the water scarcity problem faced by the local population of Rasoolpura. Further through NSS, the college undertakes various awareness drives, health camps, cleanliness drives as well as awareness of short term skill development programmes.

Provide the weblink of the institution

<https://maca.ac.in/>

8.Future Plans of Actions for Next Academic Year

To apply for a NAAC sponsored webinar on 'Assessment and accreditation ". To apply for sponsorship to recognized agencies for workshops, webinars on mental health of women workforce. To introduce learner levels evaluation for planning the conceptual teaching in each semester. To introduce a dedicated 5 hr teaching module aiming at " Advances in respective fields of study" To establish a counseling cell during pandemic, spread awareness about COVID -19, prevention and precautions and vaccination. To plan a series of webinars on different social issues, mental health, entrepreneurship development, cracking of competitive exams, secondary infections arising out of COVID 19 infection., social engineering, cryptocurrency , gender sensitization to name a few. To conduct faculty enrichment programme explaining the use of different LMS, google classrooms, Chemdraw , ICT orientation for the students, making aesthetic teaching videos etc. To establish a fullproof system of feedback from all stake holders.