<p align="center">**EXECUTIVE SUMMARY**</p>

College of Computer Science and Information Technology, Latur, established in 2001 and managed by Royal Education Society, Latur, is a self-financed college, permanently affiliated to S.R.T. Marathwada University, Nanded. It is also included in the UGC list under 2f and 12(B). It is an ISO 9000-2008 certified college. The college offers UG and PG courses in Computer Science, Biotechnology and Management Science. The college was started with a single purpose to impart non-traditional & recent technology education which could give knowledge as well as jobs to the students of the region. The college believes much in the value orientation of students. It organizes various functions, lectures, small programmes to teach values to students. The NSS unit creates social awareness and love for nation.

1.   Curricular Aspects: The Boards of Studies of affiliating university frame the curricula. However, our college has been contributing a lot directly & indirectly to the framing and upgrading/updating the curricula of four UG and five PG courses by way of arranging workshops on syllabus changes/modifications. And also, two of our faculty members are on the BoS, one being the Chairman.

2.   Teaching Learning and Evaluation:

The teaching is done through the lectures, seminars, laboratory works and projects. The internet and projectors are used in the class-rooms. The Academic calendar, prepared by the university, is followed with suitable

modifications. The feedback on teachers, curriculum and on the college is sought regularly. Central library & office are open on almost all days including Sundays & public holidays. In addition to regular courses college runs the training for the International Certifications in CISCO, ORACLE & IBM to enrich university curricula. We also run ad-on courses.

3.   Research Consultancy and Extension: We have 4 faculty members having Ph.D, 11 having M.Phil. 9 members are pursuing their Ph.Ds. Some faculty members have published their papers in the international journals. The M Phil Students have been guided by the Principal of the college. The Biotechnology Department and Computer Science are the Recognized Research Centers. As for extension activity, the NSS unit arranges camps in the villages around Latur and conducts various activities.

4.   Infra-structure and Learning Resources: The College is a four storied building with 78 halls and 13 computer labs and 4 biotechnology labs and office, library and staff rooms. There are all basic amenities. Library has **8535** books and many journals. It makes use of SOUL and ETH softwares. The library works from 8 am to 6 am. Broad Band and VPN Internet facility is available. The library has computer facilities for retrieval of information about books. There are 265 high configurations with central computing system. The Office is partially computerized. The college has a girls hostel with the capacity to house 240 inmates. College has a spacious play-ground and adequate parking facility.

5.   **Student Support and Progression:** The students belong to different strata of society. Every year students of the college top the merit list of the university. The over-all result much impressive. The placement and training cell arranges trainings the students for inter views and competitive examinations. Campus interviews are arranged with a view to help students bag jobs easily. Post education, they get placements in the IT companies, finances and other service sectors. All the information about the institution is uploaded on the college website www.cocsit.org.in from time to time.

6.   **Governance and Leadership:** The Principal, who is also the President of Management Council, having a teaching and administrative experience of 39 years, is providing the efficient leadership to the institution. The meetings of the Sanstha are regularly held. Decisions are taken in the democratic way for the progress of the institution. The employee participation is actively encouraged. Various committees have been in place to look after the administrative and academic work.

7.   **Innovative Practices:** We have an Internal Quality Assurance Cell to maintain and enhance the standard of academic and the extra academic activity. The Grievance Redressal Cell redresses the problems related to the teaching and learning process. The college has electric backup. This ensures the uninterrupted functioning of the practical Classes, office, library, etc. The college has a dress code for the students and the staff to foster the feeling of discipline, integrity and solidarity.

<center>**Criterion I: Curricular Aspects**</center>

1.1   Curriculum Design and Development

1.1.1   State the vision and mission of the institution, and how it is communicated to the students, teachers, staff and other stakeholders?

The Motto of the college is ऋते ज्ञानान्न मुक्तिः which means: Liberation is possible with right knowledge. The Vision and Mission statements are as mentioned:

Vision Statement:

To be the pre-eminent college for teaching and research in the field of Computer Science, IT, Biotechnology and Management Science to meet the global challenges of the 21st Century.

Mission Statements:

- Providing world-class education for our students.

- Encouraging learning through education.

- Attracting strong and distinguished faculty.

- Empowering students to transform their lives.

- Facilitating individual and community well-being.

- Applying technology to address the social issues.

- Educating students to have the entry-level technical competencies and soft skills in global perspective.

<center>5</center>

- Producing the most sought-after human resource for industry worldwide and society.

- To help solve industry's and society's problems by the expert application of existing knowledge.

The Vision and Mission statements are displayed at the entrance, in the administrative office, in the principal's and the vice principal's cabins and a few other prominent places on college premises. The students, the teachers, the staff and other stakeholders come to know about the vision and mission through website, prospectus, the COCSIT Bulletin - the college journal, college profile, etc. The same is also communicated through Alumni and Parents meet.

1.1.2 *How does the mission statement reflect the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientation?*

The college is established in 2001 having the mission to provide world class higher education in Marathwada region for socially and economically backward community in the field of non-traditional programmes such as Computer Science, Information Technology, Biotechnology and Management Science to address the global challenges of the 21st Century.

This enables students to find employment in industry whereby they can seek their own advancement and in turn contribute to the progress of industrial world and serve the society.

The college has succeeded in providing man-power, with technical knowledge and core values, to reputed IT and BT industries.

Within a short span of nine years the college has built up its reputation as most sought after college in Marathwada region in terms of infrastructure, faculty, students and learning recourses.

1.1.3 *Are the academic programmes in line with the institution's goals and objectives? If yes, give details on how the curricula developed / adopted, address the needs of the society and have relevance to the regional / national and global trends and developmental needs? (access to the Disadvantaged, Equity, Self development, Community and National Development, Ecology and environment, Value orientation, Employment, ICT introduction, Global and National demands and so on)*

Yes, our academic programmes are in line with objectives of our college as mentioned below:

- To support employment opportunities for professional and personal development of the students.

- To promote scholarship and student learning.

- To support and improve research and development for technology advancement.

- To study and respond to the changing technology needs of the industry and the society.

- To create and expand community support and outreach activities.

- To maintain ethnic diversity of faculty, administrators, and professionals for the college.

The curricula adopted have the bearing upon Computer Science and Biotechnology. They have direct relevance to national and global trends and developmental needs. The college aims to disseminate education based on modern science and technology and make its students skilled and employable.

Based on the imperatives of the society in 21st Century, the college has started programmes as listed below:

The Under Graduate Courses

B.C.A.   – (Bachelor of Computer Application)

B.Sc.(CS)   – (Bachelor of Science in Computer Science)

B.Sc.(CM)   – (Bachelor of Science in Computer Mgmt.)

B.Sc.(SE)   – (Bachelor of Science in Software Engineering)

B.Sc.(IT)   – (Bachelor of Science in Information Technology)

B.Sc.(BT)   – (Bachelor of Science in Biotechnology)

The Post Graduate Courses

M.Sc.(CS)   – (Master of Science in Computer Science)

M.Sc.(SE)   – (Master of Science in Software Engineering)

M.Sc.(CM)   − (Master of Science in Computer Management)

M.Sc.(SAN)   − (Master of Science in System Admin & N/w)

M.Sc.(MM)   − (Master of Science in Multimedia)

M.Sc.(BT)   − (Master of Science in Biotechnology)

These programmes have an enormous demand in today's market.

The college follows the reservation policy as laid down by the Government of Maharashtra for the socially disadvantaged, the differently abled and the women students.

1.1.4 *How does the curriculum cater to inclusion/integration of Information and Communication Technology (ICT) in the curriculum, for equipping the students to compete in the global employment markets?*

To equip the students to compete in the global employment markets, our college runs **ten courses in Computer Science and two courses in Biotechnology**. The curricula of all these courses include the ICT enabled subjects like Information Technology, Management Information System(MIS), MS-Office, Networking, Mobile Communication, Corel Draw, Multimedia, Cyber Security and the different certification programmes.

1.1.5 *Specify the initiatives and contributions of the institution in the curriculum design and development process. (Need assessment, development of information database, feedback from faculty, students, alumni, employees and academic peers, and communicating the information and feedback for appropriate inclusion and decisions in statutory academic bodies, Membership of BOS and by sending agenda items etc.)*

Our college has been playing major role in revising and designing syllabi of the courses of Computer Science and Biotechnology. Also, we have organized two workshops on syllabus framing in Computer Science and one workshop in Biotechnology in last five years.

Before the design and the development of curricula, the college obtains feedback from the faculty, the students, the alumni, the employees and the academic peers. The feedback is analyzed and communicated to the respective BoS (Board of Studies) of the University. Two faculty members from our college as are members of the BoS of the affiliating University i.e. Swami Ramanand Teerth Marathwada University, Nanded.

1.2   Academic Flexibility

1.2.1   What are the range of programme options available to learners in terms of Degrees, Certificates and Diplomas?

Although, ours is a college having only nine years standing, it has six UG programmes, six PG programmes and one add-on course in cyber security and three international certification programmes.

UG Programmes	PG Programmes	Add-on Programmes	International Certifications
B.C.A.	M.Sc.(CS)	Cyber Security	Oracle 10g OCA*
B.Sc.(CS)	M.Sc.(SE)		Oracle 10g OCP**
B.Sc.(SE)	M.Sc.(CM)		CCNA***
B.Sc.(IT)	M.Sc.(MM)		IBM Main frame
B.Sc.(CM)	M.Sc.(SAN)	*** Oracle Certified Associate**	
B.Sc.(BT)	M.Sc.(BT)	**** Oracle Certified Professional** ***** CISCO**	

1.2.2   Give details on the following provisions with reference to academic flexibility, value addition and course enrichment:

a) Core options b) Elective options c) Add on courses d) Interdisciplinary courses e) Flexibility to the students to move from one discipline to another f) flexibility to pursue the programme with reference to the time frame (flexible time for completion)

a) Core options: The affiliating Swami Ramanand Teerth Marathwada University, Nanded has not provided the core options in the courses of Computer Science and Biotechnology. Therefore, the students have to undergo the structure of course they have admitted to.

b) Elective options: At B.Sc.(CS), B.Sc.(SE), M.Sc.(SE) and M.Sc.(CS) final year, students have the elective options for three papers.

c) Add on Courses: There is one UGC sponsored add-on course in Cyber Security. The first year students of UG in computer science can opt for this course.

d) Interdisciplinary Courses: Out of 6 UG courses, BCA, B.Sc.(IT) and B.Sc.(CM) are of interdisciplinary nature to which students from any stream (Arts, Science and Commerce) can seek the admission after +2 level examinations.

Also, three out of 6 PG courses, namely, M.Sc.(CM), M.Sc.(SAN) and M.Sc.(MM) are of interdisciplinary nature to which students from any stream (Arts, Science and Commerce) can seek the admission after Graduation.

e) Flexibility to move from one discipline to another: The affiliating university has not provided such type of flexibility.

f) Flexibility to pursue the programme with reference to the time frame: The College has to follow the University rules with reference

to the time frame for UG and PG Programmes. There are 6 semesters for UG courses and 4 semesters for PG courses.

1.2.3 *Give details of the programmes and other facilities available for international Students (if any)*

At present no international student is studying in our college. In future, if such students are admitted, the college is able to provide all the necessary facilities.

1.2.4 *Does the institution offer any self-financed programmes in the institution? If yes, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification and salary etc.*

All the UG, PG, Add-on, and Certification programmes in our college are self-financed.

1.3 **Feedback on Curriculum**

1.3.1 *How does the college obtain feedback on curriculum from?*

    a) *Students*

    b) *Alumni*

    c) *Parents*

    d) *Employers / Industries*

    e) *Academic peers*

    f) *Community*

a) Students: Feedback is obtained from students both during their stay and at the time of their leaving the college on completion of the course.

b) Alumni: Feedback from alumni is obtained in the alumni meet every year and also through the e-mails to them.

c) Parents: Feedback from parents is obtained during the parent teacher association's meet.

d) Employers / Industries: Efforts are now being made to obtain feedbacks from employers and/or industries.

e) Academic peers: At the time of practical examination, we informally obtain the feedback from guest / examiners and communicate the same to BoS.

f) Community: Feedback from community is informally obtained through parents/ different stake holders / professionals at the time of functions (like annual social gathering).

1.3.2 *How is the above feedback analyzed and the outcome / suggestions used for continuous improvements, and communicated to the affiliating university for appropriate inclusion?*

All the feedback obtained is analyzed. The outcome of analysis in the written or oral form is communicated to the university authorities through our BoS members.

In the workshops on Curriculum Design, deliberations are converted into resolutions for designing of curricula and the same is communicated to the university.

1.4   Curriculum update

1.4.1   What is the frequency and the basis for syllabus revision and what are the major revisions made during the last two years?

The syllabus revision, as mentioned, is the prerogative of the affiliating university. The university revises the syllabi normally after every three years for UG courses and after every two years for the PG courses.

There are 8 major revisions done during the last five years. The revisions in the last **two years** are given in the table below:

Sr. No.	Name of the Course	Year of Revision
1	B.Sc. (BT)	2008-09
2	BCA Second Year	2007-08
3	BCA Third Year	2008-09
4	B.Sc.(CS) Second Year	2007-08
5	B.Sc.(CS) Third Year	2008-09

1.4.2   How does the institution ensure that the curriculum bears a thrust on core values adopted by NAAC?

The contents of the existing curriculum clearly indicate that the syllabus formation is with the intention to contribute to the national development, promotion of use of ICT, inculcation of a value system.

1.4.3 Does the institution use the guidelines of statutory bodies (UGC/ AICTE / State Councils of HE and other bodies) for developing and/or restructuring the curricula?

The guidelines of university are followed by Board of Studies for development and restructuring the curricula.

1.4.4 How are the existing courses modified to meet the emerging / changing national and global trends?

Since the syllabus formation is the sole responsibility of the affiliating university, due care is taken by its BOS to meet the emerging / changing national and global trends in Computer Science and Biotechnology while framing / modifying the curricula. The college might forward its suggestions.

1.5   Best Practices in Curricular Aspects

1.5.1 What are the quality sustenance and quality enhancement measures undertaken by the institution during the last five years in curricular aspects?

In order to sustain and enhance quality, the college has

- Arranged workshops for syllabus updates,

- Student Feedback Mechanism

- MoU's with academic institutes and industries.

- Started international certification programmes,

- Organized staff training programmes,

- Arranged guest lectures by experts from university, industries and other academic institutions,

- Deputed staff members for faculty development workshops, seminars, conferences, etc.

1.5.2 *What best practices in 'curricular aspects' have been planned/ implemented by the institution?*

The best practices in curricular aspects our college follows are:

- Involvement of staff in syllabus framing / modification.

- Obtaining feedback from different stake holders.

- Arranging workshop on syllabus modification at university level.

- Interaction with academic peers and industries to cope with current requirement and trends in market and suggest the revision of syllabus accordingly.

- Agreement with training and placement organizations

2.1   Admission Process and Student Profile.

2.1.1 How does the institution ensure wide publicity to the admission process?

> *a) Prospectus*
>
> *b) Institutional Website*
>
> *c) Advertisement in Regional/ National Newspapers*
>
> *d) Any other (specify)*

The institution ensures wide publicity through the following:

a. Prospectus: We publish updated prospectus every year which includes the details about UG, PG, Add-on and certification programmes along with their fee structure and the syllabi. Also vision and mission statements, list of alumni who have entered services, the academic calendar, photographs of the university toppers, etc. find place in the prospectus.

b. Institutional Website: Information regarding admissions to various courses run by the institution is published on the college website- http://www.cocsit.org.in which is updated regularly.

c. Advertisement in Regional/ National Newspapers: Advertisement regarding the admissions for various courses in the institution is published in the regional newspapers, namely, Lokmat, Sakal, Sanchar, Punyanagri, Ekmat, etc.

d. Any other: Wide publicity to admissions is given through Local/cable, TV in the form of clippings and scrolling bar. Alumni, parents and students also play a major role in the publicity of admissions process.

2.1.2 How are the students selected for admission to the following courses? Give the cut off percentage for admission at the entry level

- *a) General*
- *b) Professional*
- *c) Vocational*

We run the non -AICT professional courses in our college. For admissions to all the courses, the student first undergoes registration process. The merit list drawn on the basis of the marks of their previous qualifying examination is then published.

The reservation policy of the Government of India and Maharashtra is followed strictly so that all social categories have easy and equitable access to the courses run by the college. Cut off percentage for various courses of UG and PG for the academic year 2008-09 for admission at entry level is as given below:

Cut off percentage of UG First Year Students for Academic year 2008-09

Sr. No.	UG Programmes	Open Category (%)		SC/ST Category (%)		NT-2/VJNT Catgory (%)		OBC Category (%)	
		High	Low	High	Low	High	Low	High	Low
1	BSC (SE) FY	83.50	39.17	70.00	45.50	74.33	42.17	83.67	42.33
2	BSC (IT) FY	78.83	41.67	75.00	48.33	77.17	58.83	84.67	52.50
3	BSC (CM) FY	79.33	44.33	72.17	51.17	77.17	52.00	75.17	49.85
4	BCA FY	90.83	44.50	84.83	52.50	85.50	52.83	88.83	46.50
5	BSC (CS) FY	87.00	40.00	83.67	42.00	86.00	61.83	86.33	47.00
6	BSC (BT) FY	79.33	42.33	73.50	44.17	56.50	44.33	77.67	49.50

Cut off percentage of PG First Year Students for Academic year 2008-09

Sr. No.	PG Programmes	Open Category (%)		SC/ST Category (%)		NT-2/VJNT Catgory (%)		OBC Category (%)	
		High	Low	High	Low	High	Low	High	Low
1	MSC (SE) FY	78.78	50.00	72.46	55.84	61.05	56.78	70.89	61.21
2	MSC (CM) FY	82.04	50.00	65.49	48.92	71.76	49.04	72.29	53.48
3	MSC MM FY	76.59	62.62	47.85	47.85	60.31	57.04	NIL	NIL
4	MSC (SAN) FY	66.84	51.67	63.40	47.27	64.96	49.13	60.51	45.40
5	MSC (BT) FY	81.67	50.46	77.83	57.92	78.83	68.17	80.75	60.58

2.1.3 How does the Institution ensure transparency in the Admission process?

The admission process is carried out by the admission committee which consists of the Principal, Vice-principal and the college teaching and non-teaching staff. The rules and regulations of the university, Government of Maharashtra are followed strictly when admitting students to the courses.

To ensure transparency, the merit list and the list of admitted students (general and category wise) are displayed on the college notice board.

2.1.4 How do you promote access to ensure equity?

   a) Students from disadvantaged community

   b) Women

   c) Differently-abled

   d) Economically-weaker sections

   e) Sports personnel

   f) Any other (specify)

To ensure equity, we follow the norms of Govt. of Maharashtra and the affiliating University.

a. Students from disadvantaged community: The reservation policy laid down by Govt of Maharashtra, as mentioned in the following table, is followed in letter and spirit to ensure equity.

Sr. No.	Category of Reservation	Percentage of Reservation
1.	Scheduled Castes and Schedule castes converted to Buddhism (SC)	13.0
2.	Schedule Tribes (ST)	7.0
3.	Vimukta Jatis (VJ)/De notified Tribes(DT) (**NT-A**)	3.0
4.	Nomadic Tribes 1 (**NT-B**)	2.5
5.	Nomadic Tribes 2 (**NT-C**)	3.5
6.	Nomadic Tribes 3 (**NT-D**)	2.0
7.	Other Backward classes (OBC)	19.0
Special Reservations		**Percentage**
Applicant Physically Handicapped (40%) but having 3a certificate of ability to complete the course		3
Wards and spouse of Ex-servicemen or In-Servicemen		2
Out of total available seats 30% seats are reserved for female candidates. Widows/ divorced / deserted females are given preference in this reservation		
Total		**50.0**

2.2 Catering to Diverse Needs

2.2.1   Is there a provision for assessing the students' knowledge and skills before the commencement of the programme? If yes, give details on the strategies of the institution to bridge the knowledge gap of the incoming students for enabling them to cope with the programme to which they are enrolled.

The students' knowledge and skills are understood through interactions in classrooms. Depending on the inputs from the students, the respective teachers prepare short preparatory programmes to bridge the knowledge gap for the students for enabling them to cope with the programme to which they are enrolled.

Such preparatory programmes are mainly conducted for the new entrants for a period of one or two week of the First Semester.

2.2.2   How does the institution identify slow and advanced learners? Give details on the strategies adopted for facilitating slow and advanced learners.

The advanced learners and slow learners of particular subjects are identified by the concerned faculty, based on the marks of their last examinations and also from the college Unit Tests, Pre-Semester Examinations and their performance in the practicals and in the class room.

For slow learners, the college arranges extra coaching classes in theory as well as practicals to cope with the gap. These extra periods are arranged in the evening, even on Holidays. Staff members are advised to give more attention in theory and practical classes to slow learners.

The teachers of various departments also give personal guidance. Teachers maintain personal contacts and help such students by offering reference books and textbooks from their personal libraries.

To encourage advanced learners, we offer following support programmes by different departments:

- High level seminar topics on different subjects.
- Encouragement to appear for various CAT, certification examination in respective subjects.
- Provisions of Extra Books, reference material, CDs, research papers, articles, Internet access.

2.2.3 *Does the institution have a provision for tutorials for the students? If yes, give details.*

There is no provision of tutorials in our university; however, we give them assignments so that students do well in the examinations. The assignments are based on the significant portions of the syllabus.

2.2.4 Is there a provision for mentoring of students or any similar process? If yes, give details.

Faculty of every Department is ever ready for the academic and personal guidance of students. Individual attention is paid to each UG and PG student for their project work, seminar and training programmes in some Departments.

2.2.5 How does the institution cater to the needs of differently- abled students?

Special attention and guidance is being provided by faculty to differently –abled students, to cater to their needs. Their theory and practical classes are arranged on the ground floor.

2.3   Teaching -Learning Process

2.3.1 How does the institution plan and organize the teaching-learning and Evaluation schedules? (Academic calendar, teaching plan and evaluation blue print, etc.)

The Academic calendar of the institution is prepared by the Principal in association with HOD's, senior faculty members and the general secretary of the Students Council. The academic calendar is distributed to students after the confirmation of their admission.

The Faculty members are instructed to prepare individual semester-wise teaching plan, and mention the same in the COCSIT Academic Diary. Also the same is communicated to students in the class room.

The Academic Diary is regularly checked by the concerned Heads of the department and by the Principal at the end of every month.

For the evaluation of students' learning, Unit Tests and Pre-Semester examinations are conducted in every semester. The timetable of examinations is announced for students at the beginning of semester. The evaluation of students performance in unit tests and pre semester examinations is done immediately after every examination. Results are- communicated to students and parents through SMS and letters and even on phone, same being published on college website.

In case of any grievance about the assessment, redressal is done after verification by the Examination Department.

2.3.2 *What are the various teaching- learning methods (lecture method, interactive method, project-based learning, computer-assisted learning, experiential learning, seminars and others) used by the teachers? Give details.*

In addition to theory lectures, the other teaching learning methods practiced in our college are as under:

a. Project work: Project work is compulsory for all final year of UG and PG courses. The title for project is selected by the students in fifth semester of the UG and in third semester of PG course. According to their titles guides are allotted to them. They are asked to present a demo of the project before the final submission.

b. Seminars: Seminars are conducted for UG final year and PG students. The topics for seminars are selected by the students. They prepare and deliver seminars on a specified date. Out of them, the best presenter is receives prizes at the hands of college authorities.

c. Demonstration Method: Demonstration of the concept is given to the students while conducting the practical session. The students, then, perform the same practical individually.

d. Field visit/work: Field work is given to the students of Biotechnology where they visit the farms and collect the information about medicinal plant. Also they give the information of recent trends in Biotechnology to farmers.

e. Industrial Visit: Students are taken to industries to get the knowledge of functioning of industries. In last three years Biotechnology students visited MAHYCO Jalna, BEJO Seeds Jalna, Maharashtra Bio Fertilizers Latur, Natural Sugar & Allied Industry Ranjani Dist. Osmanabad, Manjara Sugar Latur, etc.

f. Summer Training: The College promotes the participation of our students in various summer training programmes. In last three years, fifteen students of Biotechnology have participated in summer training at various institutes and private multinational companies such as NCL Pune, Sungenomic Lab Bangaluru. Genecity Pvt. Ltd. Pune, MBF Latur and BIAF Pune.

g. Group Discussions: A particular topic for group discussion is declared by concerned teacher and on a given date group discussion is conducted in the Group Discussion Hall. This we practice mainly for final year students.

h. E-learning: A twenty student capacity computer lab for delivering e-learning methodology is developed in the college where the various

e-learning materials are installed on the computers and the students take advantage of this. The lab is provided with broadband Internet connectivity.

2.3.3 *How learning is made student-centric? What are the institutional strategies, which contribute to acquisition of life skills, knowledge management skills and lifelong learning?*

Learning is made student centric by using student centered teaching learning methods such as PBL (Practical Based Learing), seminars, workshops, group discussions, e-learning, etc. All the activities hinge around the development of student as a potential learner.

In order to introduce advanced skills among students the college has started certification programmes in new trends such as

- OCP

- OCA

- CCNA

- IBM Mainframe

- Add-on course Cyber Security

The training and Placement Department also arranges Online Aptitude Examination for students to make them competent for the campus and other interviews.

2.3.4 How does the institution ensure that the students have effective learning experiences? (Use of modern teaching aids and tools like computers, audio-visuals multi-media, ICT, CAL , Internet and other information /materials and jet tools.)

To ensure that students have effective learning experience, the college makes use of the following up to date teaching aids:

- High configuration server and Computers.

- Five LCD Projectors and one Over Head Projector.

- Audio visual multimedia.

- 3-d models.

- Broadband Internet.

- Four VPN connections.

- National Journals and magazines.

- Digital camera, web camera, scanners.

These teaching aids are at the disposal of all the students for effective learning experience. In the process of teaching-learning, the teachers use these aids to interact with students. Teachers use computers/ audio visual media/slide shows/internet/over head projectors to supplement their lectures. Students are encouraged to interact with teachers. Questions are asked and discussions among the students are arranged.

2.3.5 *How do the students and faculty keep pace with the recent developments in the various subjects?*

To keep pace with the recent developments in the various subjects the college follows the following practices:

a. Faculty: The College encourages the faculty to participate in various research and development projects, seminars, workshops, conferences, training programmes, symposia, etc. Duty Leaves are sanctioned for the above said purposes. The college itself organizes various seminars and conference. In the last three years, the college organized *two national level conferences* on "*Emerging Trends in Biotechnology for Modern Era*" sponsored by UGC, DBT, BARC, DST, SRTM University, Nanded and "Computer Science and Advances in Information Technology" sponsored by UGC, and SRTM University, Nanded.

b. Students: The College organizes the Guest Lectures by eminent speakers from the field of Computer Science and Biotechnology to keep the pace with recent trends in development in various subjects. The students are promoted for participation in various summer training programmes, seminars, conferences, etc. The college organizes poster presentation competition every year on the occasion of National Science Day on Biotechnology related topics. For the computer science

students, college organized Project competition named 'Project Mantra' in the year 2009-10. To know the latest trends in cyber security, the college organized a seminar on **"Cyber Crime and Cyber Security"** on 23-09-2008. Also, a UGC sponsored state level seminar on 17 January, 2010, on the same subject was delivered by **Harold D'costa,** Director, IQSPL, Pune in which around 500 students had participated.

Internet, the gateway to all disciplines of knowledge, is used by the teachers and students to get access to modern trends in their respective disciplines.

The college makes available books, national and international journals and magazine, on the concerned subjects to enlighten the students and teachers.

2.3.6 *Are there departmental libraries for the use of faculty and students? If yes, how effectively are they used for the enhancement of teaching and learning?*

Yes, there are departmental libraries in all seven departments. In each department, a cupboard is placed where all the reference copies required for the academic year are made available for staff members. There is open access to these departmental libraries for the concerned staff. For students, we issue books from the central Library only. In

future, we plan to provide students with open access to the departmental libraries.

2.3.7 *Has the institution introduced evaluation of the teachers by students? If yes, how is the feedback analyzed and implemented for the improvement of teaching?*

The institution has set mechanism for getting feedback from the students about the teachers and their teaching. The institution has been following this healthy practice for the last five years. The college has developed a proforma for evaluation of teachers by students. The form is distributed to the students at the end of every semester and they are asked to fill in the feedback data and submit it back. The feedback is analyzed by the committee and the teacher wise report is submitted to the principal. Then the principal organizes individual discussions with the teachers and apprises them of their strengths and weakness.

It has been found that the student-evaluations of teachers and the course provide very valued information which enables our teachers to strengthen their competence and to meet the satisfaction of the students.

2.4 Teacher Quality

2.3.8 *How are the members of the faculty selected? Does the college have the required number of qualified and competent teachers to handle all the courses? If not, how does the institution cope with the requirements?*

The appointments to the teaching positions are made only after advertising the vacancies in the local and the regional newspapers. The eligible aspirants are invited for interview by the selection committee which is duly constituted as per the university statute. Then, the selected candidates are given appointments.

Yes, the College has required number of qualified and competent teachers. Out of 65 filled teaching staff, One is NET qualified, five have completed their Ph.D., Ten have completed their M.Phil.. Also Nine have registered their names for Ph.D. and Twelve have registered their names for M.Phil.

We invite the teachers with expertise in specific subjects to conduct lecture series on various subjects.

2.4.1 How does the college appoint additional faculty to teach new programmes/ modern areas of study (Biotechnology, IT, Bioinformatics etc.)? How many such appointments were made during the last three years?

All the appointments are made by University Committee. In case of additional faculty, the Local Management Committee (LMC) appoints the lecturers on the basis of qualification, interview, presentation, teaching experience etc. Two such appointments are made in Biotechnology to teach the Bioinformatics and Biochemistry.

2.4.2 What efforts are made by the management for professional development of the faculty? (eg: research grants, study leave, deputation to national/ international conferences/ seminars, training programmes, organizing national/ international conferences etc)? How many faculty have availed these facilities during the last three years?

For professional development of the faculty the Management encourages the teachers to do part-time research leading to M.Phil. and Ph.D. degrees. The teachers are allowed to carry out their research in the laboratories of the college, which it has equipped with all facilities, and instruments. College Research Committee promotes the staff to take up major and minor research project and the college recommends the sanction of the deserving projects.

The College has arranged two national level conferences, one state level seminar. Twelve faculty development Workshops have been arranged in the last three years.

During last three years, 36 teachers participated in national seminar / conferences and the college has granted them Duty Leaves.

Dr. Yogesh Padwad, from Department of Biotechnology, has been assisted to go abroad to South Carilona and US on lien for his post doctoral research.

2.4.3 *Give details on the awards/ recognitions received by the faculty during the last five years?*

The Principal Dr. M.R. Patil received an award from 'Republican Students Federation', Latur Unit on 14 April 2008, for his services rendered to socially disadvantaged community.

He is also recognized by Yashwantrao Chavan Maharashtra Open University, Nashik as a Guide for the M. Phil. students in Computer Science. Under his guidance seven students have been awarded M.Phil. Three other members are doing M.Phil. under his guidance

COCSIT Bhusan is awarded to the best teacher in the college. In last five years ten teachers have received this award.

2.4.4 How often does the institution organize training programmes for the faculty in the use of?

    a) Computers

    b) Internet

    c) Audio Visual Aids

    d) Computer-Aided Packages

    e) Material development for CAL, multi-media etc.

The college organizes training programmes for teaching staff to use computers, internet and Audio-Visual aids. Most of the training programmes are conducted by our teaching faculty from the department of Computer Science, Computer Application and Computer Management. In last five years 06 training programmes were organized. The details about them are as under.

Sr. No.	Name of Programme	Year	No. of Participants
1	Computer Training Program to Dept of Biotechnology	2005	04
2	MS-Office Training Program to Dept of Biotechnology	2006	05

3	Use of Internet , OHP, LCD Program to Dept of Biotechnology	2007	05
4	Training on E-learning module	2008	04
5	Corel draw, Adobe Photoshop,	2009	10
6	Maya, Macromedia dream viewer training	2009	10

2.5   Evaluation Process and Reforms

2.5.1   How are the evaluation methods communicated to the students and other institutional members?

We communicate evaluation methods of internal and external examinations to the students by making available the syllabus copy, marking scheme and question papers of previous examination to them. The evaluation methods are discussed orally in the class before commencement of teaching of syllabus proper.

2.5.2   How does the institution monitor the progress of the students and communicate it to the students and their parents?

The college records the attendance and marks of unit tests of students on monthly basis.

The mark list and the attendance for the month are displayed on the notice board for students. The same is communicated to parents through letters and SMS's. In the case of unsatisfactory performance

by the students, their parents are called and the performance appraisal of the students is discussed with them.

2.5.3 *What is the mechanism for redressal of grievances regarding evaluation?*

The grievances regarding external evaluations are redressed by the affiliating university by way of re-evaluation and/or recounting as per the procedure laid down. The students can ask for the photocopy of their answer sheets. The college assists the students to get the photocopy. The Evaluation of the photocopy is done by the faculty of the concerned subject. If any discrepancy is found, the student grievance is forwarded to the university where re-assessment is carried out by examiner other than the examiner who previously assessed that paper. If there is any change, it is communicated to the student through the college.

Regarding internal evaluation, the grievance is redressed by the concerned Head of Department and the Examination department of the college immediately after the Unit Tests and Pre-Semester examination are over. The necessary change is incorporated immediately.

2.5.4 *What are the major evaluation reforms initiated by the institution/affiliating University? How does the institution ensure effective implementation of these reforms?*

Following are the evaluation reforms and their implementation initiated by the institution:

1. The college has been conducting **Online Evaluation,** for last three years, for the students of the UG and the PG courses in Computer Science, in addition to the traditional Unit Tests and Pre-Semester examination. The concerned subject teacher prepares and uploads the questions on the server for online examination. The students have been given User-Id's and Passwords to appear for the examination. After finishing the examination, the marks are immediately displayed on the computer screen. Previously, these examinations were optional. However, considering their importance, the college has made the online examination compulsory for all students since last year.

2. Evaluation of final year student's project is done by submission of synopsis, progress reports at three stages by the student. The demo of the project is taken before the final evaluation of projects by the university. Previously, the projects were assigned to the students in final semester which led to less time for development of the project. From the Academic year 2010-11 onwards, the projects are assigned well in advance i.e. in the last but one semester so as to give the student more time to work on and develop the project.

3. The college conducts tests and examinations in pattern of the University Examinations.

4. Student who are absent for unit test and pre-semester are fined.

2.6 Best Practices in Teaching -Learning Process

2.6.1 Detail any significant innovations in teaching/learning/evaluation introduced by the institution?

The following are some of the best practices established and practiced by the institution under teaching, learning and evaluation processes:

1. Attendance for each lecture is maintained by the concerned teacher in order that it can be shared with the parents of the students.

2. Students are promoted to participate in national seminars and conference.

3. Use of internet in Class room is made.

4. OHP and/or LCD projectors are used in day to day classrooms for teaching and for practicals.

5. CBT (Computer Based Tutorials) is utilized.

6. Students participate in summer training programmes.

7. Guest lectures are arranged on current trends in IT and BT.

8. The Computer lab, Biotech lab and library facilities are provided from 8 AM to 8 PM.

9. E-learning methodology is utilized.

10. Students participate as representatives on various committees.

11. Live Projects are given to students.

12. Project Competition, Seminar Competition are organized by the college.

13. Award for 100% attendance of the student is given by the college.

14. Awards like '**COCSIT Bhushan'** for best teacher and **'COCSIT Shree'** for best student are given by the college.

16. Progress of students is communicated to the parents through SMS.

17. Awards for topper students in internal examinations are given by the college.

18. Online Examinations are conducted by the college.

Criterion III: Research, Consultancy and Extension

3.1 Promotion of Research

3.1.1 *Is there a Research Committee to facilitate and monitor research activity? If yes, give details on its activities, major decisions taken (during last year) and composition of the Committee.*

Academic Research Committee, established in 2008, looks after the research work taken up and to be taken up by the college staff. This committee consists of the following members:

Sr. No.	Name	Designation
1	Dr. M.R. Patil Principal	Chairman
2	Mr. S.S Chowhan Vice-Principal	Secretary
3	Dr. B.L. Gaikwad	Member
4	Dr. U.B. Sakhare	Member
5	Dr C.M. Wadatkar	Member
6	Mr. M.H. Kondekar	Member
7	Mr. N.S. Zulpe	Member

The research Committee has taken major decisions like maintaining research labs with all the necessary facilities, subscription to national/international journals, purchasing reading materials and CD's, catalogues etc. for research activity.

The Role and Responsibility of Research Committee

- To encourage the faculty members for pursuing research for M.Phil & Ph.D.

- To motivate teachers to publish research articles & papers.

- To promote the teachers and students to participate in Conferences, Seminars & Workshops.

- To study UGC schemes for minor & major research projects.

- To establish recognized research labs for Biotechnology & Computer Science.

- To explore possibilities of collaborative research.

Following decisions were taken by the Academic Research Committee:

- Submission of Minor Research Proposals

- Recognition for Research centres in Computer Science and Biotechnology

- Conducting seminars and workshop on research topics

Dr. M.R.Patil is approved as the Research Guide for M.Phil students doing their Research from Yashwantrao Chavan Maharashtra Open University, Nashik. The institution has well equipped research laboratories for Computer Science as well as Biotechnology which are duly recognized by SRTMU, Nanded as Research Centres.

Five teachers have been awarded Ph.D,, Eight have done M.Phil. Nine teachers are currently pursuing Ph.D & Ten teachers are pursuing M.Phil studies.

Three teachers have completed minor research projects and eight more are doing minor research projects. One major research project has been taken up by one teacher of the college. All these research projects are funded by the UGC.

During last 2 years, the teachers have published two papers in referred international research journals and written four books. Some teachers have also attended national conferences/seminars and presented papers.

3.1.2 *How does the institution promote faculty participation in research? (Providing seed money, research grants, leave, other facilities)*

The following are some of the provisions made by the institution to promote research:

- The institution provides seed money for the initiation of research project and help us to get it funded by UGC and other Central Government bodies.

- Teachers are persuaded to undertake M.Phil and Ph.D level studies.

- Special leave for approved research activities is sanctioned. Also adjustment in teaching schedules, if necessary, is made for teachers who are pursuing their research work.

- Free internet facility is provided in the campus for research.

- Round the clock Laboratory facility is provided to the teachers.

3.1.3. Does the institutional budget have a provision for research and development? If yes, give details.

Yes, the College has a budget provision for research and development. College makes provision for the difference amount, actual expenses occurred and UGC funds received. During last two years three minor research projects worth rupees 2,13,000 have been completed. There are eight ongoing minor research projects and one major research project worth rupees 8, 87,000 and 11, 09,800 respectively.

3.1.4 Does the institution promote participation of students in research activities? If yes, give details.

Yes, in order to promote research activities, the students are encouraged to undertake the projects.

As a part of their curriculum, 30 projects in Biotechnology and 50 projects in computer science have been completed in the last three years. Also the students are encouraged to participate in seminars, conferences and workshops.

The Post Graduate (Biotechnology) programmes include dissertation work in which students are given assignments to complete within the stipulated period. After discussion with students, the concerned teachers finalize the topic of the students, interest and guide them. This helps students to know basics of research in concerned subject.

3.1.5 *What are the major research facilities developed on the campus?*

We have the following research facilities on the college campus:

- Research centers for Computer Science and Biotechnology recognized by SRTM University, Nanded.

- VPN connection

- Central library rich in reference books, research journals and CD's required for research in computer science and biotechnology.

- Digital library.

- Internet facilities for research student.

- Sophisticated equipments required for research work.

- Guest Lectures by experts.

- Instruments like PCR, PAGE Apparatus, Laminar Air Flow, Cooling Centrifuge, Deep Freezer, Incubators etc. are available in Biotech labs.

3.1.6 Give details of the initiatives taken by the institution for collaborative research (with national/ foreign Universities/ Research/Scientific organisations / Industries / NGOs)

The college has proposed international research collaboration with Dr. Jin Junfei, Prof. Medical University of Nanjing, China.

The college proposes to have the National Research collaboration with Dr. Gopal G. Jha, Scientist F, Institute of Himalayan Bio-resources Technology (IHBT) CSIR Palampur (H.P.).

Also, the college has sent the research collaboration proposal to Natural Sugar and Allied Industries (N-SAI), Ranjni Dist. Osmanabad. The purpose is to share the research knowledge & utilize infrastructure to enhance the research activity among the college students, teachers and industrial persons.

3.2   Research and Publication Output

3.2.1 Give details of the research guides and research students of the institution (Number of students registered for Ph.D. and M. Phil., fellowship/scholarship, funding agency Ph.D and M.Phil awarded during the last five years, major achievements, etc.,)

Dr. M. R. Patil, the principal of the institution, is a research guide of fifteen students for M.Phil. programme. The List of students is as follows:

Sr. No.	Name of the Students	Title of M.Phil. Project	Year of Registration	Completed /Ongoing
1	Mr. S. S. Chowhan	Artificial Neural Network Approaches for Iris Recognition Iris recognition	2006	Completed
2	Mr. M. H. Kondekar	Finger print recognition	2006	Completed
3	Mr. N. S. Zulpe	Off-line Signature verification	2006	Completed
4	Ms A. R. Bajaj	Hand-written character recognition using elastic matching algorithm	2006	Completed
5	Ms J.N. Dangat	Study of DNA by using Bio-Java	2006	Completed
6	Mr. I.M. Kazi	PCA for Palm Print recognition	2006	Completed
7	Ms. U. V. Suryawanshi	Case Study on the Segmentation of Brain Tumor	2007	Ongoing
8	Ms. R. B. Shinde	Offline speech recognition	2007	Ongoing
9	Mr. K. S. Jeve	Implementation of DBSCAN Algorithm On using mat lab	2007	Ongoing
10	Ms. J.R. Kawale	Comparative study of region based image segmentation	2007	Ongoing

Around 18 faculty members have been registered for M. Phil., two have been awarded M. Phil. Degree under the guidance of other guides and ten have registered for Ph.D degree.

Teachers awarded M.Phil.

Sr. No.	Name	Title of M.Phil Project	Year
1	Miss. N. T. Khan	Historical trends in the autobiography of Nirad C. Chaudhury.	2009
2	Miss K.S. Gomare	Determination Nutortive value and mineral elements of some IMP spices	2009

Faculty Members pursuing M.Phil

Sr. No.	Name	Title of M.Phil Project	Year of Reg.
1	Ms. U. V. Suryawanshi	Case Study on the Segmentation of Brain Tumor	2007
2	Ms. R. B. Shinde	Offline speech recognition HCI through S.R.S	2007
7	Mr. K. S. Jeve	Implementation of DBSCAN Algorithm On using mat lab	2008
9	Ms. J.R. Kawale	Comparative study of region based image segmentation	2007
10	Ms. V.A. Bhavsar	Study of analysis of physico chemical properties of ground water and sugar industry effluent	2006

Teachers awarded Ph.D.

Sr. No.	Name	Research Topic	Year
1	Dr. M.R. Patil	A study of Boundary value problem with Hexagonal boundary	2004
2	Dr. B.L. Gaikwad	Hydrobiologic Studies of Nandrabad dam	2005
3	Dr. Mrs. U. B. Sakhare	Amelioraton of metal ion stress in different varieties of pisum sativum	2005
4	Dr. C. M. Wadatkar	Factors affecting somatic embryogenesis and plant regeneration in Dendrocalamus asper and Dendrocalamus tulda (Edible Bamboo) Sp.	2006
5	Dr. Y.S. Padwad	Identification and role of stress protein indused during dengue virus in human macro phages	2006

Faculty Members Registered for Ph.D.

Sr. No.	Name	Research Topic	Research Centre	Year of Registration
1	Mr. S. S. Chowhan	Exploring Fuzzy Neural Network for Iris Recognition	Yashwant College Nanded	2007
2	Mr. M. H. Kondekar	Personal Identification in Network Society Using Fingerprint	SGGS Engg. College, Nanded	2008
3	Mr. N. V. Morey	Molecular and Functional Characterization on the Basis of Antimicrobial Activity Express in Few Selected Medicinal Plants from Marathwada Region	COCSIT, Latur	2008

4	Mr. N. S. Zulpe	Automatic Recognition system for MRI image	Pune University, Pune.	2009
5	Ms. N. T. Khan	Portrayal of Historical Trends in the works of Nirad C.Chaudhuri	R.T.M. University, Nagpur	2009
6	Ms.U. V. Suryawanshi	Studies on the Segmentation of Brain Tissue and Tumor from 3D Magnetic Resonance Imaging	COCSIT, Latur	2009
7	Ms. D. H. Mahamuni	Studies on identification of lung cancer cell using artificial neural networks	COCSIT, Latur	2009
8	Mr. I.M. Kazi	New Methods in the automatic tissue segmentation of magnetic resonance brain images	COCSIT, Latur	2009
9	Ms. R. B. Shinde	Human-Computer Interaction through speech recognition system	COCSIT, Latur	2009
10	Ms. R.R. Londhe	Automatic Facial Expression Recognition System For Western Faces	COCSIT, Latur	2009

3.2.2 Give details of the following:

a) Departments recognized as research centers

The Department of Computer Science & the Department of Biotechnology have been inspected by the research committee from Swami Ramanand Teerth Marathwada University, Nanded. The University has issued the recognition letters for the research labs. Our

institution received these letters on 01-Oct-2008 for Computer Science
and on 5th-Dec-2008 for Biotechnology.

b) Priority areas for research

Name of Department	Priority area for research
Computer Science	- Bio-informatics - Bio-metric Authontication - Bio-metrics Iris authentication in security management. - Cyber security - Data mining and data warehousing - Ethical hacking - Fuzzy system and Artificial Neural Networks - Image Processing - Signal Processing
Biotechnology	- Bio-fuels - Environmental Biotechnology - Plant Biotechnology

d) Ongoing Faculty Research Projects (minor and major projects, funding from the Government, UGC, DST, CSIR, AICTE, Industry, NGO or International agencies)

List of Minor Research Project (Sanctioned by UGC)

Sr. No.	Title of the Project	Amount Sanctioned (In Rupees)	Name of the Lecturer	Department	Year	Remark
1	Brain Tumor Detection from 3D Image MRI	105000	Ms. Suryawanshi U. V.	Computer Science	2008 - 2009	Ongoing
2	Tissue Eegmentation of Magnetic Resonance	105000	Mr. Kazi I A.	Computer Science	2008 - 2009	Ongoing
3	Embedded systems Design & its security through Biometrics	125000	Mr. Somwanshi D. R.	Computer Science	2008 - 2009	Ongoing
4	Automatic facial expression recognition system for western faces	110000	Ms. Londhe R. R.	Computer Science	2008 - 2009	Ongoing
5	Automatic recognition sysstyem for the medical images	130000	Mr. Zulpe N. S.	Computer Science	2008 - 2009	Ongoing
6	Personal Identification in the Network Society Using Finger Points	60000	Mr. Kondekar M. H.	Computer Science	2008 - 2009	Completed

7	Biometric Authentication in Security Management	60000	Mr. Chowhan S. S.	Computer Science	2008 - 2009	Completed
8	In vitro micropropogation of Adhtoda Vasica - (A Ayurvedic herb)	100000	Ms. Gomare K. S.	Bio-Technology	2008 - 2009	Ongoing
9	Biotechnology for recycling of waste water in Marathwada region	100000	Ms. Bhavsar V. A.	Bio-Technology	2008 - 2009	Ongoing
10	Mutation Induced Genetic Transformation of Jatrapoha Biodiesel Production	112000	Mr. Morey N. V.	Bio-Technology	2008 - 2009	Ongoing
11	Somatic embroyogensis encapsulation in Dendrocalamus strictus	93000	Mr. Wadatkar C. M.	Bio-Technology	2008 - 2009	Completed

To date, total eleven minor research projects worth Rs 11, 00,000 are in progress which are funded by UGC. Three minor research projects worth Rs. 2, 13,000 are completed.

One major research project worth Rs. 11,09,800 is sanctioned by UGC to Dr. C M Wadatkar in the year 2009-10. The topic of the project is *Initiation of suspension culture and embryogenesis to plant regeneration in multipurpose bamboo (Dendrocalamus).*

e) Ongoing Student Research Projects (title, duration, funding agency, total)

Every year the college provides funds to the projects undertaken by the PG students of Biotechnology, Computer Science and Computer Application. The following table represents the details about the projects:

College funded Project (2009-10)

Department of Computer Science

Sr. No.	Name of the student	Project title	Duration	Funding Agency	Total Amount (In Rs.)
1	Nadarge S.S Palle N.P Lomte P.G	IT Vision Group Website	3 Months	COCSIT,Latur	3000
2	Gaikwad A.K. Mane A.H	Online Quantitative Test	3 Months	COCSIT,Latur	2000
3	Mane R.R Bandgar A.N	Video Library Management	3 Months	COCSIT,Latur	1500
4	Parde B.S Shinde A.B Shinde V.R	Light sensing Robot	3 Months	COCSIT,Latur	3000

The college has funded Rs. 11,500 for these projects in year 2009-10.

College funded Project (2008-09)

Department of Biotechnology

Sr. No.	Name of Students	Project Title	Chemical Required	Amount Sanctioned by College (In Rs.)
1	Kazi H.M.	"Isolation, Extraction & Determination of Cotalase Enzyme Activity from Different sources".	1.Nutrient broth 2.Biuret reagent 3. Phosphate buffer	1700
2	Phad S.V.	" Cytological & Molecular Studies in Winged bean".	1. CTAB 2. EDTA 3. HCL	2500
3	Patil B.G.	"Biochemical Analysis of Winged bean".	1. PVP 1% 2. SDS 3. BSA	1900
4	Purnale V.P.	"Isolation & Characterization of Nutritional Factor from Different pulses."	1. Albumin Bovin Serum 2. PVP 1%	2100
5	Pullagor T.S.	Screening & Purification of Hydrocarbon Degrading Mo's from soil sample of Petrol Pump".	1. Mineral Base Medium 2. Nutrient Agar 3. Nutrient broth	2200
6	Karale L.L.	"Isolation,Purification, Identification &Characterization of Phenol degrading mo's from muncipay waste water Treatment Plant".	1. Mineral Salt Medium 2. Nutrient Agar 3. Nutrient broth	1850
7	Jadhav V.L.	"Antibacterial Potential of Argemone mexicana Ogueous extract against somen Pathogenic bacteria".	1. Nutrient Agar 2. Nutrient broth	2100
8	Kakde Rahul N.	" Microbialogical & Physiological analysis of water".	1. Nutrient Agar 2. Macconkey's agar 3. Tryption broth 4. Kovac's reagent	2000
9	Jadhav Nita B.	"Characterization of Winged bean oil".	Hexane	1250
10	Chougle A.K.	"Production of E asparaginase from Soil isolates at different prl & Temprature."	1. Yeast extract 2. NaHPO4	1500

11	Patil R.S.	"Purification & Characterization of Xanthine Dehydrogenase from Cow Milk Samples".	1. Xanthine 2. EDTA 3. Cold Butanol	2000
12	Honrao S.R.	"Effect of different Concentration of growth harmones in Callus induction of vitis Vinifera".	1. MS Medium 2. 2,4 D 3. BAP	3500
13	Nimabalkar S. V.	"Antibacterial Potential of Argemone mexicana Ogueous extract against somen Pathogenic bacteria".	1. Numeric Agar 2. Nutrient broth.	2000
14	Thorat Yogesh S.	"Antimalerial & Antimicrobial activity of Ocimum Santum Linn."	1. RPMI 1640 2. Sorbitol 3. Nutrient agar	3300
15	Patil Vijay	"Antimalerial Drug Testing".	1. RPML 1640 2. Sorbitol 3. PBS	3700

College has funded Rs. 33,600 for these projects in academic year 2008-09.

College funded Project (2009-10)

Department of Biotechnology

Sr. No.	Name of Student	Project Title	Chemical Required	College Sanction Amount
1	Mr. Jadhav Abhijeet A	Antibacterial potentiality of Datura Stromanium solvent extraction against some pathogenic bacteria	Nutrient agar, Ethanol, saline agar, agar	1525/-
2	Mr. Hawaldar D. K.	Efficacy of selected phosphate solubilizing Micro organisms growth & uptake of wheat	Ammonium molybolate, Ammonium metaranate, KH_2PO_4, NHO_3/	1659/-
3	Mr. Waichale S. N.	Analysis & MHC msle Jn LCMV Lymho	Insilico	-
4	Mr. Shaikh P. J.	Antagonistic activity of T. Viride on post harvested sweet potato rrot rot	PDA, 1% Sodium Hypochloride, Lactophenol blue	1092/-

		pathogens		
5	Mr. Valasange A. B.	Isolation of protease (Caseinase & Keratinase) producer from compost soil	Feather bases broth, keratin, Casein, Nutrient Agar, Nutrient. Broth	2011/-
6	Mr. Kale Amol C.	Isolation, Identification, characterization & bioassay of pseudomonas fluorescence	Sugarcane composite king B media	1987/-
7	Mr. Badade H. S.	Isolation, Purification & Characterization of urease enzyme from Aspergillus niger	Growth media, PDA.	2083/-
8	Mr. Badgire D. D.	Studies of Hemoglobin parameters in Latur region	N/10, Delbico, Reagent	1011/-
9	Mr. Ghuge S. R.	Antibacterial potentiality of Berberine found in plant A. maxicana	N. Agar, Mc Agar, Bacterial Pure culture, ethonal, methanol	1776/-
10	Mr. Gadekar S. R.	Evaluation of phytochemical composition & enzyme analysis of Holarrhena antidysentrica plant	Sod. Agde, Amn. Sulphate, foline, reagent, anthone HCL, Buffer.	2216/-
11	Ms. Andore A. A.	Production of thermostable enzyme xylose isomerase	Xylose, Nutrient agar & broth, MOPS, Methyl Red, Glucose.	2314/-
12	Ms. Chaudhari D. R.	Study of antimicrobial potential of crude drug and the biochemical parameters of root part of Asparagus racemosus.	Nutrient agar, PDA, agar agar, Biurette, reagent, catechol, ascorbic acid, oxalic acid	2109/-
13	Ms. Lahane Manisha	Study on the degradation of polyaromatic hydrocarbons by mixed culture isolated from oil contaminated soil	KH_2PO_4, Na_2HPO_4, $(NH_41)_2SO_4$, $Mgso_4$ $1H_2o$, $CACL_2$, $Feso_4$, Anthracane,	1980/-

			naphthalene, methanol	
14	Ms. Khandale Madhuri V	Analysis of different extracts of T. cordifolia against human pathogen	Nutrient agar, PDA, Bismuth sulfite agar	1403/-
15	Ms. Sanga Dapali Anil	Callus Culture Study in Dendrocalamus strictus	HgCl$_2$, Agar-agar, Surose, 2, 4–D, BAP, NAA, MS medium.	1109/-

College has funded Rs. 40,229 for these projects.

Total worth of Rs. 85, 399 amount was funded by the college for projects in academic year 2008-09 and 2009-10 for Department of Biotechnology and Computer Science.

3.2.3 What are the major achievements of the research activities of the institution (findings contributed to subject knowledge, to the Industry needs, community development, patents etc.)?

The research carried out by various faculties has been beneficial for the scientific community and industry and to some extent, the community at large. The following are the major achievements of the research activities of the institution-

- Mr.S.S.Chowhan and Mrs. Sakhare have published their research papers in international journals.

- Mr. S. S. Chowhan "Spatial Temporal Adaptive Classifier for Iris Patterns" International Journal of Computer Science & Application-2010, issue no. 1, pp. 10-15, ISSN: 0974-0767.

- Dr. U. B. Sakhare "Biochemical & physiological alternations in Pisum Sativum following Aluminium toxicity & Amelioration by Silicon" Cell & Tissue ResearchVol.6(1) ,549-553 Jan 2006 ,ISSN:0973-0028.

- As a part of research activity our research committee promotes major and minor projects to be submitted to various agencies. As a result, now the college has got sanction for one major and eleven minor research projects worth Rs. 22, 09,800.

- 10 Faculty members are pursuing their Ph.D's.

- Total nine faculty members are awarded M.Phil. and nine are pursuing their M.Phil.

3.2.4 *Are there research papers published in refereed journals by the faculty? If yes, give details for the last five years including citation index and impact factor.*

Yes, the following list shows details about the research papers published in referred journals with impact factor and citation index, wherever available.

International Journals

- Mr. S S Chowhan "Spatial Temporal Adaptive Classifier for Iris Patterns" International Journal of Computer Science & Application-2010, issue no. 1, pp. 10-15, ISSN: 0974-0767.

- Dr. U. B. Sakhare "Biochemical & physiological alternations in Pisum Sativum following Aluminium toxicity & Amelioration by Silicon" Cell & Tissue Research Vol.6(1) ,549-553, Jan 2006, ISSN:0973-0028.

3.2.5 Give list of publications of the faculty.

Books: Three books are published.

Title of the Book	Name of faculty	Publishers
1) DBMS concepts with FoxPro Programming 2) DOS & Windows Operating System	Mr. A. S. Shinde, Mr. V. D. Patil and Smt R. B. Shinde	Shruti Publication, Hrishikunj, Pashupatinath Nagar, Behind Community Hall, Ausa Road, Latur
3)Fundamentals of Discrete Mathematics	Mr. S.R. Mane and Mr. B. R. Wadkar	Shruti Publication, Hrishikunj, Pashupatinath Nagar, Behind Community Hall, Ausa Road, Latur

Conference/Seminar Proceedings:

1. Mr. S. S. Chowhan

International Level

1. S.S.Chowhan and G.N.Shinde "Iris Biometrics Recognition Application in Security Management," CISP-2008, China/IEEE-explorer/sania/china.

2. S.S.Chowhan and G.N.Shinde "Evaluation of Statistical Feature Encoding Techniques on Iris images", CSIE-2009, IEEE-explorer Los Angeles, USA .

3. M.H.Kondekar and S.S.Chowhan."Bayesian Regularization EBPTA for fingerprint authentication,"Second International Conference - ACVIT-09.

4. S.S.Chowhan and G.N.Shinde "Spatial-Temporal Adaptive Classifer for Iris patterns", IJCSA-2010(International Journal of Computer Science and Application). ISSN No. 0974-0767.

National Level

5. S.S.Chowhan and M.H.Kondekar "Bioinformatics as a potential tool for Genomic Sequence & Structural Analysis," ETBTME 29, 30 Sept-2007.

6. S.S.Chowhan and M.H.Kondekar "ANN Approach for Bioinformatics in Sequences Analysis & Classification," ETBTME 29, 30 Sept-2007.

7. S.S.Chowhan and M.H.Kondekar "Effect of Biometric Technology for Human Identification using Iris patterns," RTICT 2009, 20-21-March-09, Sathyamangalam, Erode Dist.,Tamilnadu-638401.

8. S.S.Chowhan and I.M.Kazi " Systematic Comparisons and Analysis of MRI Brain Segmentation," NCCOITBT-2009 27th & 28th Feb-09.

2. Mr. M. H. Kondekar

International Level

1. M.H.Kondekar and S.S.Chowhan."Bayesian Regularization EBPTA for fingerprint authentication,"Second International Conference - ACVIT-09.

National Level

2. M.H.Kondekar and S.S.Chowhan "Bioinformatics as a potential tool for Genomic Sequence & Structural Analysis," ETBTME 29, 30 Sept-2007.

3. M.H.Kondekar and S.S.Chowhan"ANN Approach for Bioinformatics in Sequences Analysis & Classification," ETBTME 29, 30 Sept-2007.

4. M.H.Kondekar and S.S.Chowhan"Effect of Biometric Technology for Human Identification using Iris patterns," RTICT 2009, 20-21-March-09, Sathyamangalam, Erode Dist.,Tamilnadu-638401.

3. Mr. N. S. Zulpe

International Level

1. N S Zulpe, V P Pawar "The Semiautomatic Brain Tumor Segmentation of the MRI Images Using Watershed Transformation", RTSCIT-09, January 09-10,2010.

National Level

2. N S Zulpe, N D Jagtap, M H Kondekar "An Off-line Signature Verification System Using Segmentation and HMM Model", CSAIT-08, Feb 18,19-2008.

3. **Mr. Kazi I.A. M. A.**

National level

1. S.S.Chowhan and I.M.Kazi " Systematic Comparisons and Analysis of MRI Brain Segmentation," NCCOITBT-2009 27th & 28th Feb-09.

4. **Miss A. R. Bajaj & Miss J. N. Dangat**

1. Ms.A.R. Bajaj & Ms.J.N. Dangat "An Off-line character recognition using neural network", CSAIT-08, Feb 18,19-2008.

Software packages or other learning materials:

Mr. S. S. Chowhan has developed E-Learning Package for subject ORACLE for UG and PG courses using Macromedia captivate software. The exe files are provided to students which they can listen and watch at their home also.

3.3   Consultancy

3.3.1   List the broad areas of consultancy services provided by the Institution during the last five years (free of cost and/or remunerative). Who are the beneficiaries of such consultancy?

The college has the consultancy services. No Revenue is generated as services are offered for mutual help. Besides this college offers Informal consultancy to farmers.

List of consultancy services is as follows:

Biofertilizer: We provide the biofertilizer (Rhizobium & PSM) and give guidelines regarding application in the field, which is provided to the farmer Shri. Prabhakar Mahadev Swami, Wadawal Tq. Chakur, Dist. Latur.

Biopesticide : We provide the biopesticide (Tricoderma, Bacillus thurengiensis) and give the guidelines. We provided this to Shri. Dayanand Manmath Patil at.post. Walandi Tq. Devani dist. Latur.

Edible Mushroom Cultivation: We guide the farmers regarding edible Mushroom cultivation.

Vermiculture : We guide the farmers how to produce vermicompost, vermiwash in the field.

Water analysis: We check potability and contamination of water in nearby villages.

Farmers of the nearby villages are the beneficiaries of such consultancy.

3.3.2 *How does the institution publicize the expertise available for consultancy services?*

Most of the students are from rural areas. The institution distributes the Pamphlets to the students and thus the information of consultancy services reaches to the farmers. Banners are also displayed outside the college. The farmers approach the faculty members, discuss their problems and find the necessary solution. Sometimes the faculty members of Biotechnology visit their farms.

Also, the college makes efforts to propagate the support services through public meetings/ in the social annual gathering/ parent-teacher interaction.

3.3.3 *How does the institution reward the staff for the consultation provided by them?*

The lecturers who offer Consultancy services are felicitated on the occasion of teacher's day (5th September) by giving certificates.

3.3.4 *How does the institution utilize the revenue generated through consultancy services?*

No Revenue is generated through consultancy services, because they are offered free of cost for mutual help.

3.4 Extension Activities:

3.4.1 How does the institution promote the participation of students and faculty in extension activities? (NSS, NCC, YRC and other NGOs) :

At the beginning of the academic year, the in-charge teachers of extension activities, co-curricular, curricular activities present a small briefing about different activities to be conducted during the entire year.

The programme officer circulates notice to inform the students about extension activities. Besides, the senior NSS volunteers explain importance of various extension activities and encourage the freshers to join the NSS. Then the students approach the in-charge teacher and register their names for the activity. Their involvement and contribution is appreciated and rewarded. According to one of the rules of this institution, participation in NSS is necessary for receiving COCSIT SHREE, the best student award.

The NSS unit in the college organizes activities in and around Latur. The students participate in activities like blood donation, blood group detection; anti-AIDS drive, cleaning the streets in villages, planting trees, environmental awareness, Celebration of birth and death anniversaries of the great national heroes and the social reformers etc. Vermi composting has been started in the Department of Biotechnology as the extension activity.

3.4.2 *What are the outreach programmes organized by the institution? How are they integrated with the academic curricula?*

Students of computer science taught basic computer skills to students of *Chata,* a village in Latur Tehsil. The following table shows the details of NSS camp organized by college:

Academic year	Date	Name of the village
2003-2004	16-12-2003 to 25-12-2003	Chata
2004-2005	12-12-2004 to 21-12-2004	Zari (Khurd)
2005-2006	09-12-2005 to 18-12-2005	Bori
2006-2007	25-11-2006 to 04-12-2006	Bhatangali
2007-2008	16-12-2007 to 25-12-2007	Hasegaon
2008-2009	20-12-2008 to 26-12-2008	Hasegaon
2009-2010	17-12-2009 to 23-12-2009	Mahapur

The faculty members and students of Biotechnology department visit the farms and bring the samples of soil and water for analysis which is very useful for student as well as farmers. The students of M.Sc. (BT) S.Y. can use it for writing their dissertation report for partial fulfillment of their master degree. The students of B.T. also prepare Biofertilizer and Biopesticide cultures which can be applied in the field. It helps the farmers to increase the soil fertility.

3.4.3 How does the institution promote college-neighbourhood network in which students acquire attitude for service and training, contributive to community development?

The college, being a pioneer in educational sector, has contributed a lot to the educational development of the region. The college, through its NSS activities, has significantly contributed to the development of near by rural areas.

The NSS programme officers and other teachers of the college deliver lectures especially on the topics like disaster management, water literacy, leadership qualities, personality development etc. Street plays are also organized to spread awareness programmes which may help in Community building.

Following are the activities promoted by the college through which students acquire attitude to contribute to community development.

- Blood donation camp conducted by NSS and biotech department
- Participation in AIDS awareness rally.
- Organization of anti-superstition programmes on various occasions
- Health awareness programme
- Adolescent help programme

3.4.4 *What are the initiatives taken by the institution to have a partnership with University / Research institutions / Industries / NGOs etc. for extension activities?*

Following are the initiatives taken by institution to have partnership with Research institutions / Industries / NGOs etc. for extension activities.

- Partnership with MKCl, Pune

- Partnership with Vritti Solutions Ltd. Pune

- Partnership with CISCO

- Partnership with IBM

- Partnership with ORACLE

- Partnership with MBF Pvt. Ltd.

The college encourages interaction between NSS Programme Officer of other colleges. This type of interaction takes place between teaching community. These members express their expectations from the college and further deliberations with the authorities lead to partnership and joint programmes. The college, through its NSS works with *Amhi Sevak* At.Post. Hasegaon Tq. Ausa Dist. Latur and *Bhalchandra Blood Bank.*

This activity has helped hundreds of emergency patients. Teaching/ non-teaching staff keep a record of volunteer blood donors (with their blood group).

3.4.5 *How has the local community benefited by the institution? (Contribution of the institution through various extension activities, outreach programmes, partnering with NGOs and GOs)*

The NSS camp was arranged at **Mauje Mahapur** on **17-12-09 to 23-12-09** by our college. Various cultural and social programmes were carried out during this camp.

Cleaning of the *Math*:

The students cleaned the area of the *Math* of this village on the very first day of the camp. Seeing this, the villagers also joined this cleaning programme.

Awareness about Blind Faith:

The awareness programmes about the **blind faiths and unwanted religious practices** were conducted every day in the evening.

Patha Natya:

The students arranged the **road shows** to spread awareness about **AIDS** among the villagers, particularly the youths. During this, the students of the college enacted and showed them how the disease is caught and what are reasons and the symptoms of the disease.

Vruksharopan:

Besides, information about the usefulness of **Vruksharopan** i.e. the plantaion of trees was given to the people. Students went to the villagers houses and convinced them that trees are important.

Drainage Cleaning and Awareness about the ill-effects of Open defecation:

The volunteers **cleaned the drainages** in the villages. The villagers too joined them and as a result, they started cleaning the area and the drainages regularly. The volunteers guided the **farmers to make their villages free from open defecation**. The villagers showed their readiness to build sanitary buildings. Some villagers decided to build toilets immediately.

Thus, the social work was carried out by the students and awareness was created among the villagers of Mahapur.

Contribution of the institution through various extension activities, outreach programmes towards community development are as follows:

- Blood donation camps conducted by colleges

- Participation in Anti superstition programs

- Vermicomposting has been started in the Department of Biotechnology as an extension activity.

- Last year Cleanliness drive was implemented in the village Mahapur. Later on Sarpanch of Mahapur invited us and expressed his gratefulness with the help of a letter.

- In NSS camp total 40 soak pits were prepared for sanitation

- Roads prepared/constructed /repaired in villages by NSS students

- Social and National awareness function by NSS

  - National days celebration (26th January & 15th august)

  - Marthwada Mukti Sangram day

  - Birth and death anniversary of National Heroes

- Donation to earth quake disasters in Gujrath to District Collector, Latur

3.4.6 *How has the institution involved the community in its extension activities? (Community participation in institutional development, institution-community networking etc.)*

The college has made an invaluable contribution to community development by organizing and imparting training/ awareness programs.

Various programs have been conducted such as:

- Free medical checkup camp

- Anti-AIDS drive

- Blood group detection for college students and staff.

- Eye checkup for students.

- NSS unit under takes program such as cleanliness, sanitation, plantation road making in which help of villagers and gram panchayat is taken.

- Local people are made aware of our institute program for their welfare.

- The information about these programs is given through mouth publicity. At the same time notice is displayed on the Gram Panchayat notice board.

3.4.7 Any awards or recognition received by the faculty / students / Institution for the extension activities?

Following are the awards or recognition received by faculty /students/ for the extension activities

- The college has received the **Letter of Honour** (Gourav Patra) from **Sampoorna Swachchata Abhiyan, Z. P. Latur** for the programme of cleanliness taken up by NSS unit in the college.

- Sarpanch of Mahapur and Bori Village have given appreciation letter to NSS Programme officer

3.5 Collaborations:

3.5.1 Give details of the collaborative activities of the institution with the following organizations: Local bodies/ community:

The college has National/ International collaborations with

- **Natural Sugar Allied Industry, Ranjani**;

- Dr. Gopaljee Jha,**Institute of Himalayan Bioresources Technology** (IHBT) CSIR is underway;

- Dr. Jin Junfei, Prof. **Medical University of Nanjing,China** is underway.

- **State: College proposes of co-laboratory with ETH led Padmshree Dr. Vijay Bhatkar**

- **National:** IBM Mainframe training Bangalore

- **International:** The institution proposes to work in various disciplines of Biotechnology including Lipid Biochemistry, Cancer Biology and Cell biology in collaboration with Dr. Jin Junfei, ,Prof. Medical University of Nanjing, China, and Vritti Solutions, Pune For AS400 Development and Administration.

- **Industry:** The institution has initiated collaboration to work in the field of Biotechnology for Biocomposting and waste water treatment in order to workout solutions for the pressing problems in this field. For this purpose the institution has modalities are being worked out with Natural Sugar and Allied Industries, Ranjani.

- **Service Sector:** NIL

- **Agriculture Sector:** The collaborative activity was organized in association with Barwale Foundation Study and Knowledge Centre, Jalna and the Department of BT, COCSIT Latur. The main theme of this activity is to provide platform for Bioscience Education in the Marathwada region. The aim of this programme is to know the position and status of Bioscience Education in Marathwada region.

- At present we are not involved in any collaborative research project but in near future we are going to start research projects with some organizations. Our students will be benefitted by such collaborations.

3.5.2 *How has the institution benefited from the collaboration?*

The college has certainly benefited from the collaboration with various agencies / institutes/ bodies/ organisations.

Curriculum development: The College has benefited from the academic exchanges. The educational concepts implemented in other institutes have helped the college in many ways e.g. while framing the syllabus of UG and PG courses.

Internship: Students of M.Sc. (Biotech) are sent to NCL, Uruli Kanchan, Pune; Dept. of Biotech.

On-the-job training: The students of Computer Science are sent to Vritti Solutions, Pune.

Faculty exchange and development: This has become a new practice of the college. The most recent example is the academic exchange between the faculties of Computer Science and Biotechnology on one hand and the faculties of Vivekanand College, Udgir and Yashwant College, Parbhani. These types of exchange are going to be a permanent feature of the college. They also include demonstration of practical skills in the partner institution.

Research: Research activity has added a lot to the intellectual development in the college. Computer Science and Biotechnology departments benefited as a result research centers University.

Extension: Extension activities have given exposure and experience to our students and faculty. The college could inculcate a value system among the students. Students conducted health related campaigns in the villages have strengthened the bonds; and the service in turn has elevated the status of the college and its good will.

Publication: Due to collaboration with research institutes and organizations, SGGS, Naded, Indira Gandhi College, CIDCO, Nanded, Sidhant Institute of Technology and Management, Pune the publication output has increased as also the quality of research output.

Student Placement: Syntel Private Ltd Pune and Virtti solutions Pvt ltd pune

3.5.3 *Does the institution have any MoU/MoC / mutually beneficial agreements signed with other academic institutions?*

The institution has MOU with Swami Vivekanand Mahavidyalaya, Udgir and Yashwant College, Parbhani. The teachers of our institution visit these colleges and guide their students for research work. Our research labs and instruments can be used by their students. Even their labs and instruments are used by our students and teachers.

Industry:

- Collaboration with Vritti Solution for IBM training, AS400 Development and Administration.

- Collaboration with ORACLE for OCA and OCP training.

- Collaboration with CICSO for CCNA training.

- Collaboration with NSAI sugar Industry, Ranjni is underway.

3.6 Best Practices in Research, Consultancy and Extension

3.6.1 What are the significant innovations / good practices in Research, Consultancy and Extension activities of the institution?

- Research projects sponsored by UGC and HRD.

- Financial assistance to faculty for publication of papers in foreign journals.

- Faculties are given leave for field work, lab consultancy and library visits.

- For experimental work, the laboratories are kept open round the clock when essential. Instruments are shared for research activity within the campus.

- Research labs and instruments are shared with various organizations/institutes.

- The college encourages the consultancy providers by felicitating them on the occasion of Teacher's day.

- Providing Research funds for completing the projects to PG students.

- Free of cost consultancy service provided to the farmers of near by villages.

- Computer literacy programmes are arranged in NSS camp

- The institution arranges seminar, workshops and guest lectures on various research topics for both Computer Science and Biotechnology.

- Seed Money for undertaking Research work.

Criterion IV: Infrastructure and Learning Resources

4.1   Physical Facilities

4.1.1   *What are the infrastructure facilities available for (a) Academic activities, (b) curricular activities? (c) Co-curricular activities?*

The College has four storeyed building, complete about in all respects, with 74 halls, available for academic curricular and co-curricular activities departments, class rooms, laboratories, sports unit, staff-rooms, ladies room, Electricity Backup Room (UPS Room), the central library, toilet blocks, etc..

a) **Infrastructure facilities available for Academic Activities**:

The infrastructural facilities available for academic activities on the main campus are as follows:

Sr. No.	Infrastructure	Number
1	Administrative Cabins	2
2	Boys Tiffin room	1
3	CD/DVD ROM	21
4	Departmental Libraries	7
5	DG sets/ Power generators	1
6	Digital Cameras	1
7	Examination office	1
8	Health Care Centre	1

9	HoD Cabins	7
10	Laboratories	18
11	Ladies room	1
12	Lap Tops	1
13	LCDs Projector	5
14	Lecture Halls	30
15	Library and Reading Rooms	2
16	Office	1
17	OHP	1
18	Public Address System	1
19	Teachers Common Rooms	2
20	Video Cameras	1
21	Water Purifier units	1
22	Web Cameras	3

The number of books available in each departmental library is as follows:

Name of Department	Books available in Main Library	Books kept in the Departmental Library	Total Books
Biotechnology	739	200	939
Computer Science	2610	200	2810
Computer Application	2600	200	2800
Computer Management	1216	200	1416
Languages	214	50	264
Mathematics & Statistics	120	15	135
Other Books	-	-	180
Total	**-**	**-**	**8544**

b) **Infrastructure facilities available for Co-curricular activities:**

Co-curricular activities are conducted in the Seminar Hall, the Group Discussion Hall as well as in the Open Auditorium. Following are the infrastructural facilities available:

1. Ladies Hostel

2. Open Auditorium

3. Reprographic unit

4. E-learning centre

5. Remedial coaching for SC/ST and Minorities

6. Broad band internet and VPN connectivity

c)   Infrastructure facilities available for Extra-curricular activities and Sports:

We have the Open auditorium; the Sports Hall and the play ground (measuring about 75000 square feet) for the cultural activities, annual social gathering, sports events and various other competitions.

4.1.2   Enclose the Master Plan of the college campus indicating the existing physical infrastructure and the projected future expansions.

The master plan of the institution indicating the existing physical facilities and the projected future expansions is enclosed herewith. The college proposes to launch the Business Management Courses in near future and provide a separate building for the same on the space adjacent to the present building.

4.1.3   Has the institution augmented the infrastructure to keep pace with its academic growth? If yes, specify the facilities and the amount spent during the last five years.

We started our college in a small rented building in 2001. Thereafter the strength of our students went up exponentially as shown in the following graph:

Student Strength
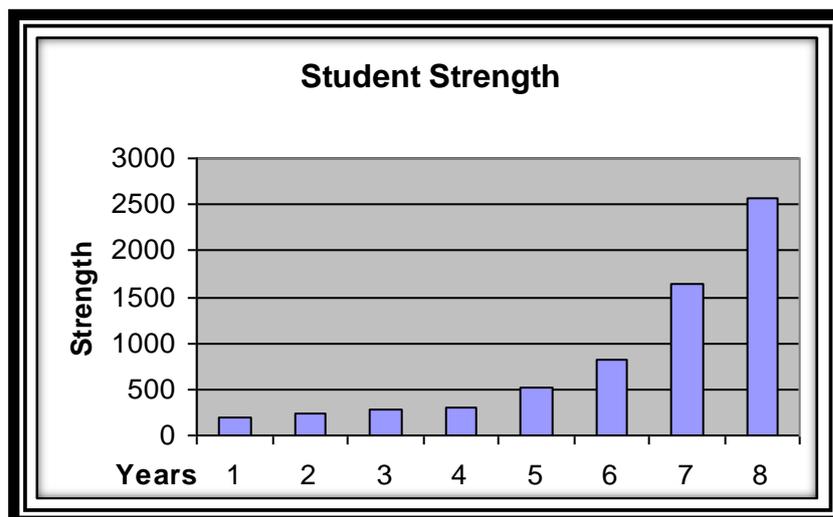
Therefore, we had to increase the accommodation by adding class-rooms and floors to the then existing building. Now, the college was very recently (in 2009-10) shifted to its own building. We believe that the students should get spacious class rooms, library, reading room, seminar hall, play ground, ladies room, staff rooms, departments, laboratories, etc. The amount spent during last five years is given below:

Sr. No	Particulars	2008 -2009	2007 -2008	2006-2007	2005- 2004	2004-2003
1	Computers	5,23,579	13,84,140	10,37,935	2,02,332	1,66,680
2	Library (only Books)	2,26,323	7,19,807	6,68,337	2,17,059	80,555
3	Biotech Labs	65,014	26,140	2,56,884	--	6,09,478
4	Physical facilities	4,78,60,8709	16,71,3259	80,22,666	3,16,796	4,79,987
5	Total	4,86,23,625	18,84,3346	99,85,822	7,36,187	13,36,700

4.1.4 *Does the institution provide facilities like common room, separate rest rooms for women students and staff?*

Yes, we have two spacious staff rooms for Computer Science and Biotechnology staff. Also we have separate rest rooms for women students and staff.

4.1.5 *How does the institution plan and ensure that the available infrastructure is optimally utilized?*

The available infrastructure is optimally used. The theory lectures and practical sessions are conducted in two shifts from 8.00 am till 6.00 pm. Besides, the University and other government/public examinations are conducted on Sundays also. MBA of Annamalai University, Chennai and of Yashwantrao Chavan Maharashtra Open University, Nashik are run in the same building. In addition to this, the college infrastructure (Class rooms and laboratories) is used for trainings for CISCO, ORACLE, IBM Mainframe, Cyber Security Certifications, etc. The College infrastructure is efficiently used for Research activities in Computer Science and Biotechnology.

Besides, the college has five LCD projectors which are being utilized for theory and practicals. The college also has one OHP projector which is utilized by Biotechnology Department.

Similarly classrooms and laboratories are also engaged from 5:00pm to 7:00pm for Oracle and Cisco training, after regular working hours. College office also remains open Sundays and public holidays.

4.1.6 *How does the institution ensure that the infrastructure facilities meet the requirements of the differently-abled students?*

Presently, only one differently-abled student is studying in our college. For his convenience the lectures of his class are arranged on the ground floor. In days of examination too the differently abled student is helped to take his examination on the ground floor. In the days to come, the college shall have the lift facility and ramp for the differently abled students and aged people.

4.2 Maintenance of Infrastructure

4.2.1 *What is the budget allocation for the maintenance of (Last year data)*

The Budget allocation for the maintenance of the infrastructure for the year **2008-09** is as given below:

Head	Budget allocation
Land	35,000/-
Building	7,00,000/-
Furniture	1,00,000/-
Computers and UPS Systems	8,00,000/-

4.2.2 *How does the institution ensure optimal utilization of budget allocated for various activities?*

The college has laid down a definite system for budget allocation and its maximum utilization. After internal discussion, the local governing council decides the budget requirement for next financial year.

Budget is allocated in the beginning of every year for maintenance of infrastructure, library, departments, all activities such as Seminars, Conferences, Annual social gathering, etc. If the expenditure is more than the allocated one, the institution bears it. The money is released from the office which later verifies the expenditure reports.

Head	Budget utilized (In Rs.)
Land	30,000/-
Building	7,00,000/-
Furniture	1,00,000/-
Computers	8,00,000/-

4.2.3 *Does the institution appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained?*

The maintenance of the building is done by the staff appointed by the institution. There are four staff members for lab-maintenance, four for electrical works, two scavengers and the supporting staff for cleanliness. The college has recently started earn while learn scheme for students with effect from July 2010 through which the cleanliness, gardening work, office and library work can be done.

Besides, in our college there is a **Workshop/Instrumentation Centre** for maintenance and repair of the computer systems. A network administrator and his assistants keep the computer labs well maintained.

So far as Biotechnology is concerned, the minor problems are solved locally and for major repairing problems, the services are hired from the technical experts or suppliers themselves.

4.3   Library as a Learning Resource

4.3.1   Does the library have a Library Advisory Committee? What are its major responsibilities?

The college has a Library Advisory Committee, the constitution of which is as under:

1	Chairman	Principal
2	Secretary	Chief Librarian
3	Member	Vice Principal
4	Member	HOD of Computer Science
5	Member	HOD of Computer Management
6	Member	HOD of Computer Application
7	Member	HOD of Biotechnology
8	Member	HOD of English
9	Member	HOD of Mathematics
10	Member	Student Representative

The major responsibilities of the Library Advisory committee are:

- To advise library management on the acquisition of journals, books, maps, documents, and electronic resources.

- To advise library management on the weeding of journals, books, maps, documents, and electronic resources.

- To assist library management in formulating and executing programs designed to increase the employees' awareness and effective usage of library resources and services.

- To work out the required budget for the academic year and put the required orders to the different book sellers.

- Maintenance of materials by pest control

- Exploring possibilities of establishing academic ties with other libraries.

- Maintaining balance between growth of students, teachers and library resources.

- To transform the traditional nature of library into a modern one by introducing recent devices.

4.3.2   *How does the library ensure access, use and security of materials?*

In our library there are 8539 books. Our library is partially automated with the SOUL software. Bar-coding of entire library is completed. OPAC system is introduced on which students can check about any book of interest whether it is available or issued. The books are issued to the students on presenting their Borrowers Card. The students can keep the books with them for eight days. They have then to return the books or if required they can be renewed for another eight days. In this way it is ensured that

maximum number of books reach maximum number of students. The staff has open access to library and reading room. The staff members can borrow the books from library as and when required and at the end of every semester they have to return the books borrowed.

The books are kept secure from the worms and dust by regular maintenance. For security and safety of materials and books, fumigation is done periodically and cleanliness is maintained. In case of unexpected fire, the fire extinguishers are available in the library. If the books are too old, they are properly bound. While returning the books the pages are checked.

4.3.3 What are the various support facilities available in the library? (Computers, internet, band width, reprographic facilities etc.)

The support facilities available in the library are computers in LAN, broad band internet connectivity, paper clipping. Facility of reprography is also available in the library for procuring the additional copies of out- of- print books at no loss no profit basis.

4.3.4 *How does the library ensure purchase and use of current titles, important journals and other reading materials? Specify the amount spent on new books and journals during the last five years.*

At the beginning of every semester, library circulates a notice to all HOD's and the staff about requirements of new books, journals and other reference material. In response to the notice, all HOD's convey their requirement in writing. The members of the *Library Advisory Committee* consider the requirement and accordingly give formal sanction for purchase. The librarian puts the purchase order after going through catalogues and quotations demanded from book sellers. For current titles and journals the librarian refers OCLC(Online Catalogue Services).

The total amount spent on new books and journals during the last five years is Rs. 19744025.00. The details of expenditure is as given in the following table:

Academic year	Amount spent on new books
2008-9	2,26,323.00
2007-8	7,19,807.00
2006-7	6,68,337.00
2005-6	2,49,003.00
2004-5	80,555.27
Total	**19,74,4025.00**

4.3.6 Give details on the access of the on-line and Internet services in the library to the students and faculty? (hours, frequency of use , subscriptions, licensed software etc.,).

The internet facility is available in the library for the staff and students from 8.00 am to 8.00 pm. This facility is available on ten computers. The students are given the internet access cards. As per the availability of the computer systems, the students are allotted the internet access. As per the requirement of the staff, the systems are made available for internet access.

E-learning centre is open from 8.00 am to 5.00 pm. There is no entry fee. On an average 100 students visit the e-learning centre daily. Teachers can access internet in their department through broad band and VPN. The college has broad band internet connection and four VPN connections subscription. The same facility with further addition of broad band and VPN conection will be continued in future. The college has following licensed software:

Sr No	SOFTWARES	No. of Users
1	Office 2003	1
2	Office XP Professionals	1
3	Windows XP Professional	1
4	Windows Server 2003	1
5	Windows 2000 Server	1
6	Turbo C++ Suite	1
7	Net Protector	3
S	Corel DRAW Graphic Suite 12	1
9	Java 2 Platform Ver 1.0	1
10	Visual Studio .Net 2003	1
11	MSDN. Net 2003	1
12	Oracle Personal Edition 9i	1
13	Oracle Personal Edition 10g	1
14	Tally ERP 9	1
15	Quick Messenger	1
16	SOUL	1
17	ERA	1
18	Microsoft Vista (Provided by MKCL)	1
19	Microsoft Office 2007 (Provided by MKCL)	1
20	Visual Studio 6.0	1
21	Tally.ERP 9.0	1

4.3.7 Are the library services computerized? If yes, to what extent?

Yes, the library is partially computerized. There are five computers in the library and they are in LAN. The record of every book is

maintained through Software of University Libraries (SOUL). Bar-coding is completed. OPAC system is to be used.

4.3.8 *Does the institution make use of INFLIBNET / DELNET/IUC facilities? If yes, give details.*

Yes, the library is using SOUL software of INFLIBNET for automating in-house activities and services of the library.

The Online Public Access Catalogue (OPAC) will be made available to the users to identify the status of availability of books in the library. College proposes to have MOU with DELNET.

4.3.9 *What initiatives are taken by the library staff to enrich the faculty and students with its latest acquisitions?*

When library acquires new material, books, CD's or Journals, they are displayed on Board of New Arrivals at a prominent place in the library. Informally, the librarian briefs the concerned staff and students about the new arrivals in his/her subject at the time of circulation of books.

The library has taken following initiatives for the benefit of library users:

- Besides the central library, departmental libraries were established in all departments.

- Digitization of library has been done with the help of bar coding

- Books costing **Rs/- 946130** have been purchased for UG and PG during last two years

4.3.10 *Does the library have interlibrary borrowing facility? If yes, give details of the facility?*

Yes, The College has interlibrary borrowing facility. It has an MoU with the Chhatrapati Shivaji Wachanalaya, Latur. However, most of the books are made available in the library by the college on its own.

4.3.11 *What are the special facilities offered by the library to the visually- and physically- challenged persons?*

Currently, there are no visually challenged students in the college. There is only one physically challenged student who is specially attended to by our staff and his demands are fulfilled.

4.3.12 *List the infrastructural development of the library over the last two years.*

Following table represents infrastructural development of the library over last two years.

Infrastructure Item	Available before two years	Available in 2007-08	Available in 2008-09
Size of Library	2000 Sq. ft.	2000 Sq. ft.	3558 Sq. ft.
Size of reading room	1000 Sq. ft.	1000 Sq. ft.	1014 Sq. ft.
Capacity of reading room	100	100	100
Number of racks	Book Case : 12 Rack : 10	Book Case : 12 Rack : 17	Book Case : 12 Rack : 24 Office cupboard : 1
Number of computers	2	4	5
Type of internet facility	Dial Up	Broadband	Broadband
Reprography Facilty	-	-	Available

4.3.13 *What other information services are provided by the library to its users?*

The library provides following services to its users:

- Circulation Service

- Clipping Service

- Reprography Service

- OPAC Service

- Reading Room

- Night Reading Room Facility

- Bibliographic compilation Service

- Internet Service

4.4   ICT as a learning resource

4.4.1   Does the Institution have up-to-date computer facility? If yes, give details on the available hardware and software (Number of computers, computer-students   ratio, stand alone facility, LAN facility, configuration, licensed software etc.)

Yes, the Institution has up-to-date computer facility. There are 265 computers in the laboratories interconnected by LAN**.** To connect all systems we use CAT-5 cables using Fast Ethernet Network Interface Card (NIC) with 100 Mbps speed with 12 different port switches (8-port, 16-port, and 24-port). Also, we have 16 Dot-Matrix printers, 2 Laser printers, 1 USB Scanner, 3 Routers and 2 Access points.

All these resources have the power backup. The electricity backup unit in our college contains 11 UPS (5 KV, 7.5 KV, 10 KV) along with 172 batteries (12 KV each) and 4 Inverters of 1400 watts.

Department	No. of Computers	Stand alone facility	LCD	Printer	Laptop	Internet connection	Scanner
CS/CA/CM/ IT.	4	4	4	4	-	Broadband	-
Biotechnology	4	-	-	1	-	Broadband	-
E-learning /NRC	10	-	-	1	-	VPN	-
Library	5	-	-	1	-	Broadband	-
Office	7	-	-	2(Laser)	`	Broadband	1

NAAC Cell	1	-	-	1	-	Broadband	-
Lab	240	-	-	12	-	Broadband	-
Total	**271**	**4**	**4**	**22**	**-**	**-**	**1**

The computer configurations are as given below:

Sr No	PROCESSOR AND MOTHERBOARD	HARD DISK	RAM	KEYBOARD	MOUSE
1	866 MHz/810	20 GB	64 MB	Logitech	Logitech
2	2.8 GHz / 910 GL	80 GB	1 GB	Logitech	Logitech
3	2.8 Ghz/945 Intel	80 GB	512 Mb	Logitech	Logitech
4	3.0 GHz / 945 Intel	80 GB	1 GB	Logitech	Logitech
5	3.0 GHz/945Intel	160 GB	1 GB	Logitech	Logitech
6	DC2.2GHz/DG 31	160 GB	2 GB	Logitech	Logitech
7	DC2.2.6GHz/DG 31	250 GB	2 GB	Logitech	Logitech

Computer-Students Ratio:

We provide individual PC to every student for conducting their practicals. So the computer- student ratio is 1:1.

List of Licensed software:

There are 20 licensed softwares in the college. The details are as given below:

SR NO	SOFTWARE NAME	MANUFACTURER/ DEVELOPER	NO. OF LICENSES
1	Office 2003	Microsoft	1
2	Office XP Professionals	Microsoft	1
3	Windows XP Professional	Microsoft	1
4	Windows Server 2003	Microsoft	1
5	Windows 2000 Server	Microsoft	1
6	Turbo C++ Suite	Borland	1
7	Net Protector	Lab ©Message Labs Inc.	3
S	Corel DRAW Graphic Suite 12	Corel	1
9	Java 2 Platform Ver 1.0	Sun Micro system	1
10	Visual Studio .Net 2003	Microsoft	1
11	MSDN. Net 2003	Microsoft	1
12	Oracle Personal Edition 9i	Oracle	1
13	Oracle Personal Edition 10g	Oracle	1
14	Tally ERP 9	Tally	1
15	Quick Messenger	Vritti Solutions	1
16	SOUL	INFLIBNET	1

17	ERA	MKCL	1
18	Microsoft Vista (Provided by MKCL)	Microsoft	1
19	Microsoft Office 2007 (Provided by MKCL)	Microsoft	1
20	Visual Studio 6.0	Microsoft	1

4.4.2 *Is there a central computing facility? If yes, how is it utilized for staff to students?*

The structure of Central Computing Facility is as given below.
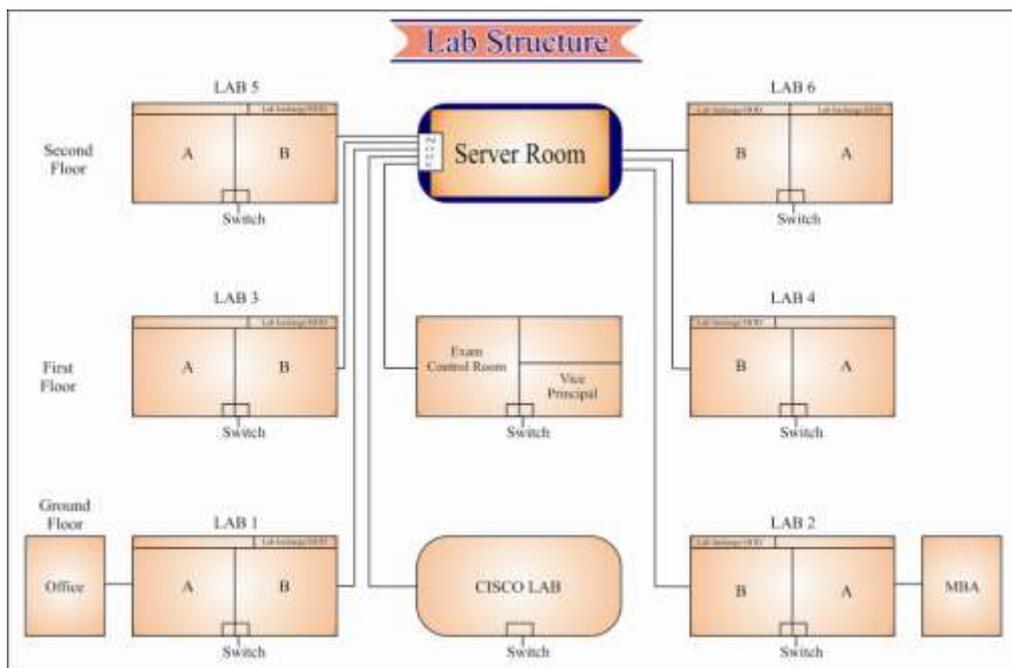
Yes, there is central computing facility. We have maintained one main server and three additional servers which are connected to all 13 Labs, office, departments, library, principal and vice-principal cabins and all the network users including student and staff members can store their important data on this main server.

Students and the staff member are provided Login IDs and password to retrieve and store the data from the server. Network administrator manages this server as well as he is responsible for creating the network users and assigning the privileges and policies to every network user.

4.4.3 *How are the faculty facilitated to prepare computer-aided teaching/ learning materials? What are the facilities available in the college for such efforts?*

There are five LCD Projectors, one OHP and One Digital Camera in our college. The faculty makes extensive use of computers and the above mentioned aids in the preparation of teaching material. Most of the teachers prepare PPT's on various topics/ concepts and use them as teaching tool. Sometimes Internet aided teaching is also practiced by the faculty of the college.

We have 1114 CDs related to the syllabus of computer science and biotechnology is shown to the students whenever required.

4.4.4 Does the Institution have a website? How frequently is it updated? Give details.

Yes, The College has its own website - **www.cocsit.org.in** . The website committee looks after the updating and modification. The committee is as under:

Sr.No.	Name	Designation
1	Faculty Member from Dept. of Computer Science	Chairman
2	Faculty Member from Dept. of Computer Application	Member
3	Faculty Member from Dept. of Computer Management	Member
4	Member from Office	Member
5	Member from Library	Member

Every fortnight / as and when required the committee discusses about: Information pertaining to the college, News and events, staff, alumni, admissions, syllabus, Project synopsis, reports and seminar synopsis, report formats, courses, management, Attendance, results of internal evaluation etc. And it is uploaded on the website.

4.4.5 *How often does the institution plan and upgrade its computer systems? What is the provision made in the annual budget for update, deployment and maintenance of the computers in the institution?*

Mostly, new computers are replaced as per the need, instead of upgrading the systems. If required, minor upgradation are done in case of RAM, CD ROMs, Data Cables etc.

The budget annually spent on the deployment and maintenance of computers is Rs. **50,000**.

4.4.6 *How are the computers and their accessories maintained? (AMC etc.)*

The college has in-house maintenance department to look after the maintenance of computers and their accessories. If there is any major Computer problem which cannot be solved by maintenance department, the repair services are hired from outside. We don't have AMC.

4.5   Other Facilities

4.5.1   Give details of the following facilities:

Capacity of the hostels (to be given separately for boys and Girls)

Our college has Girls Hostel having 85 rooms which can house maximum of 240 girls.

a) **Occupancy:** There are 160 inmates at present.

b) **Rooms in the hostel (to be given separately for boys and Girls):** 82 Room

c) **Recreational facilities**: TV and magazines and news Papers

d) **Sports and Games (Indoor and Outdoor) facilities**: Chess.

e) **Health and Hygiene (Health Care centre, Ambulance, Nurse, Qualified Doctor) (full time/ part time etc.)**

The health centre in the college can give first aid. Dr. Sonali S Kachare visits the college Health Centre every day for one hour. In case of emergency, the assistance of this doctor can be sought urgently.

4.5.2   How does the institution ensure participation of women in intra-and inter- institutional sports competitions and cultural activities?

The college Principal and Professor in-charge of Sports and Cultural Activities encourage women students to take active part in sports and cultural activities in order to develop their overall personality. As a result of which women students are taking active part in sports and cultural activities.

There are a Sports and a Cultural Units which provide sports facility to the girls and arrange competitions in the college. They also give them information about sports competitions and cultural activities and further encourage them to participate.

4.5.3 *Give details of the common facilities available with the Institution (Staff room, day care centre, common room for students, rest rooms, health centre, vehicle parking, guest house, Canteen, telephone, internet cafe, transport, drinking water etc.)*

The facilities available with the institution are:

- There is a common Staff Room.
- Rest Rooms,
- Well organized Vehicle parking for staff/boys/girls,
- There is Canteen which provides tea & snacks ,
- There are VPN and Internet facilities,
- The college is having Maruti van for Transportation purpose,
- The college has separate universities external examination cell
- Drinking water Facility.

4.6   Best Practices in Infrastructure and Learning Resources

4.6.1   What innovations/best practices in 'Infrastructure and Learning Resources' are in vogue or adopted/adapted by the institution?

- Ladies Hostel is situated near the campus in a safe environment.

- There is a parking facility for Boys, Girls and staff. Vehicles are parked in a disciplined manner.

- Reading rooms, ladies hostel and labs are provided with uninterrupted power supply.

- Reading rooms are open on all Sundays and other holidays from 8.00 am to 8:00pm and during examination days till midnight.

- Purified drinking water is available. There is one bore well in the campus.

- Canteen and mess is in the campus.

- Hot water is supplied in the Ladies Hostel through water heater.

- Books returned in the library are thoroughly checked and a fine is charged for missing pages.

- Every year random physical verification is done by the library advisory committee.

- First three academic merit holders are given a complete set of text books for the whole academic year.

- Merit holders in other areas (sports, cultural etc.) are given an additional set of books through library.

- Identity card processing is done in the college.

- Internet access is free to everyone in the campus.

- Stock verification is done every year.

- Optimal Utilization of infrastructure in shifts

- Computerized office

- Broad band internet facility available to students and staff.

- Reprography facility

- We have provided the available infrastructure to various public examinations.

- On weekends and holidays lab facilities, lecture halls including LCD projector, library, study room are made available for extra classes.

5.1 **Student Progression**

5.1.1 **Give the socio-economic profile (General, SC/ST, OBC etc.,) of the Students of the last two batches.**

Our objective is to provide facilities for education and empowerment of youth in our college. The total students' strength for the year 2007-2008 was 1632 and for the year 2008-09, it was 2534. The Socio-economic profile of the same is as illustrated in the following graphs.
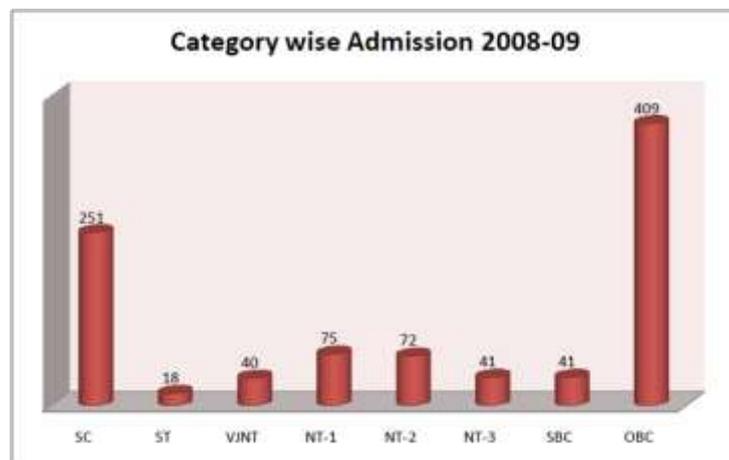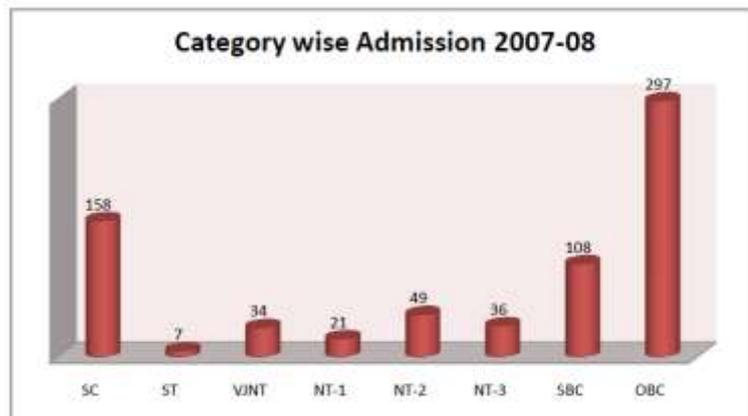
The 90% of the students are from Rural Marathwada region and just 10% are from other regions including other states. About 78% of the students are from Latur District while the remaining 22% come from other districts which are under-developed and rural. The social profile of the students shows that students are from various strata of the society and a majority of them are from socially and economically weaker sections. The academic profile indicates that majority of the students had their earlier education in Marathi Medium.

5.1.2 *What are the efforts made by the Institution to minimize the dropout rate and facilitate the students to complete the course?*

The college has a better tradition of examination results. Every year, our students appear in the university merit list. The passing percentage is quite good. However, a few students who lag behind in their studies are paid more attention. Those who fail in the pre-semester examination are given intensive coaching and have a chamber-room consultation till the semester examination starts. This practice of the institution reduces the number of students who fail. Still, if a few students fail in some subjects and obtain ATKT, they are again given admission to the Remedial Classes. In between, for the students who try to seek admissions to other courses such as D. Ed., B. Ed., we have a special counseling and mentoring center through which we make them understand the importance of our courses and future

opportunities in the market. In this way to some extent we minimize the drop-out rate.

The college has the policy of adopting suitable strategies to provide effective education to heterogeneous and mixed-ability student groups. The committed and caring management and the sincere faculty members take all best possible efforts to facilitate students to complete their education by overcoming their difficulties. If a student decides to drop out / if (s)he is absent for many days, (s)he is contacted and through various ways, such as providing concession in the fee, arranging extra practicals in case of science students, the college enhances students' interest in their studies. We arrange remedial coaching for SC/ST and Minorities. The average success rate of students of UG students in the last 5 years is 85% and the drop-out rate is 3.00%.

5.1.3 *On an average, what percentage of the students progress to further studies and for employment? Give details for the last two years. (UG to PG to Ph.D and /or to employment)*

Since our college runs courses mainly in computer science and biotechnology, most of the students opt for the jobs in the industrial sector after completing their education, which offers them very good compensation. The percentage of the students who have got

employment in 2006-2007 and 2007-2008 is 33 % and 60 % respectively.

As of today, the market situation has been changed and the corporate is demanding young talents, we are motivating our students of all UG to be prepared for the employment by final year. We are also conducting special classes on life skills and GDPI to face the interviews successfully.

However, a few studious boys and girls go for further studies like PG(MBA, MCA), M.Phil. and Ph.D. The college offers PG courses like M.Sc.(CM), M.Sc.(SE), M.Sc.(SAN), M.Sc.(MM) and M.Sc.(BT). The special feature of our college is that it offers its good students teaching jobs in the institution itself. The number of such students who studied in the college and are working in our college in the last two years is 17.

5.1.4 How does the institution facilitate the placement of its outgoing students? What proportion of the graduating students have been employed? (average of last five years)

The college believes not only in quality education but also in helping them find good placements. The college has appointed one Training and Placement Officer (TPO) and has a Placement Cell which consistently tries to find opportunities for our students and inform them in this regard. We groom students in all dimensions by giving them

special training, arranging guest lectures by corporate, conducting personal interviews by the eminent personalities from various sectors and make them placement worthy. We put our efforts in arranging the campus interviews and so far have remained successful in arranging campus by companies like Syntel, and Vritti Solutions. Also, some of the companies such as WIPRO and IBM have arranged Walk-ins for all UG and PG students. As a result, fifty per cent of the outgoing students, not doing PG, are employed in various sectors.

So far we have been successful in placing 30% of our passed out students in IT Sector, Colleges, Banks, Insurance Companies etc.

The table shows details of placement of students in campus interview.

Names of companies	Dates of campus Interviews	Total students registered	No. of students placed
Syntel Pvt. Ltd., Pune	19 May, 2007	500	41
Syntel Pvt. Ltd., Pune	11th August 2007	400	19
Vritti Solutions Pvt. Ltd., Pune	July 2004	300	12

5.1.5 *How does the institution facilitate and support students for appearing and qualifying in various competitive examination? Give details on the number of students coached, appeared and qualified in various competitive examination (Average of last five years) (UGC-CSIR-*

NET, SLET, GATE, CAT, GRE, TOFEL, GMAT, Civil Services-IAS,IPS,IFS, Central/State services etc.)

Ours is a college imparting education in Computer Science and Biotechnology. Hence most of the students find the jobs in the market. Still, a few are interested to take the state and national level competitive examination. The institution encourages its students to appear for various examinations. For this we arrange training for General English, General Aptitude and other subjects. The students are always encouraged to take the competitive examination.

Due to such kind of encouragement, 100 students have appeared for examinations such as NET/SET/CAT till now. One student has qualified the NET examination.

5.1.6 *Give a comparative analysis of the institutional academic performance with reference to other colleges of the affiliating University and the university average. (Pass percentage, Distinctions, Gold medals and University Ranks, Marks obtained in relation to university average etc.(Last five years' data)*

Our institution has a good record of the university examination results. Every year our students appear in the university merit lists. The college has maintained its tradition of excellent results in the university examination and thus continued to carry out its vision. Many times the

entire merit list is occupied by the college even though there are more than 100 such colleges affiliated to the university.

The college has continued the tradition of excellent results in the newly introduced courses as well. The academic performance of the college has continued to be higher than the average percentage of the university. This includes large number of first classes, distinctions and also university rank holders in all the faculties. The following table (A) highlight merit holders and compares college and university results.

The graph given below shows the comparative analysis of the academic performance and the table (B) indicates the performance of our college in university merit list:
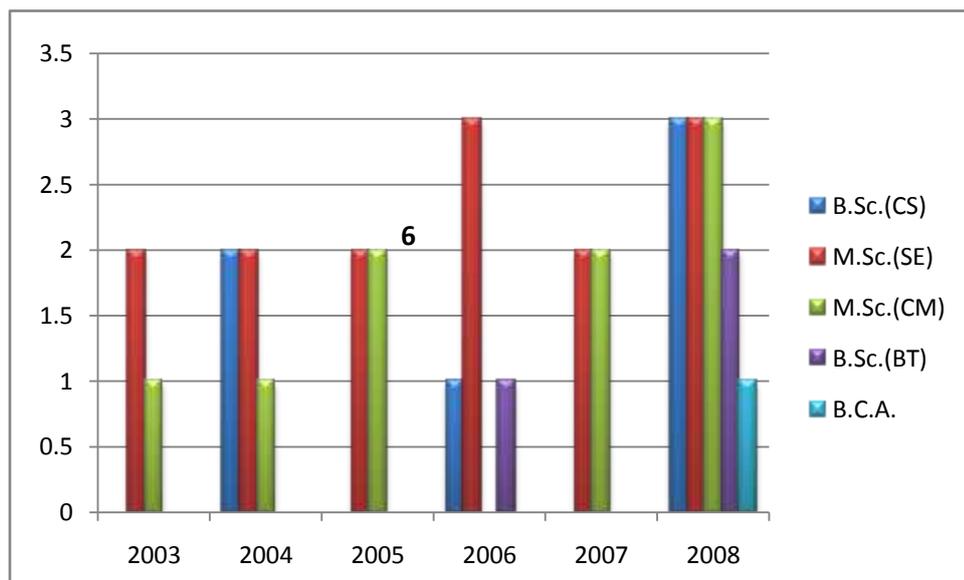
UG PG Merit Students Year Wise

Year	2003	2004	2005	2006	2007	2008
B.Sc.(CS)	2 out of 3	-	-	1 out of 3	-	3 out of 3
B.C.A.	-	-	-	-	-	1 out of 3
B.Sc.(BT)	-	-	-	-	1 out of 3	2 out of 3
M.Sc.(SE)	2 out of 3	2 out of 3	2 out of 3	3 out of 3	2 out of 3	3 out of 3
M.Sc.(CM)	1 out of 3	1 out of 3	2 out of 3	-	2 out of 3	3 out of 3

From 2003 to 2008 university has declared 90 merits for the offered said courses. Out of 90, 33 students of our college appeared in the merit list.

5.2 Student Support

5.2.1 Does the institution publish its updated prospectus, handbook and other student information material annually? If yes, what is the information disseminated to   students through these publications?

Yes, the college publishes its prospectus, Handbook and the brochure through which the students and their parents can access information regarding the Campus, Staff, Courses offered, Syllabus, Scholarships, information about the meritorious students, Placement record and rules and regulations of the institution etc. As per the requirement the information in the prospectus, handbook, and the brochure is updated annually. Besides, the college has its website (http://www.cocsit.org.in

) where information is made available for all. This information is updated weekly. This consists of the information about the college, profile of the passed-out-students who are working in prestigious organizations; also details about the new opportunities for our ongoing students are displayed on the website.

5.2.2 *Does the institution provide financial aid to students? If yes, specify the type and number of scholarships/ free ships given to the students during the last academic year by the institution (other than those provided by the social welfare departments of the State or Central Governments).*

Yes, our institution provides financial aid to the students. This aid is in the form of freeships, which are given to the poor and deserving students from open category. In the last academic year (2007-08) the college has given Rs.5000/ as examination fee concession to 25 students. Besides this the GOI scholarship is also given to backward community students of worth Rs. 1,35,05,870 in academic year 20008-09.

5.2.3 Give details of schemes for student welfare? (Insurance, subsidized canteen facilities, special diets, student counseling support, "earn while you learn" scheme etc.)

Yes, we have canteen facilities, students counseling center and "earn while you learn" scheme for the students. Keeping in mind the hygiene of students, water filters and fans have been provided and canteen committee regularly visits canteen to observe the cleanliness and hygiene condition.

Student Service Centre is established to look after the needs of the students. This centre offers various useful services.

The students belonging to the reserved category are given priority and preference in admissions. They get installments in the payment of fees. "Earn while you learn" scheme is available for the poor and needy students.

5.2.4 What type of support services is available to overseas students?

There are no overseas students at present in our college; however, as and when overseas students join the institution, all the necessary support services will be provided.

5.2.5 Give details of the placement and counseling services for the students?

The college has appointed a Training and Placement Officer (TPO), whose important job is to generate the Requisition Forms for Placement of different companies. Also, the students are trained and encouraged to be self-employed. We display the cutting of the new paper advertisements concerning the job opportunities on the college notice boards.

The college arranged three Campus Interviews by Syntel, Pune and Vritti Solutions, Pune in the last three years in which 60 students were selected.

Following table shows list of students of our college who were selected in the campus interviews.

Sr. No	Name	Class	Recruitment Agency
1	Poonam Kulkarni	MSc(SE)	Syntel Pvt. Ltd., Pune
2	Netaji Kanse	BSc(CS)	Syntel Pvt. Ltd., Pune
3	Meera Sagar	BCA	Syntel Pvt. Ltd., Pune
4	Roopali Kharwade	BCA	Syntel Pvt. Ltd., Pune
5	Mahavir Jain	BCA	Syntel Pvt. Ltd., Pune
6	Heena Patel	BSc(CS)	Syntel Pvt. Ltd., Pune
7	Tejashri Loya	BSc(CS	Syntel Pvt. Ltd., Pune

8	Vijay Kallarkal	BCA	Syntel Pvt. Ltd., Pune
9	Dhwani Seth	BSc(CS)	Syntel Pvt. Ltd., Pune
10	Mayuri Patil	BSc	Syntel Pvt. Ltd., Pune
11	Nagesh Suryavanshi	BSc(CS)	Syntel Pvt. Ltd., Pune
12	Laxmikant Bende	BCA	Syntel Pvt. Ltd., Pune
13	Yasin Shaikh	BCA	Vritti Solutions Pvt.Ltd.
14	Tukaram Kewadkar	BCA	Vritti Solutions Pvt.Ltd.
15	Rohit Tamvekar	BSc(CS)	Vritti Solutions Pvt.Ltd.
16	Manoj Joshi	BSc(CS)	Vritti Solutions Pvt.Ltd.
17	Rahul Vidhwat	BSc(CS)	Vritti Solutions Pvt.Ltd.
18	Anil Hore	M.Sc.(CM)	Vritti Solutions Pvt.Ltd.
19	Santosh Kedar	BSc(CS)	Vritti Solutions Pvt.Ltd.
20	Ganesh Deshpande	BSc(CS)	Vritti Solutions Pvt.Ltd.
21	SunilChendake	BSc(CS)	Vritti Solutions Pvt.Ltd.
22	Dipali Patil	BSc(CS)	Vritti Solutions Pvt.Ltd.
23	Imran Shaikh	BSc(CS)	Vritti Solutions Pvt.Ltd.
24	Sharad More	BCA	Vritti Solutions Pvt.Ltd.
25	Krishna Raut	BCA	Vritti Solutions Pvt.Ltd.

The College has Students' Counselling Centre under which the students having academic and personal problems are helped out. The Students' Counseling Centre is in touch with students and provides all necessary student–specific academic and personal counseling. In

addition, special Counseling meetings are held twice a year regarding internal assessment tests, tips to present the answers during examination, memory management and social awareness. The advanced learners, slow learners, students having interest in sports and students with personal problems are given counseling individually.

5.2.6 *How does the institution encourage and develop entrepreneurial skills among the students?*

For the development of entrepreneurial skills among the students, the college invites renowned entrepreneurs for lectures. The alumni gladly accept our invitation to interact with present students and prospective entrepreneurs. Some of the alumni-entrepreneurs help deserving students in getting the required training and mobilizing resources for starting business of a similar kind. The Biotechnology departments arrange industrial visits. These are well planned visits to the sites where students can have a thorough knowledge of the business, its origin and development, its size, scope, value etc.

5.2.7 *Does the faculty participate in academic and personal counseling? If yes, give details on services provided during the last academic year?*

The faculty members of the college play a very important role in counseling the students of different types at different times. The students are oriented, along with their parents, if present, by the faculty members working in the admission committee in the beginning of the

academic year to help them choose their disciplines and specializations offered by the college.

As a part of post-admission counseling, a team of conveners of extra and co curricular activities and vice principal headed by the Principal meet all the FY entrants, faculty-wise and explain the nature and importance of all the programmes to be conducted throughout the academic year. The facilities, opportunities and support services on the campus are personally explained by the Principal in his special address that motivates the students for active participation in all the programmes. Personal counseling by the faculty takes place at the departmental level that brings among the students attitudinal changes which can help them overcome their emotional problems.

5.2.8 *Is there a separate guidance and counseling centre for women students? If yes, enumerate the activities of the centre*

Yes, Ladies representative, (female) class representatives and senior female staff members look after the issues/ problems of female students by giving them guidance and counseling.

5.2.9 *Is there a Cell /Committee constituted for prevention/ action against sexual harassment of women students? If yes, detail its constitution and enumerate its activities (issues addressed during the last two years)*

Yes, we have a cell to prevent and take action against sexual harassment of women students. The committee constituted includes the following staff members:

1. Dr. M.R. Patil   President
2. Ms. R. R. Londhe   Vice-President
3. Ms. N. T. Khan   Secretary
4. Ms. R. B. Shinde   Joint-Secretary
5. Ms. A. R. Bajaj   Treasure
6. Ms. J. N. Dangat   Member
7. Ms. U. V. Surywanshi   Member
8. Ms. J. R. Kawale   Member
9. Ms. D. H. Mahamuni   Member

Fortunately there has not been a single case of sexual harassment, but in any such instance in future, there is provision for the severe steps to be taken against the offender. The counseling committee for women looks after the matter efficiently.

5.2.10 Does the institution have a grievance redressal cell? If yes, what are its functions? Detail the major grievances redressed during the last two years.

There is a mechanism for redressal of grievances operating at two levels – the Students Council at the student level and Grievance Redressal Cell at the employee level. The employees can approach the

Grievance Redressal Cell of the college. If not satisfied with the decision of the Cell, an employee can approach Local Management Committee (LMC) for grievance (s).

5.2.11 *Is there a provision for acquiring computer skills / literacy for all students, in the curriculum? If yes, give details on how it is imparted, and level of proficiency.*

Ours is a Computer Science college and therefore, almost all the faculty members are adept in using the computers. There are some courses namely BCA, BSc(CS),BSc(IT) etc. , where the basic computer subjects are introduced such as *Office Automation, Fundamentals of Computers, Introduction to Information Technology* etc. Also some basic courses are introduced in the BSc(BT) snd MSc(BT) where students can study computers and Biostat skills.

To impart knowledge of computers to all the students, the concerned faculty conducts practical sessions in the laboratories using modern teaching aids.

5.2.12 *What value-added courses are introduced by the institution to develop life skills; career training; community orientation; good citizenship and personality development of students?*

The college works for the personality development of students. The students' personality is developed through the NSS unit. The birth and

the death anniversaries of the great national heroes are celebrated and the speeches are arranged on these occasions which help students' to develop their personality.

Till date, we do not have the community orientation course, but we do the community orientation through the NSS camps, which we organize every year, specifically in the villages. We orient community in different social aspects such as not underestimating and torturing women, Dowry system, involvement of the community in the development of the nation, plantation as against deforestation, protecting animals etc.

The Department of Biotechnology has established the Biotech Forum. This Forum arranges guest lectures on the subjects of biotechnology. Also, the Forum encourages the students to conduct seminars in the college. This help personality development.

Besides, this college runs certification programmes in oracle (OCA & OCP), CCNA and IBM Training along with personality development programmes.

5.2.13 *How does the institution ensure safety and security of the students, faculty and the institutional assets?*

The institution takes various safety and security measures for students as well as faculty. To ensure safety and security we have:

- Health center with prelim medical aids.

- Fire extinguishers placed in prominent and sensitive locations of college.

- Water Purifiers to avoid water born diseases.

- Well constructed building along with compound wall to protect students, faculty and institutional assets from the natural disasters such as earthquake, flood, storm etc.

- the college is guarded by full-time gate-keepers, night watchmen and discipline committee.

- Uniform given to students for quick identification.

5.3 Student Activities

5.3.1 Does the institution have an Alumni Association?

Yes. The institution has formed its Alumni Association in 2008. The office bearers of the Association are as below:

Office Bearers of the Alumni Association

1. Dr. M.R. Patil   President
2. Mr.V.D.Patil   Vice-President
3. Mr. M.I.Sharma   Secretary
4. Mr.A.S.Shinde   Joint-Secretary
5. Mr. B.M. Sontakke   Treasure

6. Mr. N.S.Zulpe   Member

7. Mr. N.A.Mehtre   Member

8. Mrs. R.R.Londhe   Member

9. Mr. S. R. Mane   Member

Activities for the last two years:

The Alumni Association has decided to meet regularly twice a year and take decisions and make useful suggestions for the students and the college. The members try to find the job opportunities for our students. In case of any openings, they inform the college; and thus the students are benefited.

Ten Alumni occupying prominent positions:

Following is the list of alumni occupying prominent positions:

Sr. No.	Name of the Alumni	Name of the Organization	Designation	Package
1	Mr. N. D. Jagtap	OHI-IITC, Muscat Oman	Corporate Trainer	14 **LPA**
2	Mr.Rohit Tambvekar	HSBC, Pune	Senior Software	8LPA
3	Mr. Vijay Nila	Capjemini, Mumbai	Mainframe Consulatant	6.5 LPA
4	Mr. Manoj Joshi	IBM, Pune	System Engineer and Analyst	6.2LPA

5	Mr.Sachin Bhandwalkar	Wipro, Pune	. Net Senior Programmer	6 LPA
6	Mr.Kavthale Avinash	TCS, Pune	Crystal Repost Consulatant	6 LPA
7	Mr.Phere Pradeep D	Syntel Private Ltd, Pune	Programmer	5 LPA
8	Mr.Guruappa Dhulshetty	HSBC, Pune	Java Consultant	5 LPA
9	Mr. Sachin Pawar	HSBC, Pune	Assistant Project Manager	5 LPA
10	Ms.Tondare Pallavi	Capjemini, Pune	Software Testing	4.5 LPA

* LPA..Lakh per annum

Give details of the contribution of the alumni to the growth and development of the institution:

We call the alumni meet two times a year and take their feedback and ask for the suggestions on the on-going processes in the college. We are positive and open to the feedback and suggestions given by the alumni and try to meet their feedback and suggestions in the shortest possible time. We have also uploaded questionnaire on the college website to invite their feedback and suggestions. That really helps us to minimize the organizational problems which ultimately results in the development of the organization. Some of the alumni are working with

us to develop this organization directly by interacting directly with our students in the classes.

5.3.2 *How does the institution encourage its students to participate in extra-curricular activities including sports and games? Give details on the achievements of students during the last two years. (Institution level/ inter-collegiate / Inter-University/ Inter-state/ National/ International)*

All round development of the students is our major concern of the college. Students' personality does not fully develop until they participate in the extra-curricular activities. With this point in view, the college encourages its students to take interest in various activities. Every year, college arranges COCSIT FESTIVAL i.e. the Annual Social Gathering. Various committees are formed to organize various programmes such as drama, one act play, singing, rangoli, Fashion designing, debate, etc. Sports competitions are also arranged. The successful students are rewarded and are given prizes and awards. The college encourages its students to take part in state level sports and cultural activities.

The achievements of our students in sports during the last two years are as given below:

In Academic Year 2008-09:

Inter College Competition

I High Jump (First Prize)

    1.   Mr. Padmakar Haridas N. – BCA SY

Inter University Competition

Table Tennis (First Prize)

    2. Ms. Khange Amruta V. – BCA FY

In Academic Year 2009-10:

Inter College Central

I Lon Tennis (Third Prize)

    1. Mr. Pathan Mohsin,- B. Sc. SE SY

    2.   Mr. Mali Sandesh, - B. Sc. SE SY

    3. Mr. Misal Anup   - B. Sc. Bio-Tech

II Taykando (Gold Medal)

    1. Mr. Khatib F. A. - BCA FY

III High Jump (Third Prize)

    1. Pundkar Haridas N. – BCA TY

Inter University Competition:

I Ball-Bat Minton (First Prize)

1. Mr. Khandare Pravin Vasant. – B. Sc. CS SY

II Lon Tennis (First Prize)

1. Mr. Pathan Mohsin. – B. Sc. SE SY

5.3.3 *How does the institution involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the major publications/ materials brought out by the students during the previous academic session.*

The college encourages the writers, scholars, and researchers in the young students. The college has a college publication by name *COCSIT Bulletin* to which the students contribute their articles. Our college has arranged the National conference in which many students have prepared the Poster Presentation. Also there is the wall magazine. Students periodically put up their writings there.

5.3.4 *Does the institution have a Student Council or any similar body? Give details on its constitution, major activities and funding.*

The college has a Student Council constituted as per the Maharashtra University Act 1994 Section 40 (2) (b) (v) representing all the classes, women students and NSS, Cultural Department and two female students nominated by the Principal. Secretary of the Students Council

is elected through Class Representatives. Secretary of the College Students Council becomes a member of University Students Council and can contest for the Presidentship/ Secretaryship of Students Council (University level).

The major activities of the Students Council includes:

- To help administration through Open Forum, Suggestion Box, feed back

- To arrange Annual Social Gathering and other socially useful programmes like tree plantation, blood donation, campus cleanliness, anti-AIDS rally, anti-addiction drive, rallies for collection of funds for unwarranted natural calamities such as Tsunami, floods etc.

- Students Council also organises debate/elocution/ Rangoli / essay competitions.

In the last academic year the college has spent Rs. 82576/- on Annual Social Gathering of the students.

5.3.5 *Give details of the various academic and administrative bodies and their activities (academic and administrative), which have student representations on them.*

Following are some of the bodies on which there are students representatives:

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A Academic Bodies:

1 Attendance Committee

2 Library Committee

3 Student Council Committee

4 Various Study Forums

5 Grievance Redressal Committee

6 Sports Committee

7 Study tour Committee

8 Cultural Committee

9 Training and placement committee

5.3.6 *Does the institution have a mechanism to seek and use data and feedback from its graduates and from employers, to improve the growth and development of the institution?*

Every outgoing student becomes a member of the college alumni association. The outgoing students give feedback to improve the growth and development of the college. The principal and the faculty members are regularly in touch with the ex-students. The college cordially invites its ex-students and their employers on a number of occasions like various inaugural functions. The faculty takes this opportunity to interact with them and learn what they think about the growth and improvement of the college. The suggestions are given due consideration and the persons extending cooperation are felicitated on

appropriate occasions to further strengthen the informal system of seeking feedback and cooperation.

5.4   Best Practices in Student Support and Progression

5.4.1   Give details of institutional best practices towards Student Support and Progression?

- Placement through Campus interviews

- Framing for enhancement of employability of students

- Placement through campus interview

- Students plan and execute their functions and run wall magazine under the supervision of the teacher(s),

- COCSIT Shree Award is given on the basis of merit in curricular, co-curricular and extra-curricular activities

- Separate and disciplined parking for Girls, Boys and Staff members,

- Earn and While Learn scheme

- Arrangement of extra periods in some subjects right from the beginning of the academic year

- Cash prizes, trophies, felicitation are some of the incentives given to students to take active part in various events.

Criterion VI: Governance and Leadership

6.1 Institutional Vision and Leadership

6.1.1 State the Vision and Mission statement of the institution and give details on how the institution

a) Ensures that the vision and mission of the institution is in tune with the objectives of the Higher Education policies of the Nation?

b) Translates its vision statement into its activities?

Motto:

Motto of our college is ऋते ज्ञानान्न मुक्तिः which means: Liberation is possible with right knowledge.

Vision Statement:

To be the pre-eminent college for teaching and research in the field of Computer Science, IT, Biotechnology and Management Science to address the global challenges of the 21st Century.

Mission Statement:

- Providing world-class education for our students.

- Encouraging learning through education.

- Attracting distinguished faculty.

- Empowering students to transform their lives.

- Facilitating individual and community well-being.

- Applying technology to addresses social issues.

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- Educating students to have the entry-level technical competencies and soft skills in global perspective.

- Producing the most sought-after human resource by industry worldwide and society.

- To help solve industry's and society's problems by the expert application of existing knowledge.

Yes, the vision and mission statements of our institution are in tune with the higher education policies of nation.

Translating our vision and mission statement into activity

A free entity alone can progress in life. We want that our students are freed from ignorance, poverty, unemployment, etc. We want to give our students a kind of education which will set them free and help them master their lives. Traditional education alone, though important, will not help the students to combat problems in this age of information technology. Hence, there is the need to study modern science and technology.

We have started the courses of computer science and biotechnology. Recently, we have launched courses of management science. Our only objective is to make available the courses useful for the development of the students in Latur itself. The students need not go far away and suffer economically and in some other respects. We would like to arm

our students with modern knowledge which will help them earn for themselves job, money and good reputation. We believe that science, and technology is the right kind of knowledge today and that will liberate and emancipate them.

In order that they get good education in good ambience, we appointed good staff to teach the modern courses of computer science biotechnology and management science. The college teaching staff is today 60 strong. We are encouraging them to improve their qualification by going for Ph. D. and M Phil. They are also encouraged to participate in conferences and seminars and present papers there. This has enhanced the staff quality and boosted the overall progress of the students.

Students, in addition to Computer Science / Biotechnology courses, have to study communication skills and English. This makes them suitable to work in any industry or multinational companies in the metros and elsewhere.

Thus, the students coming out of our college are ready to take up jobs in the industry. We have started coaching / training for the international certification for the same reason.

Thus, to certain extent, we feel that we have been able to translate our vision and mission into activities.

6.1.2 *Enumerate the Management's commitment, leadership-role and involvement for effective and efficient transaction of the teaching-learning processes.*

Royal Education Society, Latur, through its General Body, looks after the internal coordination and monitoring of the academic and administrative aspects of the college. The plans of the new academic year are discussed in the annual meetings. In case of any emergency, there is provision for the staff and the management to hold additional meetings.

The management's policy is to encourage the autonomy of intellect by

- Allowing total autonomy in teaching methods and administrative tasks. (Student-teacher interactions, co-curricular activities etc.)

- Monitoring of the learning process through hierarchy and well-designed feedback mechanism.

- External and internal evaluation of academic administration and subsequent policy level decision making.

- Promotion of competitive culture within the organization.

- Felicitation of dedicated teacher by giving them "COCSIT Bhushan" award on Teacher's Day and felicitation of teachers who achieve their targeted results in every academic year.

- Liberal leave policy for research work and to attend Orientation / Refresher courses, seminar/ conferences etc.

6.1.3 *How does the management and the Head of the institution ensure that responsibilities are defined and communicated to the staff of the institution?*

The responsibilities of the staff are well defined and communicated to them in the meetings at the beginning of every academic year. The staff and the Principal interact with each other. The responsibilities are carefully defined in every aspect of governance and they are appended as per the present needs.

Authorization/ allocation of responsibilities are based on skill sharing. The management allocates responsibilities in consultation with the Principal, Vice-Principal, and Warden of ladies hostels, Library in-charge, conveners / coordinators of various faculties and coordinators of various self financing courses.

The Principal assigns duties in examination and extra-curricular activities keeping in mind ability, interest and capacity of the individual staff member.

The Principal allocates duties to administrative staff in consultation with the Office Superintendent (O.S) and the Vice-Principals. Principal spells out the policies in the staff meeting and coordination committee meetings of all streams at the resumption of the college.

6.1.3 How does the Management/Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the management, to review the activities of the institution?

The responsibilities of the staff are defined and communicated in the meetings at the beginning of every academic year. The staff and the Principal interact with each other. As for the feedback, the Principal of the college seeks it from various sources, for ex. Students, the Staff, the Staff Secretary, the HODs, and the Vice-Principals etc.

Method of Review and Feedback

The governing body of the college includes eminent citizens from society. Their expertise in national and international perspectives, their regular contact with the local community and their vision of the academic requirement of the region is the reference used by the management to monitor and execute the governance of the college.

Local Management Committee is a statutory body as per Maharashtra University Act to monitor the academic and financial administration of the college under the chairmanship of the president, parent society and the Secretary of the Governing Body It has representatives of teaching and administrative staff. Deliberations of Local Management Committee are the mechanism by which Management gathers information about the college. Apart from both these formal ways of

interface, Principal has a continuous day to day interface meeting with the Management and many stakeholders.

The pre -defined reporting hierarchy is in place as under. Reporting hierarchy for teaching faculty members:

6.1.4 *How does the management encourage and support involvement of the staff for improvement of the effectiveness and efficiency of the institutional processes?*

The college encourages the staff by guiding them for effective functioning in their role as teachers and care-takers, various duties assigned and efficient use of time, infrastructure, and property. A sense of belongingness is inculcated. Some incentives, prizes, awards are given. Strong team and team spirit is infused. Individual PC with internet connection and work space are provided for performing their personal duties and responsibilities.

Management Support towards Efficiency:

The Management's policy is to provide material and moral support and to create the ambience for excellence. The following practices reflect the participatory mechanisms at work at every stage to ensure quality-lift: Teaching-learning, Co-curricular and Extra-Curricular activities. The participation of the staff is ensured in the planning stage of these activities by conducting meetings in the presence of Management representative. The staff members participating in execution of the

institutional activities are motivated and appreciation of good work is done in all Management functions.

The staff has adequate representation on Local management Council.

6.1.5 Describe the leadership role of the Head of the institution, in governance and management of the institution.

Leadership role of the Head of the Institution:

The principal as the head of institution assumes position as the 'first among equals' and works on the principles of delegation and decentralization of responsibilities.

The principal as the head of the college:

- Firmly protects the stakes of the college and partakes in all interactions with stakeholders.

- Takes initiative in launching new academic programmes and encourages staff for improvement in academic efficiency with emphasis on accountability.

- Motivates the faculty to participate in national and international events.

- Applies cost-control techniques to all expenditure.

- Ensures gend

- er balance, team-spirit and dedication in all the stakeholders.

- Reasonably uses intermix of formal and informal relationship with students and staff.

- Applies and monitors delegation technique in all tasks resulting into empowerment and heightened levels of involvement.

For the fulfillment of the mission and objectives of the college, the principal assumes 360 degree leadership style. Every employee is motivated to make positive inputs and gradually to play various roles such as planner, motivator, monitor, facilitator, evaluator etc. However, during compliance of mandatory responsibilities, a fair degree of hierarchy is strictly followed with Direct Reporting Style.

6.2   Organizational Arrangements:

6.2.1   Give the organizational structure and details of the academic and administrative bodies of the institution. Give details of the meetings held, and the decisions taken by these bodies, regarding finance, infrastructure, faculty recruitment, performance evaluation of teaching and non-teaching staff, research and extension activities, linkages and examination held during the last two years.

Royal Education Society governs its educational intuitions. The management consists of the President, Vice-President, Secretary and its members. The college is governed and steered by the Principal, who is at the helm of affairs. He is assisted by the Vice-Principals and the Heads of various Departments; and the office consisting of one Office Superintendent and an accountant, four clerks and two DTP operators.

The staff has the Staff Secretary to talk about their problems with the Head of the Institution. Also, every member of the staff has access to the Principal. For any major decision or in respect of any policy change or formation of policy, common meetings with the staff and principal are held and the decisions are taken in a democratic way. Administration is decentralized to a greater extent. The Vice-Principals and the heads of the departments look after their units independently. Departments for various subjects have been established. The Vice-Principals and the Heads of the Departments meet on various occasions and then the decisions are taken. Sometimes, either a notice is circulated to convey the programmes or SMSs are sent depending on the urgency of matter or issue.

The organizational chart is depicted as below:
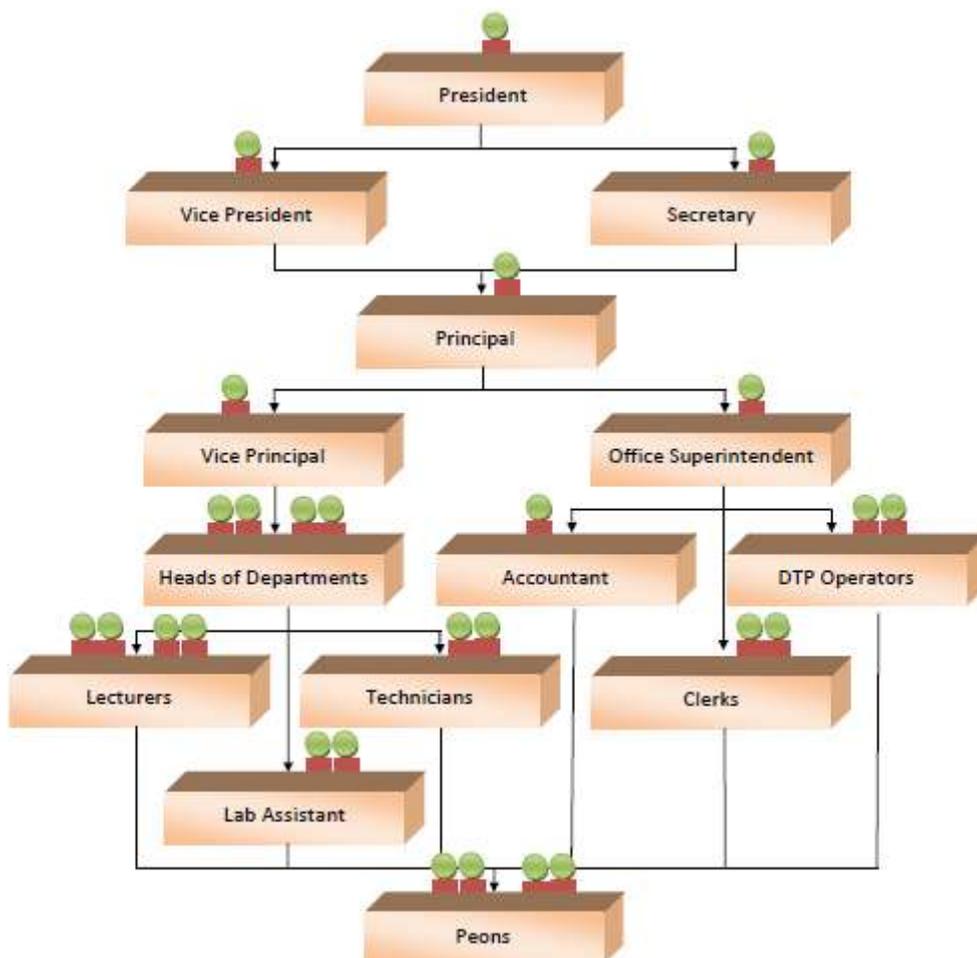
Governing Body:

The detail of governing body is as follows.

President	Dr. M. R. Patil
Vice-President	Dr. H R Jadhav
Secretary	Prof. B D Patil
Joint Secretary	Ms. R R Mirasdar
Treasurer	Mr. A B Yadav
Member	Ms. D N Mote
Member	Smt. J G Patil

The tasks entrusted to the Governing Body are:

- Discussion on the budgets of the institutions

- Incorporation of new life members

- Evaluation of academic and administrative governance of the allied institutions

- Training for academic and administrative staff

- Allocation of work to the life members

Local Management Committee:

The Local Management Committee (LMC) is constituted as per the Maharashtra Universities Act of 1994, under section 85. The table below shows the current members of the Local Management Committee.

Chairman	Dr.H.R. Jadhav
Member	Mr. A.B.Yadav
Member	Ms. D.N.Mote
Member	Mr. B.N.Padile
Member	Dr. E.U.Masumdar
Member	Prof .B.S.Potdar
Member	Mr. A.Y. Waghmare
Teachers' Representative	Mr. S.S.Chowhan
Teachers' Representative	Mr.M.H.Kondekar
Teachers' Representative	Ms. R.R.Londhe
Non-Teaching Staff Representative	Mr.S.M.Kamble
Invitee	Dr. B.L.Gaikwad
Principal and Ex-officio Secretary	Dr. M.R. Patil

Local Management Committee is the policy making body which monitors the entire academic and administrative functioning of the college on behalf of Governing body.

The major decisions taken by LMC during last two years include:

- To consider and plan budget of college for forthcoming academic year and to sanction expenditure of the previous year.

- To review academic performance of teachers.

- To approve appointments of teachers on regular basis.

- To consider time-bound promotions of non-teaching staffs.

- To consider and approve development plans of the college

- Confirmation of teaching and non-teaching staff after probationary period.

Coordination Committees:

Coordination committees are at the backbone of execution of academic administration. The meetings are held under the chairmanship of principal, minimum one in each academic term and additional meetings are conducted as and when needed. Principal also conducts meetings of faculty-wise group of HoDs as and when necessary.

The Coordination Committee has following members-

Principal	:	Chairman
Vice Principals	:	Members
Senior Faculty Member	:	Coordinator
HoDs and all the teaching staff	:	Members
Student Representative	:	Members

The responsibilities of the Coordination Committee include –

- Setting up of Academic Calendar.

- To monitor Admission Procedures.

- Decisions about introduction of new courses.

- Maintenance of discipline in the campus.

- Monitoring students' attendance.

- Maintaining link between administration and faculty.

- Review academic and administrative performance and suggest remedies.

- Observing smooth functioning of all the extra and co-curricular activities.

- Conduct of unit tests/ pre-semester examinations.

- Monitoring of feedback

- Framing of faculty-wise time table.

6.2.2 *To what extent is the administration decentralized? How does the institution collaborate with different sections/departments and personnel of the institution to improve the quality of its educational provisions?*
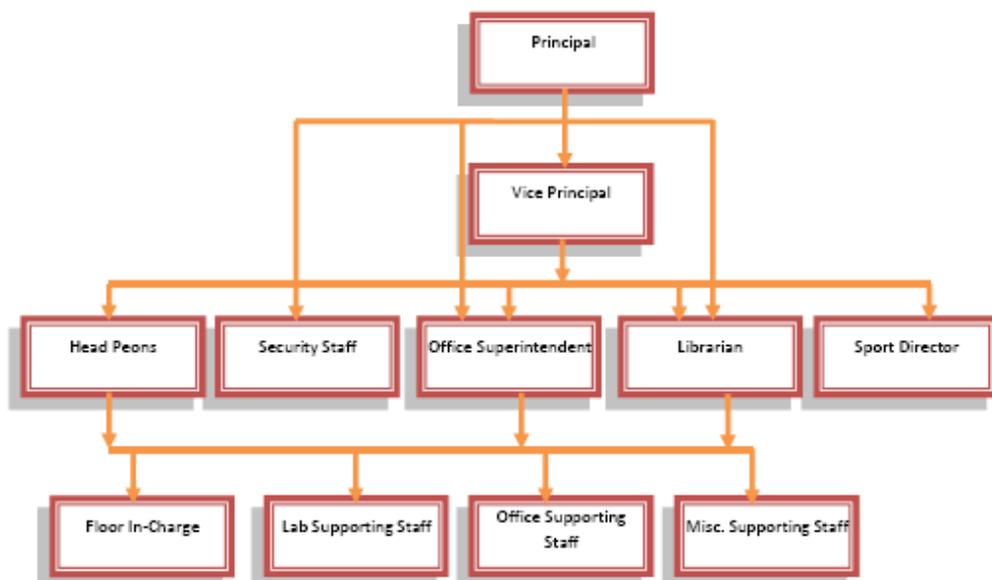
The administration of the institution is decentralized through various hierarchical positions (as shown in the organization chart) and departments.

The roles and responsibilities of each of the departments are defined and specific authorities are delegated to them for facilitating decision making regarding issues related with quality of the education.

Departmental quality objectives are established. Top management reviews the achievement of the same and explores need for resource allocation/action plans during six monthly management reviews

Departments/committees/personnel are encouraged for suggesting the plans for quality improvement and customer satisfaction during management reviews.

Committees have been established in the institution for collaborating different activities and provide forum for interaction between various departments, functions and groups in the institution.

6.2.3 *Does the institution have effective internal coordination and monitoring mechanisms? If yes, specify.*

Due to the de-centralized administration, it is essential to monitor and co-ordinate various activities that are being governed almost independently. The activities of different academic departments are executed by respective HoDs, extra and co-curricular activities by the chairman of the respective committees and activities within the administrative section by the OS, for which principal's concurrence is sought. The overall co-ordination of all the activities over the academic year is maintained by designing an academic calendar of the college

and it's scrupulously. A special committee is formed for preparing the academic calendar. It is prepared well in advance and it is published at the beginning of academic of year. Review of the academic plan is taken every month and it is discussed in the faculty-wise coordination committee meetings.

Meetings of members of various committees for the extra and co-curricular activities are regularly held by the principal as per the schedule in the calendar. Each of these meetings is invariably attended by vice-principals of all the faculties. This ensures that heads of all the faculties and thus all the teachers are well informed about all the activities in the college for the necessary co-ordination.

The staff meetings conducted periodically are used to communicate the various activities planned for the future and to assess the activities in the past. Such kind of meetings are conducted at the beginning and at the end of each term.

Both formal and informal communication, through the group and individual interactions provide feedback that helps in monitoring the activities. Also the reports of all such activities are published in the college annual magazine COCSIT BULLETIN which is preserved as an official record. All the HOD's and the vice-principals provide valuable feedback to the principal on the execution and outcome of different academic and other programmes. This feedback is used for

taking appropriate corrective action while planning for the next academic year.

6.2.4 *Does the institution have a Grievance Redressal Cell for its employees? If yes, what are its functions? List the number of grievances redressed during the last two years.*

Yes, the institution has the Grievance Redressal Cell. Approximately 10 grievances redressed in the last two years. The cell handles any employee grievances. The employees are told to register their grievance in verbal or written form to the cell. The cell needs to keep records of grievances registered with them and take suitable actions within the authorities delegated to them by the management. Whenever required, the cell may escalate the grievance to the top management. The grievance redressal cell gives status of faculty grievances registered; action taken and feedbacks and the faculty on six monthly bases during management reviews.

6.2.5 *How many times does the management meet the staff in an academic year? What are the major issues discussed during the last meeting?*

Management usually meets the staff at the beginning of the academic year i.e. in the month of June. In the last academic year i.e. in 2007-2008, the management met the staff of the college on the 10th June. Issues discussed in the meeting were:

- Starting new Computer Science courses like M.Sc.(CS), and M. Sc.(MM).

- Additional divisions for BCA and B.Sc. (CS) courses.

- Faculty recruitment.

- The Best Teacher and the Best Student Awards
- Arranging the national level conference for Computer Science and Biotechnology

- Research projects

- Collaborations and Consultancy services

- Research publication

- Enhancement in results

6.2.5.1   *Is there a Cell to prevent sexual harassment of women staff? How effective is the functioning of the Cell?*

The Counseling centre for women looks after the problems of sexual harassment. So far there has been no such complaint registered with the committee.

6.3   Strategy Development and Deployment

6.3.1 *Describe the procedure of developing the perspective institutional plan. How are the Teachers, Students and Administrators involved in the planning process?*

Perspective planning is done in consultation with the students, teachers and the administrators. The teachers and the administrators are involved by way of meetings with them. As for the students, the suggestions from them are invited round the year and they are assessed and accepted, if found useful.

Principal regularly interacts with all the stakeholders like students, teachers, Management, parents, alumni to know about their aspirations in the development of courses, infrastructure, teaching - learning and other related issues. All these aspirations along with future local and global environment become the base of formulation of perspective institutional plan.

Perspective plan is initially developed after considering the suggestions and aspirations of all the concerned. Then it is put for the discussion in Local Management Committee (LMC). Finally, the Governing Body of the Sanstha deliberates on the proposed perspective plan. It considers financial, academic aspects and workings as also the phase-wise implementation of the plan.

6.3.2 How are the objectives communicated and deployed to all levels, to ensure individual employee's contribution for the institutional development?

The institution has its stated objectives and they are conveyed to the staff in the meetings with them. In addition to this, the objectives are displayed on the boards and are hung in the visible places on the college premises. The objectives are expressed in the college prospectus also. The objectives are communicated to the employees through letters sent to each and every member of staff. The institution makes appeals and presses hard when necessary for their contribution.

6.3.2.1 List the different committees constituted for the management of different institutional activities? Give details of the meetings held and the decisions taken, regarding academic management, finance, infrastructure, faculty, research, extension and linkages, and examination held during the last two years.

The curricular, extra-curricular and co-curricular activities in the college are managed through various committees. The work allocation of different committees for a given academic year is finalized and declared right at the beginning of the year.

Following is the list of the committees that are operative during 2007-08 for monitoring and governing the various activities:

- Internal quality assurance cell

- Academic coordination and Examination Committee

- Students Council

- Library committee

- Discipline and Uniform committee

- Hostel and Welfare committee

- Academic calendar committee

- Research committee

- Staff Academy

- Debate and Essay writing committee

- Stock verification committee

- Website management committee

- Purchase committee

- Publicity committee

- College Time table committee

- Personality Development committee

- Grievances redressal committee (for Women staff)

- Students guidance and counseling committee

- Students placement cell

- Games and Sports committee

- Cultural association

- COCSIT Bulletin committee

- N.S.S. committee

- NRC/ NAAC Cell

- Students Grievances Redressal Committee

1. **Grievances Redressal Committee:** The meetings of various administrative and academic committee bodies are held as per the planned schedule throughout the year to discuss related issues, take different decisions and to review implementation of the decisions taken before.

2. **Research Committee :** The major decisions taken during last two years include:

   - To get recognition for the departments of Computer Science and Bio technology as research centre,

   - Encouragement to qualify faculty members for M.Phil./ Ph.D.

   - Making labs available to research scholars.

   - Encouragement to faculty members to submit minor/ major research projects and increase publication output.

3. **Examination Committee:** Examination Committee which looks after conduct of unit tests, pre-semester examination and their results. The decisions taken during the meetings include:

   - Dates of unit tests and pre-semester examination

   - Communication of student's progress (attendance, unit test marks etc.) to their parents

   - Distribution of prizes to meritorious students

   - All assessed answer books should be returned to the students

- Declaration of pre-semester examination result should be made known to the students well before the commencement of university examination.

4. **Purchase Committee:** Purchase committee deals with all matters pertaining to purchases of the college.

5. **Local Management Committee (LMC) :** In the meetings of LMC held in the last two years following decisions were taken:

- Additional Division for B.C.A., B.Sc. (C.S.)

- Starting new courses B.Sc.(NT) and BBA

- To consider and plan budget of senior college for forthcoming academic year and to sanction expenditure of the previous year

- Proposal should be submitted for recognition as research centre

6. **Co-ordination Committee:** Co-ordination Committees which look after academic matters.

6.3.3 *Has the institution an MIS in place, to select, collect, align and integrate data and information on the academic and administrative aspects of the institution?*

The Institution has MIS in place. The college has computerized network to collect, integrate data and information about the academic and administrative aspects of the college. The year-wise deployment of various tasks is given below.

Task	Details	Starting Year
Admission	Control on Strength and Category	2008-09
Correspondence	Reports, Notices, SMS etc.	2009-10
Accounts	Budgeting, Ledger Control	2006-07
Library	Turnout, Reality Check	2007-08

6.3.4 Does the institution use the various data and information obtained from the feedback, in decision-making and performance improvement? If yes, give details.

Yes. The institution uses the data and information obtained from the feedback in decision making and performance improvement. The data is processed by the committee and perused and overseen by the principal and the management.

6.3.6 What are the institution's initiatives for promoting co-operation, sharing of knowledge, innovations and empowerment of the faculty? (Skill sharing across departments, creating/providing conducive environment, etc.)

Following initiatives are taken up by the institute for promoting cooperation, sharing of knowledge, innovations and empowerment of the faculty development.

Faculty development programmes-

Communication skills, student evaluation, effective and innovative use of teaching aids, application of live internet in classroom teaching Guest lectures, seminar and training programmes by national and international subject experts and seminars & trainings by some members of faculty for all faculty.

Conference, workshops - two national level conferences

- Emerging Trends in Biotechnology for Modern Era – 29, 30 September, 2007

- Computer Science and Advances in Information technology – 18, 19 February, 2008

Study tours:

- Industries like Bejo sheetal seeds Ltd, Jalna, Wockhard Research centre-Aurangabad, Mahico research centre, Dawalwadi Jalna.

- Educational institutes like School of Life Sciences, Baramati, College of Agriculture & Medical Biotechnology, Loni.

In addition to this the institution has allowed its faculty to utilize its facility like labs, internet, computers, library and all other teaching aids.

Being affiliated to SRTMU, institute encourages the faculty to avail the services of other research labs recognized by SRTMU for their research work.

6.4   Human Resource Management

6.4.1   What are the mechanisms for performance assessment (teaching, research, service) of faculty and staff? (Self–appraisal method, comprehensive evaluation by students and peers). Does the institution use the evaluations to improve teaching/ research of the faculty and service of the faculty by other staff? If yes, how?

Assessment of teachers is carried out annually by HoD and also by the students to give them feedback on their performance.

Assessment by Peers: The teachers can improve upon their own performance by receiving appropriate feedback about their strengths and weaknesses. Teachers of this college are assessed every year by HoD in their subjects by observing their lecture/ practical sessions. The assessment report is presented in written form to the principal. It is also discussed confidentially by the assessor with the concerned teacher and he/ she is guided for improving the teaching performance.

Assessment by Student: The students continuously assess their teachers from their point of view and reflect their opinions in the feedback forms made available to them. Feed back is also obtained through suggestion box. All such feedback together summarizes the teaching performance of the teacher on various fronts. The institution uses the evaluation done on the basis of feedback to improve teaching/research of the faculty.

6.4.2 *What are the welfare measures for the staff and faculty? (mention only those which affect and improve staff well-being, satisfaction and motivation)*

The college has a welfare scheme for its employees i.e. the Staff Welfare Fund. On medical grounds such as illness, accident, death, etc an emergency loan is sanctioned to the employee from the Staff *Welfare Fund* within approximately an hour after the incident. Loans against Employee Provident Fund are some of the   welfare   facilities available. College readily offers financial assistance every other help in case of emergencies.

With a view to inspire and motivate, the staff is encouraged to take up research activity and participate in the workshops, seminars and conferences. The necessary financial assistance is sometimes offered. The staff is sent for training elsewhere for the skill up-gradation. Mr. S. S. Chowhan, was sent to Aurangabad to get the training of E-learning. Mr. M. H. Kondekar, Mr. D.R. Somwanshi and Mr. N. D. Jagtap were sent to Y.C.M.O.U, Nashik to get training for short term courses in Computer Science. The lecturers in Biotechnology visited to Ranjani, MBF, and Tina Oils and Chemicals Pvt. Ltd. MIDC, Latur (MNC) etc. Frequently, faculty development programmes are arranged to generate the computer literacy and teach English conversational skills.

6.4.3   What are strategies and implementation plans of the institution to recruit and retain faculty and other staff who have the desired qualification, knowledge and skills?

Feeling of togetherness, appreciation of work, help in difficulties and facilities for research, policy of prompt salary payment are the strategies to recruit and retain the faculty and other staff.

The other strategies of college include:

- The college encourages the faculty to appear for M.Phil./Ph.D./NET/SET examination

- Policy to offer lien to the employee leaving his/her job in the college and joining elsewhere for a certain period is decided by the Management for staff on individual merit.

- Duty leave is given to participate National and International Conference/seminar/Workshop.

6.4.4   What are the criteria for employing part-time/adhoc faculty? How are the recruitment conditions of part-time/adhoc faculty different from that of the regular faculty? (Eg. salary structure, workload, specialisations).

The lecturers for various subjects are appointed according to the norms of Swami Ramanand Teerth Marathwada University, Nanded. The candidates are interviewed by the University Selection Committee and appointments are made. In case of urgent requirement, the college

advertises the vacancy and a committee of the subject experts interviews them. The selected candidates are given appointments. If their work is satisfactory they are retained.

6.4.5 *What are the policies, resources and practices of the institution that support and ensure the professional development of the faculty? (Eg. budget allocation for staff development, sponsoring for advanced study, research, participation in seminars, conferences, workshops, etc. and supporting membership and active involvement in local, state, national and international professional associations).*

College advances monitory assistance to the staff going for various examinations and courses such as M.Phil. NET, etc. The staff undertaking research may freely use the labs and library of the college. Budget allocation for Staff Development programmes is done every year and programmes are conducted. For advanced studies few members are assisted financially and sponsored for advanced studies. Research work supported participation in semi financially and academically. Participation in seminars, workshop, training programmes, conferences etc is not only encouraged promoted but this is appreciated and acknowledged. Duty leave, study leave sanctioned and monetary assistance is also provided.

6.4.6 *How do you assess the needs of the faculty development? Has the institution conducted any staff development programmes for skill up-gradation and training of the staff? If yes, give details.*

The institution conducts employee surveys and personal interactions. Through this and the request of the employees, the institution comes to know about the needs of the faculty development programmes for the improvement of technical / professional skills, the knowledge of communication skills and English. Accordingly programmes are arranged for improving the knowledge of the computer knowledge are also conducted.

6.4.7 *What are the facilities provided to faculty? (Well-maintained and functional office, infrastructure and other space to carry out their work effectively etc.,)*

The college has the separate staffrooms for two major disciplines in the college-Computer Science and Biotechnology. The college is making effort to provide department with a cabin for members so that the work can be carried out individually, independently and effectively.

6.5 Financial Management and Resource Mobilization

6.5.1 Does the institution get financial support from the Government? If yes, mention the grants received in the last three years under different heads. If no, give details of the sources of revenue and income generated during the last three years?

Ours is a self financed institution. College has received UGC grants for conducting a few activities.

The details of Grants are as below:

Grants

Sr. No.	Name of the Scheme / Grants	Amount sanctioned	Amount Received
1	National Conference (DST)	50,000	50,000
2	National Conference (UGC)	70,000	63,000
3	National Conference(SRTMU)	15000	15000
4	National Conference(CSIR)	40,000	40,000
5	National Conference(BRNS)	25,000	16,667
6	Network Resource Center (UGC)	1,60,000	1,45,000
7	National Conference (UGC)	60,000	54,000
8	Coaching Scheme for Entry in Service for SC/ST	7,96,000	3,98,000
9	Minor Research Project	60,000	52,500
10	Major Research Project	11,09,800	8,45,800
11	Young College	3,00,000	3,00,000
12	College Development	10,00,000	4,00,000

13	Ladies Hostel	80,00,000	40,00,000
14	COP	10,00,000	10,00,000
15	State Level Seminar	70,000	52,500
16	NSS Camp	25,000	25,000
	Total	12780800	7457467

6.5.2 What is the quantum of resources mobilized through donations? Give information for the last two years.

This quantum is zero.

6.5.2 Is there adequate budget to cover the day-to-day expenses? If no, how is the deficit met?

Yes. There is enough budget to cover the day to day expenses of the college. However, for college development Bankers provide loans.

6.5.3 What are the budgetary resources to fulfill the institution's mission and offer quality programmes? (Budget allocations over the past two years (provide income expenditure statements)

The revenue or income is generated from the tuition fees collected from the students. The income expenditure statement is attached herewith.

6.5.4 *Are the accounts audited regularly? If yes, give the details of internal and external audit procedures and the audit reports for last two years.*

The Accounts are regularly audited. The College has appointed a full time Charted Account, namely, Mr. D. K. Navtakke (M.Com.C.A.) for the external audit. Internal regular Audit is conducted by AFO Prof. Deshmukh with the help of Account section. The audit report for the last two years is attached herewith.

6.5.5 *Has the institution computerized its finance management systems? If yes, give details.*

Yes, the institution has computerized finance management system Using Tally 5.0 and ETH College Administration software. This software contains all the modules required for administration.

6.6   Best Practices in Governance and Leadership

6.6.1. What are the significant best practices in Governance and Leadership carried out by the institution?

- Communicating the organizational long terms objectives across the organization and give freedom to establish functional level targets and identify need for resources.

- Delegation of the authorities to departments and individuals for performing their duties and decision making.

- Various committees, groups, teams for handling administration of the task, complaints and any other issues related with the quality of the services.

- Full-fledged Academic Schedule commences from Day One of the academic year up to the last day of the academic year.

- In order to motivate the staff, the college deputes some of the teachers to visit reputed educational institute, to have insight into the current developments in higher education.

7.1 Internal Quality Assurance System

7.1.1 What mechanisms have been developed by the institution for quality assurance within the existing academic and administrative systems?

The college has inbuilt institutional assurance mechanisms which involve hierarchy starting from Principal, Vice Principal, Head of all departments. Besides this, different committees participate in the planning; and ensure proper implementation, monitoring and formal evaluation.

The college has developed the following mechanisms for the quality assurance within the existing academic and administrative systems.

- College has had an ISO 9001 – 2000 Certification in year 2004.
- College has established *Internal Quality Assurance Cell in the year 2009.*

The members of IQAC are: The Co-coordinator of IQAC, Vice-Principals, three senior teachers, the Office Superintendant and a member of Local Management Committee. In the deliberations of IQAC, the vision and the missions of the college have been discussed in great details in the changing context, and suitable modifications have been made. The mechanisms developed for quality assurance are:

- Assessing the need of new academic courses

- Improving the academic colander in consultations with Principal, Vice-Principals, co-coordinators of committees, administrative section and the senior faculties of the college.

- Institutionalizing the proper co-ordination of different academic, curricular and extra-curricular activities through repeated discussions and fine tuning of the schedules.

- Initiating the research orientation programme for teachers.

- Strengthening feedback mechanism from students on curricular aspects, teachers' evaluation and additional support services.

7.1.2 What are the functions carried out by the above mechanisms in the quality enhancement of the institution?

1. **Developing action plan for academic year.**

   To improve quality, the IQAC developing an action plan for every academic year. This plan covers all the major activities of the college.

2. **Revising Courses**

   The emphasis is laid on revising and updating courses in accordance with the changing needs of society and industry. During the past five years, nearly all the Departments have help to update their syllabi according to the need of industry.

3.   **Faculty Improvement Programmes**

Time to time, different Faculty Development Programmes, such as seminars, conferences, training in various skills are organized by the College. The Faculty members are encouraged to participate in National/International level conferences.

4.   **Promoting Research**

College is promoting research to enhance the quality of teachers. The college has two research centers: one in Computer Science and other in Biotechnology.

5.   **Ensuring Quality of the Faculty at Entry Point**

To improve the quality of the faculty, merit is considered the major criterion for recruitment and no other influences are entertained by the College. Training programme is arranged for newly appointed staff.

7.1.3   What role is played by students in assuring quality of education imparted by the institution?

- Suggestions (both formal and informal) from students are accepted based on their feasibility to improve the system.

- Initiatives by students are encouraged.

- Student forums and students participations are encouraged and ensured.

- Students' feedback on course, teachers and syllabi is taken which helps to get knowledge about the strength and weakness of the teachers and the institution.

- Students' representatives are partially associated in different decision making bodies concerned with academic matters and their viewpoint is given due weightage.

- Different Students' forums quite regularly invite eminent academicians, social workers/activists, political activists and other intellectuals for lectures/discussions in the college.

- Suggestions from students are taken through suggestion boxes.

7.1.4 What initiatives have been taken up by the institution to promote best practices in the institution? How does the institution ensure that the best practices have been internalized?

Authorities have always been keen towards constant qualitative growth and development of the college.

Following initiatives have been taken up by the college to promote best practices in the institution:

- The COCSIT BHUSHAN award is given to the best teacher.
- The COCSIT SHREE award is given to the meritorious best students.

- Prizes for the hundred percent attendances are given every month to promote regularity.

- Prizes for the internal examination toppers are given after every unit test and pre semester examination.

7.1.5 *In which way has the institution added value to students' quality enhancement?*

Value orientation for students is a must. Though college offers courses which are professional in nature, it firmly believes in the importance of values and therefore the college directly or indirectly, has been promoting the students to undertake the following type of activities:

- Celebrating National Days including national festivals.

- Environment awareness campaigns.

- Competitive and non-competitive Cultural functions at college level.

- Blood donation camps.

- Planting trees.

- Commemorative functions.

7.2 Inclusive Practices

7.2.1 What practices have been taken up by the institution to provide access to students from the following sections of the society:

a) Socially-backward

b) Economically-weaker and

c) Differently- abled

The college has provision of scholarships and free-ships for students from socially backward, economically weaker and differently - abled sections. Reservation quota for admission is filled according to the Government rules and regulations. College also gives some concession in fees for few economically weaker students.

Besides this, the college organizes programmes to prepare students belonging to these categories for competitive examinations; and it also organizes programmes for remedial teaching and preparing them for job-related competitions for the above mentioned categories of students for which no fee is charged.

7.2.2 What efforts have been made by the institution to recruit staff from the disadvantaged communities? Specify?

a) teaching b) non-teaching

The staff appointments are made according to the norms and the reservation policy of Swami Ramanand Teerth Marathwada University, Nanded and the Government of Maharashtra. Efforts are

made to recruit non teaching staff from the disadvantaged communities because college has that discretion.

7.2.3 *What special efforts are made to achieve gender balance amongst students and staff?*

Staff: The number of female teachers is 35 and male teachers 42. That is there are 45 % female teachers in the college.

Students: Following table shows the strength of male and female students in year 2008-09.

Total Female students (2008-09)

Class	Total Students	Female Students	% of Female Students	% of male Students
UG	2073	661	31.88	68.12
PG	461	238	51.62	48.38

Number of teachers gender wise (2008-09)

Male : **35**

Female : **42**

Number of teachers gender wise (2009-10)

Male : **35**

Female : **42**

7.2.3 Has the institution done a gender audit and/or any gender-related sensitizing courses for the staff/ students? Give details.

Yes. The gender audit is done every year by the administrative unit of the college. The following graph shows the details:

PG Gender wise admissions

UG Gender wise admissions
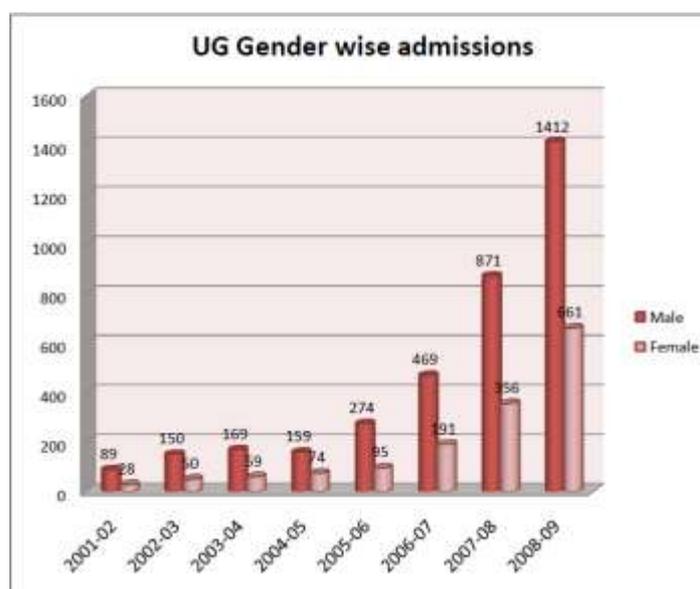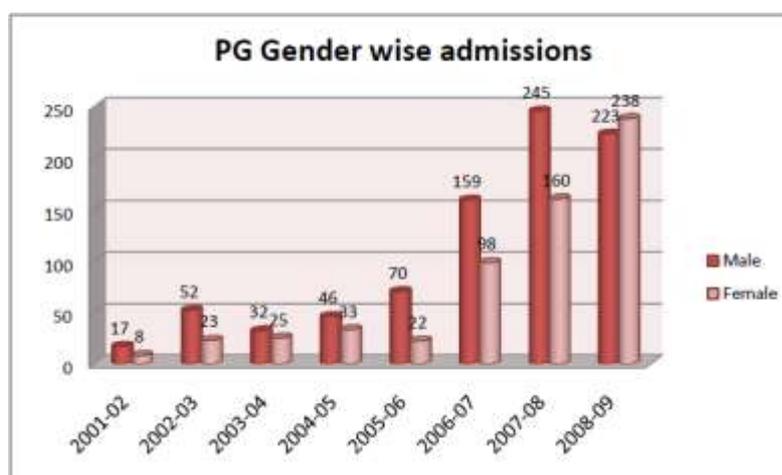
7.2.4 *What intervention strategies have been adopted by the institution to promote the overall development of students from rural/ tribal backgrounds?*

Latur comes under urban area. There are a number of students who come from the rural areas. Taking into account the level of the knowledge of the students, intensive coaching is given to them. Sometimes, bilingual method of teaching is used to make the teaching-learning effective and meaningful.

Special Communication Skill Classes are arranged to improve communication skills of students. The college conducts Preparatory Courses (Bridge Course) for students. Personality development programmes are also arranged the students from rural background..

7.2.5 *Does the institution have a mechanism to record the incremental academic growth of the students admitted from the disadvantaged sections?*

Performance of the students from disadvantaged sections of all the classes is noted and analyzed semester-wise. The students from these sections are given special training. Committees of the lecturers assess their performance in the unit tests and pre-semester examination. If required, the students are helped in their study and the teachers are asked to coach them personally.

The college is situated in Latur. The city is surrounded by villages and therefore the student profile shows majority of the students belonging to rural background. The academic development of such students is ensured by special attention, remedial teaching and bridge courses in the departments. The special efforts are made to remove inferiority complex present in such students, if any, by motivating them to participate in activities like group discussions in the classes.

Students with rural background possess natural talent like physical endurance, inclination in cultural activities like folk arts. Therefore they are motivated to participate in NSS which are partially government funded activities. NSS, Sports and cultural activities have proven that students from rural/tribal background outshine their city-counterparts. Incremental academic growth of the students for last four years is as below:

Category	2005-06	2006-07	2007-08	2008-09
SC	16	35	32	62
ST	1	11	11	7
OBC	28	96	94	125
Women	26	150	132	214
Physically-Challenged	0	0	0	0
General Category	112	337	248	510
Any Other (NT/VJNT/)	20	31	31	50
Total	203	660	548	968

7.2.6 *What initiatives have been taken by the institution to promote social-justice and good citizenship amongst its students and staff? How have such initiatives reached out to the community?*

Students are made aware about their responsibility towards society. The students and the staff celebrate the birth and death anniversaries of the great people. Lectures of the learned persons are arranged to create awareness in the students about their social responsibilities. There is an NSS unit in the college. Every year, the NSS camp is held in the nearby village.

Here the students work with the villagers, do social work and create awareness about the disadvantages of illiteracy, superstition and environment pollution. The college NSS unit has decided to adopt Hasegaon, a village in the Latur district.

Recently, Biotechnology department of college has started guiding farmers in respect of the increase of soil fertility by using Biofertilizer.

7.3 Stakeholder relationships

7.3.1 *How does the institution involve all its stakeholders in planning, implementation and evaluation of the academic programmes?*

The representatives of students, teaching staff and non-teaching staff are involved in the decision making process related to all academic programmes. Meetings with parents are arranged every year to get their opinion, know their expectations and let them know about their wards.

The Alumni Association meets regularly and it offers its suggestions for the overall improvement of the college. Alumni are e-mailed the syllabi and their suggestions are invited to make the syllabus more relevant in the modern world.

Besides this, feedback is taken regularly from academic peers, Industrialist. Based on this feedback, planning is done, decisions are taken and these are successfully implemented for academic growth.

7.3.2 *How does the institution develop new programmes to create an overall climate conducive to learning?*

The college develops new programmes such as: Guest lecturers of the eminent professors are arranged quite often to impart more knowledge to the students. The lectures cover the topics in the course and the related study areas. Programming contest, Quiz contest, Debate, Online Examination, Project competition, Poster presentation, Seminars for students are arranged. This all helps to create an overall climate conducive to learning.

7.3.3 *What are the key factors that attract students and stakeholders resulting in stakeholder satisfaction?*

The college has the tradition of the best examination results. Every year the students of this college top the University merit list. Besides, the college arranges campus interviews. This benefits the college students and the students in its vicinity. Laboratories are well equipped and the library has a number of course books and reference books.

Key factors that attract students and stakeholders

- Infrastructure, library and other resources.

- Student and Learner Centric Focus.

- Best Exam results.

- Hostel facilities for girls with comfortable accommodation, mess, reading hall, recreation facility, safety and security.

- Canteen facility.

- Several sports facilities.

- International Certifications such as CISCO, IBM, Oracle.

- Teachers' quality.

- Research opportunities leading to M.Phil. and Ph.D.

- Transparent admission and administration, enforcement of reservations.

- Implementation of Government policies and programmes.

- Dedicated placement cell in the college looked after by experienced staff.

- Campus interviews

- New courses are started as per industry needs

- Six Computer laboratories and total 250 computers, UPS and generator backup.

- Broadband internet facility is available for all the students.

- Student friendly teaching and non-teaching staff.

- Digital Library.

7.3.4 *How does the institution elicit the cooperation from all stakeholders to ensure overall development of the students considering the curricular and co-curricular activities, research, community orientation the personal/spiritual development of the students?*

Every year the alumni and the parents meet are organized .Alumni and parents give suggestions for improvement in the existing mechanisms

As far as community orientation is concerned, NSS, and individual teachers play key role by seeking the cooperation by stakeholders.

For personal and spiritual development, students take part in personality development programme run by the college,Yoga Shibirs for good health, etc.

7.3.5 *How do you anticipate public concerns in your current and future programme offerings and operations?*

The public concerns with current and future programme offering and operations are anticipated by way of discussions with students, parents, alumni in different meets.

7.3.6 *How does the institution promote social responsibilities and citizenship roles among the students? Does it have any exclusive program for the same?*

The college gives priority to promote social responsibilities and citizenship roles among the students through co-curricular and extracurricular programmes.

- College has different forums to promote social responsibility, citizenship role and issues beyond curriculum.

- It arranges special lectures by experts, awareness programmes, and celebration of national days/festivals, programmes to promote value education, patriotism, national integration, social service, and community orientation.

- The NSS Unit conducts regular programmes on culture, arts, citizenship and social service.

- The college organizes programmes on Independence Day, Republic Day, National Youth Day, Sadbhavana Day, University Foundation Day, Science Day, Women's Day, and Environmental Day and so on.

- The students of the college are encouraged to organize, conduct and compeer these programmes and functions. Thus, team work, leadership, co-operation, social commitment and duties are emphasized.

7.3.7 *What are the institutional efforts to bring in community-orientation in its activities?*

The college NSS unit undertakes different programmes through which society orientation is being done. All the institutional efforts mentioned at 7.3.6 are meant to bring community orientation.

7.3.8 *How does the institution actively support and strengthen the neighborhood communities? How do identify community needs and determine areas of emphasis for organizational involvement and support? How do the faculty and students contribute in these activities?*

The college supports and strengthens the neighborhood communities through the activities of NSS and also by organizing lectures by eminent personalities regarding burning issues. NSS unit of college organizes camps in different village and undertakes different activities for societal benefit. The faculty and the students of the Biotechnology continuously visit the rural area surrounding Latur and guide the farmers in the agricultural problems.

7.3.9 *How do the faculty and students contribute in theses activities?*

The students actively participate in all these activities on their own and sometimes as part of their academic program. Not only that but they

also help the concerned teachers and other activity monitoring authorities in the smooth running of activities when necessary. Even before commencement of any activity, senior and experienced students guide and offer the practice to the new candidates.

7.3.10 Describe how the institution determines student satisfaction, relative to academic benchmarks? Does the institution update the approach in view of the current and future educational needs and challenges?

We keep students at the centre of all activities. The college has regular feedback from all the stake holders and based on the same all possible facilities have been provided for convenience and comfort of students. College keep watch on current and future educational needs and accordingly take the steps and succeeds. Suggestion box mechanism helps us read the minds of the students.

7.3.11 How do you build relationships? (a) to attract and retain students (b) to enhance students performance and (c) to meet their expectations of learning What is your complaint management process? How do you ensure that these complaints are resolved promptly and effectively? How are complaints aggregated and analyzed for use in the improvement of the organization, and for better stakeholder-relationship and satisfaction?

In our institution very healthy and transparent atmosphere is maintained which helps to attract and retain students and also to enhance their performance. We have been trying to be maximum possible students friendly.

Following are some of the features of our system which helps the college in the above aspects.

- Teachers are available to the students even after the regular teaching.

- Personal attention of the teachers in the progress of the students

- Direct or indirect participation of teachers in the events managed by the students

- Students' participation in the decision influencing bodies like students council

- The students are consulted by authority before taking important college level decisions directly related with students

- Positive change in the mindset and working methods of the teacher and administrative staff with regard to use of ICTs and meetings of the HoD and facilitating their regular participation in advanced courses, extension and research activities.

7.3.12   *What is your complaint management process? How do you ensure that these complaints are resolved promptly and effectively? How are complaints aggregated and analyzed for use in the improvement of the organization, and for better stakeholder-relationship and satisfaction?*

Student's complaints are aggregated both through Student Council, Suggestion Box and through the feedback taken from parents and personally by authorities. Analysis as done by authorities and accordingly steps are taken.

Evaluative Report of Academic Departments

1.   Computer Science

Head: Mr. S.S. Chowhan, M.Sc.(CS), M.Phil.(CS)

The Department, established in the year 2001, has seventeen faculty members. It is actively involved in research activity. Two UG and two PG programmes are run by the department. Admissions are open to all students belonging to all categories. The syllabus revision was taken up by the university in the year 2006. The faculty members contribute in syllabus framing. The department proposes to organize seminars and workshops on new trends and technologies in computer science.

The Head of this Department is working on "Exploring Fuzzy Neural Network for Iris recognition" leading to the Ph.D. Degree under the guidance of Dr. G. N. Shinde, Principal of IGC, CIDCO, Nanded. He has published four papers in international conference and journal and also completed one minor research project funded by UGC worth Rs. 60,000. Mr. I M Kazi is working on 'MRI Brain Segmentation' for Ph.D. and Ms. A.R. Bajaj is working on "**Offline Character recognition**" leading to the M.Phil. degree under the guidance of Dr. M. R. Patil, Principal of COCSIT. The department is the recognized Research Center for Computer Science. Fifteen students are University rank holders.

2.   Computer Application

Mr. M.H. Kondekar, M.C.A., M.Phil.(CS)

The Department, established in the year 2001, has seventeen faculty members. It is actively involved in research activity. Two UG programmes are run. Admissions are open to all categories. The students from all streams (Art / Commerce and Science) are admitted to the courses. The syllabus was revised in the year 2007 by the University.

HOD is working on "Personal Identification in Network Society Using Fingerprint" leading to the Ph.D. Degree under the guidance of Dr. U. V. Kulkarni, Academic Dean, SGGS, Nanded. He has published four papers in national and international conference and also completed one minor research project funded by UGC worth Rs. 60,000. Ms. U V Suryawanshi is working on "**3D MRI Brain Segementation**" leading to the Ph.D. Degree under the guidance of Dr. U. V. Kulkarni, Academic Dean, SGGS, Nanded. The department also plans to conduct National conferences on Computer Vision, Artificial Neural Network.

3. Computer Management

Head: Mr. N. S. Zulpe, M.C.S., M.Phil.(CS)

This Department has twelve staff members. The department is actively involved in research activity. It runs one UG and two PG programmes. Admissions are open to all categories. It was established in the year 2001.The syllabus was revised in the year 2007 by the University.

HOD is working on " MRI Brain Tissue Segmentation" leading to the Ph.D. Degree under the guidance of Dr. V. P. Pawar, Director, SIT, Pune. Ms. R B Shinde is working on "**Speech Recognition**" leading to the Ph.D. Degree under the guidance of Dr. V. P. Pawar, Director, SIT, Pune. The department plans to conduct state level seminar on Network Technology.

4.   Biotechnology

Dr.C. M. Wadatkar, M.Sc.(BT),Ph.D.

This Department has sixteen staff members. The department is actively involved in research activity. It runs one UG and one PG programmes. Admissions are open to all categories. It was established in the year 2004.The syllabus was revised in the year 2007 by the University.

Department has organized National Level Conference in 2007 and also has plans for national and international collaboration. One major project is sanctioned by UGC worth Rs.11,00,000 and one minor project funded by UGC worth Rs. 93,000 is completed. Other staff members are pursuing their M.Phil. and Ph.D.

5.   Languages

Head: Mr. D. M. Muddudge, MA(English)

This Department, established in the year 2005, has three staff members. The syllabus was revised in the year 2007 by the University. Ms. N T Khan is pursuing her Ph.D. The department has planned to establish Language Lab. It organizes group discussions and communication and Soft Skill programmes for students and staff. The department runs English language classes and programmes for Campus Interviews under the Communication Skills Forum. Fifty students from Computer Science / Computer Application / Computer Management are benefited and placed in multinational companies.

6. Mathematics & Statistics

Mr. S. R. Mane, *M.Sc.(Stats)*

This Department has two staff members. It was established in the year 2006.The syllabus was revised in the year 2007 by the University. The department helps in conducting Aptitude classes for students who are appearing for MBA and MCA entrance examination and also for campus interview. The department proposes to organize seminars and workshops on Operation Research, Optimization Techniques.

7. Physical Education

Head: Mr. N. M. Sadaphule, M.P.Ed.

This Department has one staff members. The department has separate table-tennis room, Chess hall, and gym for boys. The department has 01 attendant. Number of prizes won by students in sports is quite impressive. HOD has received Best Umpire Award in cricket. The department plans to organize intercollege tournaments in cricket, volley ball and table tennis.