*Guidelines for the Creation of the*

# Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions

*(Revised in October 2013)*

# 2015-2016



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

## NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

*An Autonomous Institution of the University Grants Commission*
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

# Part – A

| | | |
|---|---|---|
| **AQAR for the year** | | 2015-16 |

## 1 Details of the Institution

| | | |
|---|---|---|
| 1.1 | Name of the Institution | College of Computer Science and Information Technology, Latur. |
| 1.2 | Address Line 1 | COCSIT Campus |
| | Address Line 2 | Ambajogai Road |
| | City/Town | Latur |
| | State | Maharashtra |
| | Pin Code | 413512 |
| | Institution e-mail address | cocsit365@rediffmail.com |
| | Contact Nos. | 02382-229191, 228646 |
| | Name of the Head of the Institution | Dr. M. R. Patil |
| | Contact No. | 02382-228646 |
| | Mobile | 9422471365 |
| | Name of the IQAC Co-ordinator | Mr. I. M. Kazi |
| | Mobile | 8087133743 |
| | IQAC e-mail address | cocsit365@rediffmail.com |
| 1.3 | **NAAC Track ID** | |

1.4    **NAAC Executive Committee No. & Date:**    EC/55/A&A/100  dated 27-3-2011.

1.5    Website address:    http://cocsit.org.in/

Web-link of the AQAR    http://cocsit.org.in/aqar.php

1.6    Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-------|-------|------|-----------------------|-----------------|
| 1 | 1st Cycle | B | 2.54 | 2011 | 5 Yrs. |
| 2 | 2nd Cycle | | | | |
| 3 | 3rd Cycle | | | | |
| 4 | 4th Cycle | | | | |

1.7    Date of Establishment of IQAC : DD/MM/YYYY    08/06/2009

1.8    Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC
     i.   AQAR 2011-12 submitted to NAAC on 30-09-2012
     ii.  AQAR_____ _____ (DD/MM/YYYY)
     iii. AQAR_____ _____ (DD/MM/YYYY)
     iv.  AQAR_____ _____ (DD/MM/YYYY)

1.9    Institutional Status
     University              State☐  Central☐  Deemed☐   Private☐

     Affiliated College                  Yes ✓        No☐

     Constituent College                 Yes☐         No☐

     Autonomous college of UGC           Yes☐         No☐

     Regulatory Agency approved institution     Yes☐     No☐
     (eg. AICTE, BCI, MCI, PCI, NCI)

     Type of Institution        Co-Education ✓   Men☐   Women☐

                                Urban ✓   Rural☐   Tribal☐

     Financial Status     Grant-in-aid☐  UGC 2(f) ✓  UGC 12(B) ✓

          Grant-in-aid + Self Financing☐        Totally Self-financing ✓

1.10   Type of Facility / Programme

Arts ☐    Science ✓    Commerce ☐    Law ☐    PEI (Phys.Edu.) ☐

TEI (Edu) ☐    Engg. ☐    Health Sci ☐    Management ✓

Others (Specify)  Study Center of YCMO University, Nashik for MBA, B.Com & M.Com.

1.11   Name of the Affiliating University *(for the Colleges)*      Swami Ramanand Teerth Marathwada University, Nanded

1.12   Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt. / University      ---

University with Potential for Excellence      ---    UGC – CPE      --

DST Star Scheme      --    UGC – CE      --

UGC-Special Assistance Programme      --    DST - FIST      --

UGC-Innovative PG programmes      --    Any other *(Specify)*      --

UGC-COP Programmes      ✓

## 2.    IQAC Composition and Activities

2.1   No. of Teachers      4

2.2   No. of Administrative/Technical staff      2

2.3   No. of students      2

2.4   No. of Management representatives      1

2.5   No. of Alumni      4

2.6   No. of any other stakeholder and community representatives      1

2.7   No. of Employers/ Industrialists      1

2.8   No. of other External Experts      1

2.9   Total No. of members      16

2.10    No. of IQAC meetings held

| 3 |
|---|

2.11    No. of meetings with various stakeholders

No. | 10 | Faculty | 4

Non-Teaching Staff | 1 | Students | 2 | Alumni | 1 | Other | 2

2.12    Has IQAC received any funding from UGC during the year?

Yes | ☐ | No | ✓

If yes, mention the amount

| --- |
|---|

2.13    Seminars and Conferences (only quality related)

(i) No. of Seminars / Conferences / Workshop / Symposia organized by the IQAC

Total Nos. | 3 | International | 0 | National | 0 | State | 0 | Institution Level | 3

(ii) Themes

- One day workshop on NAAC Re-accreditation.
- One Day workshop on Artificial Intelligence Neural Network and Fuzzy Logic.
- One day workshop on Soft-Skills, Basics of Computer Hardware & Networking for Students of other colleges

2.14    Significant activities and contributions made by IQAC

- One day workshop on NAAC Re-accreditation.
- TCS & Wipro Arranged their Campus Placement Drives.
- One Day workshop on Artificial Intelligence Neural Network and Fuzzy Logic.
- One day workshop on Soft-Skills, Basics of Computer Hardware & Networking for Students of other colleges
- Computer Awareness programme as an extension activity for school and college students.
- Organizing different activities by forum like Quiz Competition, Speech Competition, Poster Presentation, etc.
- Organized Industrial Visit by Biotechnology Department.

2.15    Plan of Action by IQAC/Outcome
The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

| Plan of Action | Achievements |
|---|---|
| Arranging Workshops & Certificate Courses | <ul><li>One Day Workshop on NAAC Re-accreditation arranged on 25th March 2016.</li><li>One Day workshop on Artificial Intelligence Neural Network and Fuzzy Logic 1st November 2015.</li><li>One day workshop on Soft-Skills on 24th October 2015.</li></ul> |

| | |
|---|---|
| | • 15-day Certificate Course on Cyber Crime and Cyber Security on 20st October 2015. |
| | • One day workshop on Spoken English on 9th August 2015. |
| | • One week workshop on ASP.NET 4th August 2015 by Certified Microsoft Trainer Mr. N. D. Jagtap, Muskat, Oman. |
| | • One day workshop on Project Development using Visual Basic, JAVA and HTML with PHP on 16th August 2015. |
| Arranging Campus Placement Drives | • TCS arranged Campus Placement Drive on 23rd February 2016. <br> • Wipro arranged Campus Placement Drive on 5th February 2016. |
| Extension Services | • One day workshop on Basics of Computer Hardware & Networking for Students of Yeshwant Mahavidyalaya, Latur on 26th October 2015. <br> • Computer Awareness programme on 7th Oct. 2015. |
| Increasing the Participation of students in Cultural Competition | • College students own the First Prize for "Adivashi Nrutya" in Youth Festival "Sahayog – 2015" |
| Organizing various competitions by different forum | • Department of Computer Science organized Speech Competition on 6th September 2016. <br> • Department of Biotechnology arranged Quiz Competition on Current Affairs and General Science on 4th September 2015. <br> • Department of Management Science organized Business Quiz and Core presentation Programme on 4th September 2015. <br> • Poster Corner by Computer Science Department. |

*Annexure II.*

2.15    Whether the AQAR was placed in statutory body          Yes    ✓    No    ☐

Management    ✓    Syndicate    --    Any other Body    --

Provide the details of the action taken

Yes, the AQAR was placed in the college management committee to discuss necessary issues and get it approved. The necessary changes were made according to the College Management Committee and it was finalised.

# Part - B

## Criterion - I

## I. Curricular Aspects

1.1    Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|---|---|---|---|---|
| Ph.D. | 0 | 0 | 0 | 0 |
| PG | 5 | 0 | 5 | 0 |
| UG | 5 | 0 | 5 | 0 |
| PG Diploma | 0 | 0 | 0 | 0 |
| Advanced Diploma | 6 | 0 | 3 | 3 |
| Diploma | 4 | 0 | 1 | 3 |
| Certificate | 8 | 0 | 5 | 3 |
| Others | 0 | 0 | 0 | 0 |
| Total | 28 | 0 | 19 | 9 |

| Interdisciplinary | 0 | 0 | 0 | 0 |
|---|---|---|---|---|
| Innovative | 0 | 0 | 0 | 0 |

1.2    (i) Flexibility of the Curriculum:     **CBCS ☑ (PG courses only)**

/Core/Elective option / Open options

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|---|---|
| Semester | 10 |
| Trimester | -- |
| Annual | -- |

1.3    Feedback from stakeholders*
*(On all aspects)*

Alumni ✓    Parents ✓

Employers ✓    Students ✓

Mode of feedback : Online ‖ -- ‖    Manual ‖ ✓ ‖    Co-operating Schools (for PEI) ‖ -- ‖
*Annexure-III*

1.4    Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No, being affiliated to S.R.T.M.University, Nanded, revision / update of syllabi is done by university itself.

1.5    Any new Department/Centre introduced during the year. If yes, give details.

No

# Criterion – II

## 2. Teaching, Learning and Evaluation

2.1    Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|---|---|---|---|---|
| 40 | 40 | 0 | 0 | 0 |

2.2    No. of permanent faculty with Ph.D.

| 4 |
|---|

2.3    No. of Faculty Positions Recruited (R) and Vacant (V) during the year

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|---|---|---|---|---|---|---|---|---|---|
| R | V | R | V | R | V | V | R | V | R |
| 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

2.4    No. of Guest and Visiting faculty and Temporary faculty

| 0 | 0 | 15 |
|---|---|---|

2.5    Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|---|---|---|---|
| Attended | 0 | 7 | 1 |
| Presented papers | 0 | 0 | 0 |
| Resource Persons | 0 | 0 | 0 |

2.6    Innovative processes adopted by the institution in Teaching and Learning:

1. Use of Audio-Visuals for the best Teaching-Learning process.
2. Use of You-tube videos.
3. Use of LMS
4. Field/ Industrial Visits

2.7    Total No. of actual teaching days during this academic year

| 192 |
|---|

2.8    Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

1. Since we are an affiliated college, the number of reforms we can bring into the internal evaluation system is limited.
2. Continuous Internal Evaluation process adopted using Seminar, Group Discussion, Chapter-wise Class tests, Surprise Tests, Doubt solving periods, Counselling session, etc.

2.9    No. of faculty members involved in curriculum Restructuring / revision / syllabus development as member of Board of Study / Faculty / Curriculum Development workshop

| 0 | 0 | 0 |
|---|---|---|

2.10    Average percentage of attendance of students

| 73.54% |
|---|

2.11 Course/Programme wise distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division | | | | |
|---|---|---|---|---|---|---|
| | | Distinction % | I % | II % | III  % | Pass % |
| B. Sc. CS | 127 | 29 | 6 | 70 | 15 | 0 |
| B. Sc. SE | 28 | 18 | 2 | 2 | 0 | 0 |
| B. C. A | 122 | 64 | 8 | 10 | 1 | 0 |
| B. B. A. | 14 | 1 | 1 | 6 | 2 | 0 |
| B. Sc.  BT | 33 | 17 | 5 | 6 | 2 | 0 |
| M. Sc. CS | 70 | 29 | 10 | 3 | 0 | 0 |
| M. Sc. SE | 26 | 9 | 6 | 3 | 0 | 0 |
| M. Sc. SAN | 27 | 10 | 5 | 5 | 0 | 0 |
| M. Sc. CM | 9 | 4 | 1 | 0 | 0 | 0 |
| M. Sc. BT | 1 | 1 | 0 | 0 | 0 | 0 |

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- IQAC implements the process of maintaining teaching plan (lecture plans) by each teacher and teachers diary to continuously monitor and improve teaching learning process.
- IQAC analyses teaching – learning through feedback from teachers, students and parents.
- IQAC has insisted and encouraged the use of ICT for enhancing the quality of teaching-learning process.
- IQAC monitors the internal assessment test evaluation and suggests for enrichment.

2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes | Number of faculty benefitted |
|---|---|
| Refresher courses | 0 |
| UGC – Faculty Improvement Programme | 0 |
| HRD programmes | 0 |
| Orientation programmes | 0 |
| Faculty exchange programme | 35 |
| Staff training conducted by the university | 0 |
| Staff training conducted by other institutions | 0 |
| Summer / Winter schools, Workshops, etc. | 41 |
| Others (FDP) | 35 |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|---|---|---|---|---|
| Administrative Staff | 12 | -- | -- | -- |
| Technical Staff | 2 | -- | -- | -- |

## Criterion – III

## 3.    Research, Consultancy and Extension

3.1    Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. IQAC encouraged faculty and students to participate in various research festivals such as 'Avishkar', 'Anvenshan', etc.
2. The college promotes the faculty member to participate in National and International conferences, seminars, similarly for guiding students for their projects at Under Graduate and Post Graduate level.
3. For faculty members One-day workshop was organized on 'Artificial Intelligence, Neural Network and fuzzy logic by Dr. U. V. Kulkarni, Head of Computer Science and IT Dept. S.G.G.S. College, Nanded.
4. Organized District Level Avishkar Research Festival on 5th October 2015.

3.2    Details regarding major projects

|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              | 0         | 0       | 0          | 0         |
| Outlay in Rs. Lakhs | 0         | 0       | 0          | 0         |

3.3    Details regarding minor projects

|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              | 0         | 0       | 0          | 0         |
| Outlay in Rs. Lakhs | 0         | 0       | 0          | 0         |

3.4    Details on research publications

|                         | International | National | Others |
|-------------------------|---------------|----------|--------|
| Peer Review Journals    | 1             | 0        | 0      |
| Non-Peer Review Journals| 0             | 0        | 0      |
| e-Journals              | 0             | 0        | 0      |
| Conference proceedings  | 0             | 0        | 0      |

3.5    Details on impact factor of publications:

Range  [  --  ]  Average  [  --  ]  h-index  [  --  ]  No. of in SCOPUS  [  --  ]

3.6    Research funds sanctioned and received from various funding agencies, industry and other organisations

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|---|---|---|---|---|
| Major projects | -- | -- | -- | -- |
| Minor Projects | -- | -- | -- | -- |
| Interdisciplinary Projects | 5 Months | RES, Latur | 3560 | 3560 |
| Industry sponsored | -- | -- | -- | -- |
| Projects sponsored by the University/ College | 6 Months | RES, Latur | 5916 | 5916 |
| Students research projects *(other than compulsory by the University)* | 6 Months | RES, Latur | 1500 | 1500 |
| Any other(Specify) | -- | -- | -- | -- |
| Total | -- | -- | 10976 | 10976 |

3.7    No. of books published

   i) With ISBN No.    | -- |    Chapters in Edited Books    | -- |

   ii) Without ISBN No.    | -- |

3.8    No. of University Departments receiving funds from

   UGC – SAP    | -- |    CAS    | -- |    DST-FIST    | -- |

   DPE    | -- |    DBT Scheme/funds    | -- |

3.9    For Colleges

   Autonomy    | -- |    CPE    | -- |    DBT Star Scheme    | -- |

   INSPIRE    | -- |    CE    | -- |    Any other (Specify)    | -- |

3.10    Revenue generated through consultancy    | -- |

3.11    No. of conferences organized by the Institution

| Level | International | National | State | University | College |
|---|---|---|---|---|---|
| Number | -- | -- | -- | -- | -- |
| Sponsoring Agency | -- | -- | -- | -- | -- |

3.12    No. of faculty served as experts, chairpersons or resource persons    | 0 |

3.13    No. of Collaborations

International [ 0 ]    National [ 0 ]    Any other [ 1 ]

3.14    No. of linkages created during this year          [ 0 ]

3.15    Total budget for research for current year in lakhs:

From funding agency [ 0 ]    From Management of University/College [ 1.0 ]

Total [ 1.0 ]

3.16    No. of patents received this year

| Type of Patent | | No. |
|---|---|---|
| National | Applied | 0 |
| | Granted | 0 |
| International | Applied | 0 |
| | Granted | 0 |
| Commercialised | Applied | 0 |
| | Granted | 0 |

3.17    No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

| Total | International | National | State | University | Dist. | College |
|---|---|---|---|---|---|---|
| 0 | 0 | 0 | 0 | 0 | 0 | 0 |

3.18    No. of faculty from the Institution who are Ph.D. Guides          [ 0 ]

and students registered under them          [ 0 ]

3.19    No. of Ph.D. awarded by faculty from the Institution          [ 0 ]

3.20    No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF [ 0 ]    SRF [ 0 ]    Project Fellows [ 0 ]    Any other [ 0 ]

3.21    No. of students Participated in NSS events

University level [ 0 ]    State level [ 0 ]

National level [ 0 ]    International level [ 0 ]

3.22    No.  of students participated in NCC events:

University level [ 0 ]    State level [ 0 ]

| National level | 0 | International level | 0 |
| --- | --- | --- | --- |

3.23    No. of Awards won in NSS

| University level | 0 | State level | 0 |
| --- | --- | --- | --- |
| National level | 0 | International level | 0 |

3.24    No. of Awards won in NCC:

| University level | 0 | State level | 0 |
| --- | --- | --- | --- |
| National level | 0 | International level | 0 |

3.25    No. of Extension activities organized

| University forum | 0 | College forum | 0 | | |
| --- | --- | --- | --- | --- | --- |
| NCC | 0 | NSS | 4 | Any other | 3 |

3.26    Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Blood donation
- Rashtriya Ekta Doud
- Tree Plantation Camp
- Pulse-Polio Awareness programme
- Self Defence programme for women

# Criteria – IV
## 4.  Infrastructure and Learning Resources

4.1    Details of increase in infrastructure facilities:

| Facilities | Existing | Newly created | Source of Fund | Total |
|---|---|---|---|---|
| Campus area | 1.5 Acers | 0 | Self | 1.5 Acers |
| Class rooms | 35 | 0 | Self | 35 |
| Laboratories | 9 | 0 | Self | 9 |
| Seminar Halls | 02 | 0 | Self | 1 |
| No. of important equipment purchased ($\geq$ 1-0 lakh) during the current year. | 5 | 0 | Self | 5 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 9.52 | 0 | Self | 9.52 |
| Others | 0 | 0 | - | 0 |

4.2    Computerization of administration and library

> 1. Administration has been partially computerized, we use Digital Campus Software for admission process and other related work.
> 2. Online Attendance & SMS to Parents
> 3. Library services are fully computerized SOUL, Digital Campus (ETH) and barcoding system is used
> 4. Online Exam Record System
> 5. CCTV Surveillance
> 6. Biometric Attendance for Staff
> 7. Server Administration

4.3    Library services:

| | Existing | | Newly added | | Total | |
|---|---|---|---|---|---|---|
| | No. | Value | No. | Value | No. | Value |
| Text Books | -- | -- | -- | -- | -- | -- |
| Reference Books | 10165 | 2913511 | 502 | 194823 | 10667 | 3108334 |
| e-Books (N-List) | 51000 | 5725 | -- | -- | 51000 | 5725 |
| Journals | 3 | 9400 | -- | -- | 3 | 9400 |
| e-Journals (N-List) | 2100 | 5725 | -- | -- | 2100 | 5725 |
| Digital Database | -- | -- | -- | -- | -- | -- |
| CD & Video | 910 | -- | -- | -- | 910 | -- |
| Others (specify) | 478 | 66827 | -- | -- | 478 | 66827 |

4.4    Technology up gradation (overall)

|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
|---|---|---|---|---|---|---|---|---|
| Existing | 191 | 6 | 4 MBPS |  |  | 1 | 9 |  |
| Added | 60 | -- | -- | -- | -- | -- | -- |  |
| Total | 251 | 6 | 4 MBPS |  |  | 1 | 9 |  |

4.5    Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-Governance etc.)

- College has organized computer network awareness programme on 7th October 2015.
- One-day workshop on project development using VB, JAVA & HTML with PHP organized on 16th August 2015.
- All the Department and Computer Labs are connected to LAN with Internal Facility. Class rooms, Hostel, Library and Open auditorium are covered under Wi-Fi.

4.6    Amount spent on maintenance in lakhs
   i)  ICT

| 0.5 |
|---|

   ii)  Campus Infrastructure and facilities

| 1.67 |
|---|

   iii)  Equipments

| 2.98 |
|---|

   iv)  Others

| 24.77 |
|---|

         Total

| 27.75 |
|---|

# Criteria – V
# 5.    Students Support and Progression

5.1    Contribution of IQAC in enhancing awareness about Student Support Services

- During the admission process faculty members conduct the counselling of the students and provide them details of Student Support Services available in the college.
- Information about student support services is also mentioned in college broacher.
- As part of the IQAC initiative, at the beginning of the academic year, the college conducts Bridge Course for First Year students where students are given brief information about the students' support services.
- The College website also provides updated information about the College.
- Notice Boards, Informative Flex, Standees displayed in the college premises give the notification of the day-to-day academic activities.
- Guidelines for anti-ragging and women security are displayed in the college campus.

5.2    Efforts made by the institution for tracking the progression

> - Tracing the progress of students through Unit Test, Assignments, Pre-Semester examination and counselling.
> - Periodic Parent - Teachers meeting to convey the progress of wards and to elicit their views on various issues
> - Regular feedback is sought from the students
> - University results are analysed for further remedial support for the students
> - Besides the subject teacher, each student is assigned the mentor or the councillor, whom the students can approach for academic problems and difficulties.

5.3    (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|-----|--------|--------|
| 1438 | 269 | 00 | 00 |

(b) No. of students outside the state

| 4 |
|---|

(c) No. of international students

| 0 |
|---|

Men

| No. | % |
|------|-------|
| 1026 | 60.11 |

Women

| No. | % |
|-----|-------|
| 681 | 39.89 |

| Last Year | | | | | | This Year | | | | | |
|---------|-----|-----|-----|-----------------------|-------|---------|-----|-----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 1143 | 183 | 6 | 247 | 0 | 1579 | 1232 | 217 | 11 | 247 | 0 | 1707 |

Demand ratio    UG 1:0.61        PG 1:0.44        Dropout % : 28.92%

5.4    Details of student support mechanism for coaching for competitive examinations (If any)

> - The college is having Training and Placement Cell through which we are providing the training to the students desired to appear for competitive examinations.
> - Training Programmes on important subjects like Logical Reasoning, Numerical Aptitude, and Communication Skills which are the core subjects for every competitive examination are conducted for the student by the Training and placement Cell of the college.

No. of students beneficiaries

| 101 |
|-----|

5.5    No. of students qualified in these examinations

NET | 0 |    SET/SLET | 0 |    GATE | 0 |    CAT | 0 |

IAS/ IPS etc. | 0 |    STATE PSC | 0 |    UPSC | 0 |    Others | 0 |

5.6    Details of student counselling and career guidance

- The Counselling sessions of the students for career and other important subjects are conducted by the President and the Principal of the college.
- Training and Placement Cell of the college arrange some technology specific training programmes for the students as per the industry demands and requirements.
- Our alumni working in different multinational companies are invited for the guest lectures.

No. of students benefitted          | 101

5.7    Details of campus placement

| On campus | | | Off Campus |
|---|---|---|---|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 3 | 175 | 37 | 64 |

5.8    Details of gender sensitization programmes

- Women Security Cell organized Self-defence programme on 25th October 2015 to enhance the confidence level of girl students for their empowerment in the society
- Interaction Programme on **'Social Media and Women Security'** was organised by Women Security cell on 26th October 2015 by Ms. Varsha Dandime, Police Sub-Inspector, MIDC Police Station, Latur.
- College celebrates International Women's Day (8th March) by arranging various activities for women and in support of the gender sensitivity.

5.9    Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/University level | 69 | National level | 0 | International level | 0

No. of students participated in culture events

State/University level | 17 | National level | 0 | International level | 0

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports :    State/University level | 1 | National level | 0 | International level | 0

Cultural:    State/University level | 1 | National level | 0 | International level | 0

5.10    Scholarships and Financial Support

|  | Number of students | Amount in Rupees |
|---|---|---|
| Financial support from institution | 15 | 53539.00 |
| Financial support from government | 239 | 5553795.00 |
| Financial support from other sources | 153 | -- |
| Number of students who received International/ National recognitions | -- | -- |

5.11    Student organised / initiatives

Fairs:       State/University level   `0`   National level   `0`   International level   `0`

Exhibition:  State/University level   `0`   National level   `0`   International level   `0`

5.12    No. of social initiatives undertaken by the students   `7`

5.13    Major grievances of students (if any) redressed   `0`

# Criterion – VI
# 6.    Governance, Leadership and Management

6.1    State the Vision and Mission of the institution

**Vision:**
"To Impart Quality Education and Job Oriented Trainings in the Field of Computer Science, Information Technology, Biotechnology and Management Science.

**Mission:**
 1.  Providing Best Possible education to our students
 2.  Developing the Skilled human resource
 3.  Enhancing Employability of students

**Motto:**
"Knowledge is liberation of mankind"
ऋते ज्ञानान्न मुक्ति : ।
श्रेष्ठ ज्ञानाशिवाय सुटका नाही.

6.2    Does the Institution has a management Information System

YES, we have been using Digital Campus Software (ETH) as a Management Information System. The college also uses variety of software which are developed by our professors to make the teaching-learning effective for example- Online Examination System, Exam Record System and Attendance Record Maintenance System

6.3    Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Being affiliated college we follow the curricula and all other regulations laid by the university.
- We also offer various skill development courses for the benefit of students to improve their communication skills, practical knowledge, Soft skill developments like aptitude, etc., along with regular academics.
- To keep pace with regional and global employment markets, additional technology specific programmes like Web-Technology, Software Testing, and Java Technology are arranged.
- Add-on Courses which are run in support of the curriculum are also introduced to the interested students during the year.

6.3.2   Teaching and Learning

- Student centric ICT based teaching method was emphasized and preferred.
- The HODs monitor and execute teaching plan submitted by the teachers and timely suggest some improvement as per requirements.
- Monthly attendance and daily teaching reports are verified by the heads of the departments
- The students who failed were given remedial classes.
- Mentoring and counselling of slow learners are part of teaching and learning process.

6.3.3   Examination and Evaluation

- As a part of internal evaluation we conduct unit tests, Pre-semester examination at college level.
- For Internal assessment we also ask our students to deliver seminars, present group discussion on the curricular topics.
- Internal marks are also allotted based on attendance percentage and the overall performance of the students in activities arranged and the assignment completed during the semester.

6.3.4   Research and Development

- Various research workshops/training programmes by experts drawn from eminent research institutes are regularly organized to promote the research environment in the college. This year we organized One-day workshop on "Artificial Intelligence, Neural Network and fuzzy logic" by Dr. U. V. Kulkarni, Head of Computer Science and IT Dept. S.G.G.S. College, Nanded.
- We have UGC recognised two Research centres- one in Computer Science and another in Biotechnology through which staff members are promoted to participate in conference and workshops.
- Special duty leaves and financial support are given to the staff members attending conferences, seminars, workshops and research festivals.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- ICT enabled college library
- 251 computer systems, 07 dot matrix printers, 02 laser printer, LCD and allied audio video aids
- 100 mbps bandwidth Internet connection
- WI-FI campus for internet access
- Regular addition of latest books and journals
- E-books and e-journals
- Well-equipped laboratories
- Centrally located college
- Canteen, mess and cafeteria facilities in the college premises
- Indoor and outdoor sports facilities
- Parking Sheds, common room and Hostel facilities
- 300 sitting capacity auditorium
- Open Auditorium with sitting capacity of 180 people

### 6.3.6 Human Resource Management

Human Resource Management
- Well laid policy for recruitment
- Induction Programmes for newly recruited staff
- Faculty development programs were organized.
- Necessary increments are given at various levels
- The office staffs are provided with training programmes needed for upgrading the quality of their work
- Regular appraisal of faculty by students is done through student feedback on faculty

### 6.3.7 Faculty and Staff recruitment

- Rules and regulations of S. R. T. Marathwada University, Nanded and Local Management Committee of the college are followed for staff recruitment.
- For college level recruitment, the recruitment committee comprises Principal, HOD's, subject expert and management member who conducts the interview and select the candidates on the basis of the merit.
- Conducting examination, classroom demonstration in addition to the formal interview and the feedback of the demonstration lecture is sought form the students.

### 6.3.8 Industry Interaction / Collaboration

- Guest Lectures by entrepreneurs, leading professionals with extensive corporate experience to give the students practical knowledge
- Collaboration with:
  Maharshi Dnyandeo Mohekar Mahavidyalaya, Kalam Dist. Osmanabad for resource exchange.
- Industrial Tours:
  Biotechnology department visited Natural Sugar and Allied Industry Ltd. Ranjani
- Conduction of "Alumni Meet" almost every year for exchanging innovative ideas and information.

6.3.9 Admission of Students

- Admission process is carried out as per the rules and regulation of the admission process laid by Swami Ramanand Teerth Marathwada University, Nanded
- We give the advertisement for the admission in local newspapers as well as on college website
- Registration forms for admission are made available online, offline way for the students' convenience.
- Use of Digital Campus Software for Admission Process.
- The record of the student seeking admission is maintained manually and digitally.
- Student counselling was done for admission and selection of particular programme by the members of the staff.

6.4 Welfare schemes for

| Teaching | <ul><li>Assistance for getting loan</li><li>Staff members attending and presenting paper at national/international conferences are given Financial support</li><li>Incentives for publication of articles/ research papers in journal</li><li>Employee provident fund (EPF)</li><li>The wards of the faculty members are given priority for getting admission in the School run by the management and also offers fee waiver.</li><li>Special leaves are sanctioned for personal emergency tasks.</li></ul> |
|---|---|
| Non-teaching | <ul><li>Assistance for getting loan</li><li>Uniforms are provided free of cost.</li><li>Employee provident fund (EPF)</li><li>Petrol Allowance</li><li>Advance salary facility.</li><li>The wards of the staff members are given priority for getting admission in the School run by the management and also offers fee waiver.</li></ul> |
| Students | <ul><li>Computer with internet access free of cost.</li><li>Awards/prizes for rankers of practice examination & University Examination.</li><li>Hostel & Mess facility nearby college for girl students.</li><li>Lift facility for Divyang students.</li><li>Remedial coaching for slow learners.</li><li>Instalments for paying college fees.</li><li>Health Check-up Camp.</li></ul> |

6.5 Total corpus fund generated

| 0.84 lakh. |
|---|

6.6 Whether annual financial audit has been done     Yes   ✓   No

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | SRTMU, Nanded | Yes | Internal Audit Committee |
| Administrative | Yes | SRTMU, Nanded | Yes | Internal Audit Committee |

6.8    Does the University/ Autonomous College declares results within 30 days?

|                     |     |     |        |     |     |
|---------------------|-----|-----|--------|-----|-----|
| For UG Programmes   | Yes | ✓   | No     |     |     |
| For PG Programmes   | Yes | ✓   | No     |     |     |

6.9    What efforts are made by the University/ Autonomous College for Examination Reforms?

> Not applicable, Institution is affiliated to Swami Ramanand Teerth Marathwada University, Nanded.

6.10   What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

> Not applicable, we followed academic calendar and curriculum designed by Our University whereas University has given freedom to conduct extra-curricular activities at college level.

6.11   Activities and support from the Alumni Association

- Seminars on Career Opportunities by Alumni for the college students
- Interactive meetings of the alumni with staff members and students for enhancing employability
- Arranging Alumni meet once in a year
- The feedback on curriculum by alumni is sought and accordingly we make some changes through Board of studies in the curriculum.

6.12   Activities and support from the Parent – Teacher Association

- Parent – Teacher Association helps us to maintain the coordination among students, teacher and the parents
- The association helps to work on the students weaknesses
- One-one dialogue with parents whose wards need support and counselling to enhance students' performance
- In the beginning of the academic year we arrange parent teacher meeting to let the parents know future plans and the happening in the college

6.13   Development programmes for support staff

- Awareness programme on Laboratory safety for lab attendants and assistants
- Display of the general laboratory guidelines for laboratory assistants and the students
- Some workshop on soft skills and required techniques were arranged

6.14   Initiatives taken by the institution to make the campus eco-friendly

- On the occasion 69th Independence Day and Environmental Day, Tree Plantation Programme was carried out in the college campus.
- Cleanliness drives and Waste Management Awareness Programme were organized by NSS
- Laboratory waste categorization and disposal policy is defined
- CFL bulbs are used to save electricity

# Criterion – VII

## 7    Innovations and Best Practices

7.1    Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. TCS & Wipro Arranged their Campus Placement Drives due to which students become serious about the employability accordingly they stated working on their skills as a result of this programme our 101 students could grab job opportunity in the On and Off Campus interview.
2. Research atmosphere was promoted by arranging workshop on Artificial Intelligence Neural Network and Fuzzy Logic and some other important skills such as Research Methodology, Machine Learning & Microbial cloning.
3. As an extension activity of the college one day workshop on Soft-Skills, Basics of Computer Hardware & Networking for Students of other colleges could create positive impact in the society.
4. To encourage and motivate COCSIT Bhushan award to Best Teachers, Best Administrative staff and Best Supporting Staff Member.

7.2    Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

*Annexure – IV*

7.3    Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

Best Practices of the Institution*
1.    No Vehicle Day
2.    Organic Farming Awareness: A Need of an Hour

*Annexure - V*

7.4    Contribution to environmental awareness / protection

- On the occasion 69th Independence Day and Environmental Day, Tree Plantation Programme was carried out in the college campus.
- cleanliness drives and Waste Management Awareness Programme were organized by NSS
- Laboratory waste categorization and disposal policy is defined
- Variety of Indore Plants are planted in the college corridors to beatify the college campus.
- Cleanliness awareness programmes on 2nd October 2015 & 14th April 2015 were arranged.
- Use of CFL Bulbs for the conservation of energy

7.5    Whether environmental audit was conducted?          Yes  [   ]     No  [ ✓ ]

7.6    Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOT Analysis of the college:
STRENGTHS:
- Central location and eco-friendly campus with beautiful surroundings
- State-of-the-Art Infrastructure with high configured computer labs
- Career-oriented undergraduate and post-graduate programmes
- Activity based education is imparted by the college forums. Computer Science, Communication Skills and Public Speech, Biotechnology and Web Technology forums consistently arrange co-curricular activities for enriching personality of the students

- Conducive work environment for the teachers as well as disciplined administration
- Additional Training programmes on JAVA, .NET, Software Testing, Web Technology are arranged by Training & Placement Cell
- Regular conduction of the campus placement drives of the multinational companies
- Counselling for Career, Behaviour, Study and all-round development of the student was arranged
- Extension activities such as Blood Donation, Computer Awareness Programme, as social commitment

**WEAKNESSES (Improvement Areas):**
- Average placement ratio
- Unavailability of excellent & qualified teachers
- Being self-financed college no other source than students' tuition fee for mobilization of financial resources

**Opportunities:**
- Increasing the percentage of Placement Ratio
- Providing the internship in IT and Biotech Industry
- Providing the off Campus Placement opportunity to our students
- To have collaborations with national research institutes and colleges for exchanging the required resources
- To become an autonomous institution
- To work with industry for betterment of the students.
- To promote Research environment

**Threats:**
- Academic quality enhancement.
- Retaining the staff
- Creating the research environment among the students and faculty members.

## 8    Plans of institution for next year

- To organize National and International Level Conferences
- Strengthening of Laboratories with modern equipment.
- Encouraging Students and Staff members for research and development.
- To organize multiple awareness programmes on Women Health.
- Organize alumni meet
- Implementation of Rain Water Harvesting System
- Organizing Workshop on Current Advances in Computer Science, Biotechnology and NAAC.
- To establish Language Lab.


**Mr. I. M. Kazi**                                                                 **Dr. M. R. Patil**
Coordinator, IQAC,                                                                    Principal,
COCSIT, Latur                                                                     COCSIT, Latur.

_____***_____

**Abbreviations:**

| | | |
|---|---|---|
| CAS | - | Career Advanced Scheme |
| CAT | - | Common Admission Test |
| CBCS | - | Choice Based Credit System |
| CE | - | Centre for Excellence |
| COP | - | Career Oriented Programme |
| CPE | - | College with Potential for Excellence |
| DPE | - | Department with Potential for Excellence |
| GATE | - | Graduate Aptitude Test |
| NET | - | National Eligibility Test |
| PEI | - | Physical Education Institution |
| SAP | - | Special Assistance Programme |
| SF | - | Self Financing |
| SLET | - | State Level Eligibility Test |
| TEI | - | Teacher Education Institution |
| UPE | - | University with Potential Excellence |
| UPSC | - | Union Public Service Commission |

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