



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	CHISHTIYA COLLEGE OF ARTS, Commerce and Science, Khuldabad
Name of the head of the Institution	Dr. Shaikh Aijaz Munshimiya
Designation	Principal(in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02437241124
Mobile no.	9890151975
Registered Email	chishtiya_college@rediffmail.com
Alternate Email	iqacchishtiyacollege@gmail.com
Address	Gulzar Mohalla Old Tehsil Building Near Old Police Station, Khuldabad.
City/Town	Khuldabad, Dist.- Aurangabad
State/UT	Maharashtra
Pincode	431101

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		Ms. Quadri Syeda Arshia			
Phone no/Alternate Phone no.		02437241270			
Mobile no.		9860017596			
Registered Email		chishtiya_college@rediffmail.com			
Alternate Email		iqacchishtiyacollege@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://ccak.ac.in/wp-content/uploads/2019/12/AOAR_Report_2018-19.pdf">https://ccak.ac.in/wp-content/uploads/2019/12/AOAR_Report_2018-19.pdf</a>			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://ccak.ac.in/academic-calender/">https://ccak.ac.in/academic-calender/</a>			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C++	66.15	2004	16-Feb-2004	15-Feb-2009
2	B	2.05	2014	21-Feb-2014	20-Feb-2019
6. Date of Establishment of IQAC			18-Mar-2005		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		

Submission of Academic and Administrative Audit Report to University	11-Feb-2020 01	22
Infrastructure Development New Improved Classrooms, increased Toilets, IT facilities etc.	26-Jan-2020 01	1228
Introduction of four Short term Courses	02-Sep-2019 180	41
New Formats for data collection and Maintenance	27-Aug-2019 01	16
Drafting of Annual Budget	30-Aug-2019 01	15
Rare Book Exhibition	07-Sep-2019 01	150
Analysis of Internal Academic Audit	18-Nov-2019 01	40
Parent and Alumni Meet	07-Sep-2019 01	100
Submission of AQAR 2018-19	30-Nov-2019 01	22
Orientation for Non-Teaching Staff on	27-Sep-2019 01	10
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Sk. Aijaz M.	Minor Research Project	Dr. BAMU, A'Bad.	2019 730	50000
Ms. Quadri Arshia	Minor Research Project	Dr. BAMU, A'Bad.	2019 730	50000
Dr. Siddiqui Afroza	Minor Research Project	Dr. BAMU, A'Bad.	2019 730	50000
Dr. Deshpande Shilpa	Minor Research Project	Dr. BAMU, A'Bad.	2019 730	50000
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

<b>10. Number of IQAC meetings held during the year :</b>	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>
? Introduction of skill and capability enhancement certificate courses.
? Increased the number of ICT enabled classrooms.
? Improvement of Science Laboratories.
? Augmentation of Infrastructure with improved classroom capability.
? Promotion of Research cultural among students and Teachers.

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

Plan of Action	Achivements/Outcomes
Proposed to generate funds to help weaker section to meet fees expenses of higher education.	Funds generated and almost five students were helped to pay their fees of education.
Promotion of Research culture.	Four Minor Research sanctioned by the affiliating University.
Proposal for Augmentation of Infrastructure.	Management agreed and started the development of Infrastructure.
Proposed for increasing the number of ICT Rooms.	Number of ICT rooms increased to Two (02)
Academic Audit for three years submission to University.	Academic Audit submitted to University dt. 11/02/2020.
Plan to Submit AQAR for 2018-19	AQAR 2018-19 submitted to NAAC dt. 30/11/2019.
Meeting with IQAC members and management	Introduction of two Skill capability enhancement Certificate Courses.
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">Name of Statutory Body</th> <th style="width: 50%; text-align: center;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">College Development Committee</td> <td style="text-align: center;">03-Mar-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Development Committee	03-Mar-2020
Name of Statutory Body	Meeting Date				
College Development Committee	03-Mar-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	22-Jan-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>? Management Information System is operative in the College. The MIS pervades the following areas of Institute activities. 1. Admission system through University's integrated website. 2. Accounting and Billing through Tally and Easy College Fee Management System. 3. The institute is equipped with CCTV cameras, computer sets with LAN and WiFi and Broadband facilities. 4. Administrative works is completely automated with easy College Fee Management System (software) and computerized online system of the University. 5. Units such as IQAC, Open University study center, NSS, Cultural, Sports, Library are provided with internet, computers and printing facilities. IQAC is promoting the systems to go paperless through mail communication. 6. Students data such as admitted students, exam appeared students, results, scholarships are well maintained and retrievable. 7. Databases such as AQARs, SSRs, AISHE University reports, State governments Resolutions are easily accessible to designated persons such as Principal, IQAC Coordinator. 8. SMS gateway to send important notifications to different stakeholders of the College. 9. Communication of important information to general public through</p>				

website and conventional notices. The College has stressed on transparency in all administrative and financial matters and delegation of power to the appropriate authorities. The Principal own the responsibility to detail the information to the top management.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

? Yes, Institute ensure effective curriculum delivery through yearly planning of teaching learning and other activities. A well-defined Time-Table is chalked out in the beginning of the Academic year. The Time-Table is communicated to the departments for their planning of daily teaching schedule. The HOD, distributes the paper wise teaching schedule to the respective teachers. The teachers then carryout their teaching on the decided schedule and makes a record in their daily teaching diaries with attendance the students. This the institution ensures effective curriculum delivery through a well-planned and document process. These time plans also preserved every year as documentation decides traditional lectures and seminars. Infrastructure for the use of ICT in classroom, like power point presentation and Audio-Visual support also available to make the curriculum interesting for students in same department, bridge course are held in order to make the curriculum delivery more interesting and effective. Internal Assessment done transparently with examined scripts shown to students. Inter-personal skills are in hence through value education. Appointment of Qualified Teachers are under guidance UGC Government of Maharashtra and Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. Local/ state level Magazine, paper give the advertisement for the post requirement time to time. The College teaching plans intended to challenges the professional development of all educators, observable actions, lectures, practices, group discussion, provocations, thoughtful questions rewarding learner participation and active learning process. The college regularly encourages the students to compete in external activity as well. Our Management motto is "Ilm hi Roshni hai" (Knowledge is light). Hence education is for one and all. By, building a learned society, covering all levels of the populace of our college.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Balwadi Aanganwadi Teachers Training Certificate Course Dr. B.A.M.U, A'bad	Nil	29/09/2019	180	To Provide Entrepreneurship employability	To develop Teaching skills dealing with small children
Certificate	Nil	13/09/2019	180	Spoken English	To develop Communicatio

in English  
language-C3E  
(YCMOU,  
Nasik)

classes: 1) n skills in  
English English To  
skills get improve  
more respect English  
2) Gets more vocabulary  
knowledge 3)  
English Comm  
unication  
gives power  
of Influence

Certificate  
in Arabic  
Language  
(C3G)  
(YCMOU,  
Nasik)

Nil

13/09/2019

180

1) Arabic  
speaker are  
in high  
demand 2) To  
understand  
the World's  
largest  
religion,  
Islam. 3) To  
connect to  
rich History  
and another  
civilization

To Develop  
Soft Skills

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	Nil	Nil

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

	Certificate	Diploma Course
Number of Students	41	Nil

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Course On Understanding Islam	22/07/2019	45
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	English	4

BA	Urdu	5
BA	Home Science	3
BA	Geography	10
BA	Economics	2
BA	Sociology	10
BA	History	14
<a href="#">View File</a>		

#### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

<p><b>Feedback Obtained</b></p> <p>Feedback are one of the most important evidence in education system also any impressive work. Which are the perfect reaction of the presentation by the speaker. Feedback are in education system are filed in further kind as feedback by students Ex Student, Parents, Teachers, Management under guidance IQAC -UGC. Aims and Goals of the Institution are success and unsuccessful in role taken responsible in society. Achieve the target of Management in the Society Goal and Objects. The feedback of the work mirror of the Institution in society. Feedback are from out 50 question Excellence, Very Good, Good and so so helping four points in language Marathi, Hindi, Urdu, English under guidance IQAC and UGC. Students feedback first step of Institution success his Goal and achieve the target aims in the life of society, establishment. Student's feedback are framed IQAC and UGC helping. Students feedback are one of the suggestion. Institution also management the weakness of the teacher and plus point of the teacher. Students feedback one of the chance to the teacher develop himself. Enhance knowledge and subject command paper. Feedback Ex-students are one of the best activity in education system. Ex-student feedback are focus to achieve the target, Goal and Objects of the Institution. Ex-students mark out her own experience college life. How they are teaching benefit from this Institution. All round develop honesty and gave the knowledge of institution aims, object and preparation new comers in institute. Ex-student feedback guideline new comers in the institution. How to mix up himself with college life with teacher, college, management and the take role of responsible students in college life. IQAC framed the guideline for the Ex-students feedback notice point out the management, university and NAAC. How we are taken role the development in qualified educated youth in society which are need of 2020 century of India country. Feedback from parents are important remark of Institution work in society achieve the goal and objects of institution prepare to parents responsible parents develop the relation with institution, management and teacher. Rarely parent's feedback one of the effective and honestly mirror of the relation of between parents and institution and remarkable result of institution development achieve aims and goal target in his work. Feedback Analysis: Feedback Analysis are mark out of the whole performance of Institution in role of take education develop society the need</p>
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of 2020 centuries demand. Quality education all round development of the students achieve the target goal and objects. Percentage of the feedback as below: Excellence feedback remark from the students 2, Ex-Students 5, Parents 4, Teachers 2 and Management 0. Very Good remarks students 62, Ex-Students 70, Parents 65, Teachers 71 and Management 79. Good remarks students 28, Ex-Students 22, Parents 29, Teachers 26 and Management 21. So so remarks students 8, Ex-Students 3, Parents 2, Teachers 1 Management 0.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Nil	1200	895	895
BSc	Nil	240	211	211
MA	Marathi	120	20	20
MA	Urdu	120	22	22
MA	History	120	33	33
MA	Political Science	120	47	47

[View File](#)

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1106	122	27	7	5

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
34	34	18	4	2	5

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

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

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

? Our College allotted forty students (Mentees) to every teacher with the following guideline: 1) Continuous contact with the mentee. 2) Continuous tracking of the programme to the mentee. 3) Daily attendance of each Mentee. 4) Keeps the record of the various forms being by the mentee such as their Admission, Exam and Scholarship etc. 5) Record of dropout and try to solve the problems. 6) Continuous encourage them to participate in various activities competition programs on campus or off campus. 7) Ensure and encourage for good result of the mentee. 8) Make awareness about NAAC and its activities among the group. 9) Teachers maintain a list of Mentees Name into Aadhar number, mobile no, e-mail Id, Enrolment no and with passport size photo and class

and subject. 10) Teacher doing the job like parents of mentee by sending them message time to time and talked on cell phone. Mentor also kept the watch on their financial emotional problems and try to solve them. 11) Our College is the Minority institute many time female mentee left the college due to marriage purpose at that time Mentor reached their home and counselled in to their parents. 12) Mentor also help them beside the teaching syllabus other practical issues. 13) Mentor encourages the mentee to participate in various competitions at college and university level. Mentor always tried to track the students in continuous progression Mentor inculcate. 14) Mentor always encourages the mentee to read holy book Quran for to increase moral values.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1106	27	1:41

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
38	34	4	13	4

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Bhalerao Ashok S.	Assistant Professor	(P.G.Teacher) Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.
2019	Dr. Siddiqui Afroza Khatoon	Assistant Professor	(P.G.Teacher) Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.
2019	Dr. Khan Hameeda	Assistant Professor	(Ph. D.) Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.
2020	Mr. Bhanage Shailendra	Assistant Professor	(Honorary Doctorate) Global Peace University, USA.

[View File](#)

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA 2006-07 P-2013	Sem- V	23/10/2019	02/01/2020

BA	BA 2006-07 P-2013	Sem- I, III	19/10/2019	01/01/2020
BSc	P-2013 2006-07	Sem- I	18/10/2019	30/12/2019
BSc	P-2013 2006-07	Sem- III	23/10/2019	31/12/2019
MA	A.9005 (Marathi)	Sem- I, III	05/11/2019	17/12/2019
MA	Urdu-2011	Sem- I, III	05/11/2019	18/12/2019
MA	P-2015 (History)	Sem- I, III	05/11/2019	07/01/2020
MA	P-2015 (Pol.Sci.)	Sem- I, III	05/11/2019	31/12/2019
<a href="#">View File</a>				

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

? CEI(Continuous Internal Evaluation) Assessment of performance is an internal part of Teaching and learning process through the test weekly and monthly, tutorial writing weekly and monthly every department of college adopted different method of evaluate the student i.e. class test and assignment of every student. Mini project writing each student. Seminar on different topics along with University level examination if one and half hours has been conducted twicely in year according to semester. Those students who are not appeared they can an opportunity to complete in a next semester. Model answers and making scheme is prepared by every subject teacher before evaluation. The result of each test are strictly declared within a week of the conclusion. The student can see their respective answer sheets and discuss their queries with concerned staff. The team work evaluation is done by respective course teacher in the mid and at the end of semester. Minor test are conducted before a month before the exam to assess their progress. Power point presentations are given for better conceptual understanding and application of the theoretical knowledge. Online platforms like Telegrams Media app is used for testing with multiple choice question and the students are notified about their performance is displayed through continuous assessment.

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

? Academic calendar of every year is created by the institution beforehand and circulated to different departments to follow the curriculum accordingly. Every department has to strongly adhere to their respective Academic schedule and complete their curriculum within the given span. Around 15-20 days are allotted to conduct the midterm examination. Different Anniversaries and important / significant days of notable personalities are celebrated in the institution. Various awareness programmes like social Awareness, Nutritional important awareness etc. are conducted as per the Academic calendar programmes on Social Issues, Career guidance, Personality Development programmes, College Gathering, Skill build-up initiatives are also conducted.

### 2.6 – Student Performance and Learning Outcomes

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

[https://ccak.ac.in/wp-content/uploads/2019/11/Programme\\_Outcome.pdf](https://ccak.ac.in/wp-content/uploads/2019/11/Programme_Outcome.pdf)

#### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
P-2015	MA	Pol. Science	26	25	96.15
P-2015	MA	History	12	11	91.66
Urdu-2011	MA	Urdu	8	8	100
A-9005	MA	Marathi	7	6	85.71
P2013	BA	General	158	144	91.13
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## 2.7 – Student Satisfaction Survey

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

<https://ccak.ac.in/questioners/>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	Dr. BAMU, A'bad.	200000	100000
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
World Parliament International Award 2019	Mr. Bhanage Shailendra	World Parliament International Award 2019	24/12/2019	Social Services
Postal Stamp	Mr. Bhanage Shailendra	World Constitution Parliament Association, Head Office Shirirampur	23/12/2019	Social Services
<a href="#">View File</a>				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Urdu	2	7
International	Sociology	2	5
International	Geography	1	5
International	Home Science	3	6
International	Pol. Science	1	5
International	Economics	2	5
<a href="#">View File</a>			

#### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Sociology	1
Marathi	1
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	0	Nil	Nil
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#### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Nil	Nil	Nil	0
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#### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	8	62	3	11
Presented papers	4	5	Nil	Nil
Resource persons	2	Nil	Nil	Nil
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Youth Day	NSS Unit	10	62
Republic Day	NSS Unit Cultural Dept.	8	49
Dr. Babasaheb Ambedkar Mahapari Nirvahan Day	NSS Unit Cultural Dept.	10	43
Mahatma Phule Jayanti	NSS Unit Cultural Dept.	8	44
Gandhi Jayanti Celebration	NSS Unit Cultural Dept.	10	44
Programme on Tourism	Dept. of History NSS Unit	12	65
NSS Foundation Day	NSS Unit	8	72
Teachers Day	NSS Unit Cultural Dept.	12	46
University Foundation Day	NSS Unit Cultural Dept.	10	43
Independence Day	NSS Unit Cultural Dept.	12	62
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities

Swachhta Abhiyan	NSS Unit	Parisar Swachhta Campus-II	8	58
Environmental Awareness	NSS Unit	Van Mahotsav Lectures Tree Plantation	10	80
Health Awareness	NSS Unit	Anti-Tobacco Day (Path Natya)	12	59
Women Empowerment	NSS Unit Cultural Dept.	Savitribai Phule Jayanti Lecture	12	46
Swachh Bharat	NSS Unit Khuldabad Dargah Committee	Cleanliness of Urs Maidan	8	60
AIDS Awareness	NSS Unit Gramin Rugnalaya K'bad	AIDS Awareness AIDS Check-up Camp	12	50
Swachh Bharat	Panchayat Sametti NSS Unit	Plastic Mukti Abhiyan Rally Swachhta	10	17
Health Awareness	Home Sci. NSS Unit	Nutrition week	5	58
Swachh Bharat	NSS Unit	Parisar Swachh	12	65
AIDS Awareness	NSS Unit	Red Ribbon Club Inauguration Lecture	8	45
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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	Quadri Syeda Arshia and Mr. I.G. Syed	Institute	02
Faculty Exchange	Dr. Siddiqui Afroza Khatoon and Dr. Qamrunnissa	Institute	02
Faculty Exchange	Dr. Deshpande Shilpa & Dr. Manisha Wanjare	Institute	02
Faculty Exchange	Dr. Bhalerao Ashok S. & Dr. Rajendra B. Bhalerao	Institute	02
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#### 3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research

facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Short Term Linkages	Skill Development	Jan Shikshan Sanstha Aurangabad, Anujm Art Training Classes, Khuldabad	30/08/2019	05/09/2019	24
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Bhartiya Yuva Skakti Trust (BYST) Aurangabad	14/02/2020	Entrepreneurial development and business guidance	37
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
530000	515593

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Video Centre	Nil
Value of the equipment purchased during the year (rs. in lakhs)	Nil
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Nil
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Newly Added
<a href="#">View File</a>	



## 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Qualsoft Library Management Software	Fully	07	2009

### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4298	635608	45	20776	4343	656384
Reference Books	190	73994	87	22220	277	96214

[View File](#)

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil

No file uploaded.

## 4.3 – IT Infrastructure

### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	25	0	24	13	13	6	4	11	1
Added	0	0	0	0	0	0	0	0	0
Total	25	0	24	13	13	6	4	11	1

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

11 MBPS/ GBPS
---------------

### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Video Camera, Head Phones, Mike, Speakers, Laptops, Computers, Projector, Photo Camera, Internet, Wi-Fi.	<a href="https://ccak.ac.in/wp-content/uploads/2021/08/E-Content.pdf">https://ccak.ac.in/wp-content/uploads/2021/08/E-Content.pdf</a>

## 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
400000	273674	530000	515593

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

? The College ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meeting of various committees and faculty constituted for this purpose and using the grants received the college as per the requirements in the interest of students. ? Library For the maintenance of library infrastructure and facilities the library committee and Administration have been given the responsibility to purchase books and other materials. As per the recommendations received from the departments of the College, the library of the college have a good stock of text and references in library. For enriching of the library, the committee procures some good publication from national and international publishers. The library committee organises reading sessions among the teachers and students, appeals to and organises students, teachers, alumni guardian to take the benefits from the library. ? Laboratory: The laboratory equipment, specimens and other necessary chemicals are purchased by the office of the principal as per the requirements of the teaching departments of the college. The science students of the college taught and trained about the use and maintenance of laboratory items. ? Sports Our College has well equipped sports section. Every year our students are representing University, Regional, Zonal, District, State level, National level Sports meet etc. regular practices are made by the students in college campus-II for team events. Consequently, the College has won medals and cash prize in various meets at different level. ? Computers There are 25 computers in Computer Lab. Daily classes are conducted for students. All repairs and maintenance expenses of the lab are borne by the College. All the departments have internet and Wi-Fi facility. Open access of Wi-Fi are available for students. ? Classroom In College Campus all classrooms have furniture. The maintenance of classrooms is a regular exercise. Classrooms are allocated to all departments along with necessary tools. The classrooms are utilized as per the time table of the department. In addition to the above separate rooms are for Computer Lab, Sports Section, Examination Section, IQAC room, Staff room, Principal Chamber, Office room and NSS room. All the room are properly maintained by the staff. The class rooms are situated in green and plastic free campus.

[https://ccak.ac.in/wp-content/uploads/2019/11/Maintainance\\_Policies\\_and\\_Procedures.pdf](https://ccak.ac.in/wp-content/uploads/2019/11/Maintainance_Policies_and_Procedures.pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student Welfare Scheme	5	28425
Financial Support from Other Sources			
a) National	GOI Scholarship Scheme and National Minority Scholarship	552	416999

b)International	Nil	Nil	0
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Certificate Course in Domestic History (Bridge Course)	05/09/2019	15	Institute
Marathi Spoken for Urdu Speakers (Bridge Course)	05/09/2019	10	Institute
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Competitive Examination and Guidance Center Cell IAS, IPS, Training Center, Maharashtra Government.	66	100	1	1
<a href="#">View File</a>					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	7

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
--	Nil	Nil	Nemat Foundation, Khuldabad	22	10
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	11	Chishtiya College of Arts Science, K'bad.	Urdu	Chishtiya College of Arts Science, K'bad.	M.A. Urdu
2019	1	Chishtiya College of Arts & Science, K'bad.	Urdu	DR.ZAKIR HUSAIN B.Ed. COLLEGE, KHUL DABAD	B.Ed.
2019	1	Chishtiya College of Arts & Science, K'bad.	Urdu	Dept. of Urdu, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad	M.Phil.
2019	10	Chishtiya College of Arts & Science, K'bad.	Marathi	Chishtiya College of Arts Science, K'bad.	M.A. Marathi
2019	16	Chishtiya College of Arts & Science, K'bad.	History	Chishtiya College of Arts Science, K'bad.	M.A. History
2019	38	Chishtiya College of Arts & Science, K'bad.	Pol.Science	Chishtiya College of Arts Science, K'bad.	M.A. Pol.Science

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

Items	Number of students selected/ qualifying
Civil Services	2

[View File](#)

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

Activity	Level	Number of Participants
Cultural (30-1-2020)	Institute	36
Cultural (13-1-2020)	Institute	42
Cultural (6/1/2020 )	Institute	40
Cultural (9-12-2019)	Institute	42

Cultural (26-11-2019)	Institute	24
Cultural (1-10--2019 )	Institute	32
Cultural (7-09-2019 )	Institute	35
Cultural (1-08-2019 )	Institute	28
Sports (Kabaddi Competition)	State	29
Sports ( 25-1-2020)	Institute	47
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Gold Medal (02) III Prize	National	3	Nil	20160152 00814210	Thete Harshal Suresh
2019	I Prize	National	1	Nil	20190152 00636690	Pathan Karishma bi
2019	I Prize	National	1	Nil	20190152 00645300	Nagapure Dhanjay Popat
2019	Silver Medal, I Prize	National	1	Nil	20170152 00426100	Gairao Amol Sukhlal
2019	I Prize	National	2	Nil	20190152 00949330	Meher Yogesh Prakash
2020	III Prize	National	1	Nil	20150152 00868060	Shengde Saravan Vikas
2020	I & II Prize	National	2	Nil	20180152 00814210	UghadeAshish Bapurao
2020	I Prize	National	1	Nil	20170152 00429630	Mate Ajinkya Ganesh
2020	I & III Prize	National	2	Nil	20190152 00636180	Septain Ahmed Jaleel
2020	III Prize	National	1	Nil	20180152 0034387	Pathan Mateen Ahmed
<a href="#">View File</a>						

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

? Activity of Student Council: The Student Council is the constitutional representative body of the Student at the college level which is formed as per the guidelines of University act under section 2016 for the purpose to serve the student at the college level. It plays a critical role to keep the college environment healthy and well-functioning. Due to student's participation. It is easy for the college administrative to conduct various programmes like cultural, recreational, sports, awareness and educational and also provide Society commitment services through NSS and other units. It is very nice practice and good platform for student to represent their view, ideas and interest. This Student Council idea to improve the quality of higher education. University instruction by making a committee. Body including as follow: ? General Secretary ? Ladies Representative ? NSS representative ? Sports representative ? Cultural representative Class representative from B.A. I, II, III year representative from this selected student council one student is nominated as University represent college in the University.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

150

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

? Yes, Alumni Association created informally, meets two times every year. The meeting takes place under the president ship of the principal and the body of the association attend the meeting along with other member. The meeting in the beginning of the academic year decides the plan of action of alumni activities through the year they decide their contribution

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

The Institute always believe in the practices of decentralization and participative management practices of decentralization is having own significance in the management. It reflects the policy decision making, planning and administration and office management. Management and administration is responsible for quality Institute to promote Education to all section. The Institute enhance the quality of various levels, Management, College Development Committee, Governing Council, Principal, IQAC, and NAAC Committee, various committee, Academic Staff welfare, Administrative and non-teaching staff, NSS, all stakeholder involve in decentralisation and participative Management all are working together for efficient functioning of the Institute. Each Committee has been provided specific functions codes to the needs of the Institution for the ongoing progress and development of the Institution. The Institution promotes the culture of participative management at the strategic, functional and operational level. The Principal, Governing Body, Teachers and IQAC are Involved in defining policies and procedure guidelines and rules and regulation pertaining to admission, examination, code

of conduct discipline, grievances etc. Faculty member share knowledge among themselves student and staff member while working for a committee. Principal and faculty are involved in research and published. The Principal and faculty member internal with external agencies and faculty members maintains with the concerned dept. of other college. All staff and students along with non-teaching staff join hand with Principal for the execution of different academic, administrative, extension related curricular co-curricular and extracurricular Activity. 1. IQAC Wing The Internal Quality Assurance Cell of our College was set up as a quality sustenance and enhancement measure. The prime task of the IQAC is to develop a system for conscious and consistent Improvement in the overall performance in the College. Its work is towards Internalization and Institutionalization of quality enhancement initiatives.

For successfully development of Institution IQAC set some mechanism like Academic Administrative Audit and Feedback mechanism. ? The purpose of Academic Audit is to encourage departments or programmes to evaluate their "Education Quality Process". The key faculties activities require to produce, assure and regularly improve the quality of teaching and learning. It evaluate the efficiency and effectiveness of the administrative procedure. Internal External evaluation has been done. In this process for more transparency which includes assessments of policies, strategies and functions of the various administrative dept., cultural of the overall administrative system. 2. Feedback Mechanism For Improving quality education and development of Institution IQAC started this Mechanism for betterment. It is essential part of teaching learning. It helps to teacher to understand his or her subject being taught. The feedback form different stakeholder, help the Institution to understand the need of society and what other stakeholder expert from the Institute. In our College feedback are taken from Student, Teachers, Alumni, Parents and other stakeholder. All the feedback are evaluated and analysed by committee under principal's Guidance report are generated and inform to concern member for improvement. 3. Cultural Wing Decentralization and participative management through Cultural Committee activities. The Cultural Committee organize various competition and events though at the year for encouraging

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	In Curriculum Development one faculty of our Institution are member of Board of study (BOS) in academic year 2019-20. 1. Dr. Jamale H.N. - History-Faculty Member Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. 2. BOS Member Chairman - History - S.N.D.T. University. (Women University) 3. BOS Member - History S.R.T. M.U. Nanded. ? The Board of Studies shall have following power of duties: 1. To recommend the Introduction of new Diploma, Degree and to discontinue the irrelevant subject. 2. To recommend course Syllabi, structure and evaluation schemes of various courses. 3. To recommend the references Book and other material which is useful for



study material. 4. To recommend modification of course or updating the course. 5. To prepare the panel such as examiner, external examiner, paper setter and subject expert etc. 6. To prepare the requirements with regards to library, laboratory Equipment in respect of Course concerned. Organizing curricular related Field Visit, Study Tour, Industrial Visits, Social and Economic survey, Workshops, Seminars, Group discussion. Department in the Institution organized various activity time to time as a part of Curriculum to enrich Knowledge, Skill development, Awareness leadership quality etc. Dept. of Urdu organized lecture series (Guest Lect.) on 08-02-2020 Guest Lecture by Dr. Quasit Akhtar Sultana on the Topic of "Quami Yakjehti wo Hubbub Watani Aur Urdu Zuban-o-Adab" and also same day wall paper and project work competition was also organized. Dept. of Geography and History, Pol. Science also Social Sciences organized Study Tour at "Pitalkhora Sanctuary" same dept. The also complete a social and Economic Survey of "Sulibhanjan ethyl Vit Bhatti Kamgarancha Samajik ani Aarthik Survey". Dept. Of Home Science organized various programmes like Guest Lectures, Awareness programmes, Field visit, Tours at for the course of skill development awareness to enrich knowledge etc. Dept. also celebrate as Nutrition Month in the academic year 2019-20, In the month various activities were organized like Essay Competition on "Indian Women Health Diet". Charts and Poster were prepare by students on basic concept of food of Nutrition, balance diet of health. Slogans, Competition also taken in various languages focusing on nutrition and health. Nutrition rich recipe competition was successfully conducted in department which develops cooking skills of students. A lecture was organized on the Topic "Adolescent girls health and diet" by Prof. Kandi Anuja, HOD of D. D. College, Waluj. Dept. of History organized various programmes for student welfare on 12th Aug 2019 "Modilipie Script" workshop was organized for development writing skills. 25 student and staff member were participated in the workshop. Also organized Education Tour on 2nd Jan



2020 at "Ajanta Caves" 34 students are participated in this educational and research tour. Dept. of Marathi organized various programmes such as essay competition, reading poems, speeches and wallpapers. Organized guest lect. By Dr. Santosh Chavan, Chhatrapati College, Pachod. On 7th Oct 2019 Special Guest Lect. By Dr. Ramesh Devhde, Kohinoor College, Khultabad. Also guest lect. On 04th Feb 2020 by Prof. Dilip Devhde, Ajit Dadu Pawar College, Rannagar, Dist. Jalna.

Teaching and Learning

In order to enhance quality in teaching and learning Teachers adopted different method apart from lecture method i.e. Group discussion, Seminar, Projects, experimental, demonstration and practical method. In some subject use of ICT also recommended or use by showing them different clips or demonstration for particular topic. Students are encourage to participate in every actively organize by College or different dept. Remedial or extra lecture also adjust for slow learners. Attainment of course out come and analysis is done at the end of the semester by taking Internal Test and Tutorial and action plan are prepare and Implemented to improve the teaching learning process.

Examination and Evaluation

Institute organize internal examination such as test tutorial, preliminary exam and practical exam apart from university according to academic calendar. This Internal examination is taken for progression and development in Students. Internal Evaluation has been done to see the result. After result analyses with help of the Committee and Principal strategic planning is done for Improvement.

Research and Development

Institute has the Research and Development unit to promote research in faculty and students. Institute motivate the faculty as well as student to take research activity and publish research work. Faculty members are encouraged to attend and present paper in conference and seminar. Institute motivate the students to undertake project as a part of curriculum as well as for participating in external project competition. Research unit motivate students to take such a topic

	<p>which is need of society or based on social issue in villages Khuldabad.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>? Library Institute has a rich collection of books in central library especially Urdu collection. ? Suggestion from faculty and students 'Committee for Library' are used for improvement in quality of library resources. New books are purchased every year for new courses or as per syllabus changes. ? The Institute has ICT facility for Faculty as well as Student. The Institute regularly enhance the Internet connectivity facility and regularly enhance the power backup facility. ? Physical Infrastructure is increased as per need. Science Faculty have separate building. New propose plan for new building is in progress. Ply ground for sports are available in campus II.</p>
<p>Human Resource Management</p>	<p>Institute recruited require staff on temporary or CHB. Head of the Institution guides and counselling them time to time to meet their teaching objectives, helping them to realize their potential on the basis of performance appraisal. Institute felicitated and appreciate time to time for their works and achievements. ? For Faculty development Institute allow to go for training programme organized by the university like Refresher, Orientation, and Short Term Courses etc. Institute allotted various responsibility such as IQAC, NSS, Cultural, and Examination. Various Committees are organised whenever necessary though out the year.</p>
<p>Industry Interaction / Collaboration</p>	<p>Nil.</p>
<p>Admission of Students</p>	<p>The Admission Criteria adopted is basic first come first base because the Institution started in rural area for weaker section as per vision of the Institute. "To provide education to weaker section or in remote area." i. Students are selected for admission to B.A. I B.Sc. I with passed 102 level. ii. Student are selected for admission to P.G. classes with at 45 mark at degree level and should give entrance test and quality it. Institute provide different facility to the student during admission i.e. relaxation in fees, concession in fees or provide fees from welfare fund to poor student.</p>

After admission in degree or post degree Institute provide Scholarship to Minority student through Govt. Institute try to start vocational and bridge courses for student so they can benefited.

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

E-governance area	Details
Administration	? All the College work done through the Software. ? Important Notices or Information given by IQAC through e-mail to Teaching and non-Teaching staff fully automated Internet facility are available. ? Online salary of the staff member is done. ? Biometric attendance for all staff member. ? All Important administrative information or programmer updated on website.
Finance and Accounts	? The account of the Institution are maintained through software. ? Financial transaction of the govt. and other organization is through software.
Student Admission and Support	? Student admission procedure is carried out through the software connected with university website. ? Computer centre with Internet facility were available to students. ? Smart class were developed for student.
Planning and Development	? According to the vision and mission set by Authority, planning and development executed which is also uploaded on Institutional website. ? Governing body meeting held twice in year. Meeting, Minutes and Resolution by circulation to member with hard copies and in addition e-mail practice also started.
Examination	? Examination from of the student are filled online. ? All the important of the exam are circulated by university to the college online. ? Information about examination or other programme organize by college are given to students through e-mail. ? University Exams Question papers provided online by University downloaded successfully every year with all arrangements such as Internet, Photocopying, web cameras etc. to conduct University exams. ? Practical and Internal marks are also uploaded online to University.

#### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. Quadri Arshia	"Filling AQAR Under New NAAC Process"	Nehru College of Arts, Commerce Sci. Aurangabad.	1000
2019	2. Dr. Noorjahan Sk.	"Filling AQAR Under New NAAC Process"	Nehru College of Arts, Commerce Sci. Aurangabad.	1000
<a href="#">View File</a>				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Workshop on Data Management	Nil	07/03/2019	07/03/2019	32	Nil
2019	Same as Above	Workshop on Data Management	18/03/2019	18/03/2019	Nil	9
<a href="#">View File</a>						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
ICT Tools for effective Teaching learning (FDP)	1	11/05/2020	16/05/2020	06
NAAC Assessment Accreditation for Affiliated College (FDP)	2	08/06/2020	13/06/2020	06
Research Methodology tools technique	1	18/05/2020	22/05/2020	05
NAAC Awareness Programme for Faculty (FDP)	1	08/05/2020	14/05/2020	07

Faculty Development Programme (online): An Approach for Technical Skill Enrichment (FDP)	1	05/05/2020	10/05/2020	06
Role of Teacher in quality Enrichment Accreditation (FDP)	1	05/06/2020	11/06/2020	07
E-Content Development (FDP)	1	05/06/2020	10/06/2020	06
E-Learning Tools for effective Teaching Learning (FDP)	1	16/05/2020	16/05/2020	01
Swayam ARPIT online Course	2	08/05/2019	16/02/2020	Null
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Null	13	Null	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Promote for Self-development and Faculty development. Facilities: Casual Leave, Medical Leave, D.L. on OD, Maternity Leave, Special Leave, PF and recommendation for Loan of other bank. R.O. drinking water facility, Medical Facility Recommendation. Wi-Fi Facility.	Transport facility, C.L.,D.L., M.L., E.L., Maternity Leave, recommendation for loan to other bank, Medical reimbursement facility, Special Leave, R.O. drinking water facility etc. Wi-Fi Facility.	Library Facility, Concession in fees, drinking water, washroom, Sports facility, First Aid Facility, Scholarship facility i.e. GOI and Minority etc. Wi-Fi Facility.

6.4 – Financial Management and Resource Mobilization

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

? Institute conduct regular Internal Audit by organize Internal Audit Committee as well as External Audit by particular C.A, Annually at the end of academic year. Internal and External Audit carried out by the Institute every year regularly. ? Internal Audit: the finance committee Management evaluate the

methods and priorities of utilization of the resources by a competent Chartered Accounted firm named Anwar Husain and Co is done by the Institution. Every year regularly. ? External Audit: External Audit done by External agencies, such as Joint Director, Senior Auditor and Auditor General AG Audit. These agencies carried out Audit as per Govt. schedules. In this Audit A to G information is given such as Audit Register, student Report, Student strength for non-grant and grant division, list of Teaching Non-Teaching staff with granted and non-granted post, workload. Salary allowances for Teaching non-Teaching on the basis of granted and non-grant. Latest External Audit done by this agency was in 2010-11 Academic year.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Society Account	69900	Payment for Temporary Staff
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

79599
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Affiliating University	Yes	CDC, Academic Audit Committee
Administrative	No	Nil	Yes	Administrative Audit Committee

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

1. Informal Parents Teachers meeting held time to time for students betterment. In this meeting we come to know students Social, Economic and educational background where the student come. Also we come to know their needs and wants. 2. Parents also discuss about study and result of the student. Teacher always guide and counselling about career development as per their capability. In this meeting counselling of parents also done for higher education especially regarding girls education. 3. In this meeting parents give suggestion and opinion regarding College development like development of infrastructure and transportation facility and skill development courses.

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

1. Institute encourage or motivate them for going to various training programme. 2. Guide Counselling them about Administrative work, job responsibility and multi-tasking work. 3. Give them suggestion about how to communicate Internet with stakeholder and students in campus for healthy atmosphere. 4. Administrative Audit conducted for the improvement in the method of working. 5. Well defined Code of Conduct for every stake holder was designed to be followed by all.

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

1. Submission of AQAR 2018-19. 2. Submission of University Academic Audit

Reports for three years. 3. Introduction of two regular Certificate Courses and two Open University Certificate Courses. 4. Promotion of Teachers under CAS. 5. Promotion of Research, as a result increase in the number of teachers with Ph.Ds. 6. Introduction of online student Satisfaction survey through college website. 7. Introduction of Bridge and Add-on Short term courses.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Preparation of Academic Calender	27/08/2019	27/08/2019	27/08/2019	40
2019	New Formats for data collection and Maintenance	27/08/2019	27/08/2019	27/08/2019	16
2019	Drafting of Annual Budget	30/08/2019	30/08/2019	30/08/2019	15
2019	Introduction of four Short term Courses	02/09/2019	02/09/2019	01/02/2020	41
2019	Parent and Alumni Meet	07/09/2019	07/09/2019	07/09/2019	100
2019	Rare Book Exhibition	07/09/2019	07/09/2019	07/09/2019	150
2019	Science Exhibition	07/09/2019	07/09/2019	07/09/2019	150
2019	Submission of AQAR 2018-19	30/11/2019	30/11/2019	30/11/2019	22
2019	Orientation for Non-Teaching Staff on "Proper Documentation"	27/09/2019	27/09/2019	27/09/2019	10
2019	Analysis of Internal Academic	18/11/2019	18/11/2019	18/11/2019	40

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

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
ICC Programme	13/01/2020	13/01/2020	16	21

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

Percentage of power requirement of the University met by the renewable energy sources

As an initiative for Environmental Consciousness and sustainability, institute replaced 90 of the lighting to LED tubes and bulbs. This initiative helped the institute for saving of Electricity to almost half of the units after using CFL and LED lights. Conduct Energy Audit through MEDA.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Ramp/Rails	Yes	5
Rest Rooms	Yes	5
Scribes for examination	Yes	5

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	24/01/2020	02	Socio-Economic Survey	Social and Economical Backwardness Survey of Brick Makers families	135
2020	1	1	13/01/2020	01	Gender Equity	Awareness about Laws of Women Empowerment Protection	58



2020	2	6	24/01/2020	02	Swachha Bharat	Awareness of Cleanness Maintenance of our Heritage Monuments	250
2019	1	1	04/09/2019	03	Heath Awareness	Awareness about Nutrition to Lactating and Pregnant Women	10
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Handbook of Code of Conduct for Students, Teachers, Governing Body, Administrators including Principal /Administrative Staff and Support Staff	16/08/2019	The Code of Conduct is designed by IQAC, Chishtiya College of Arts and Science, Khuldabad with the permission of Urdu Education Society Aurangabad the Governing Body of the Institute and the Principal of the Institute. This Handbook of Code of Conduct is based on the guidance of the affiliating Dr. Babasaheb Ambedkar Marathwada University Aurangabad.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga Day Celebration	21/06/2019	21/06/2019	35
Environment Awareness and Tree Plantation Programme	01/07/2019	31/07/2019	80
Domestic Gas Safety Awareness Workshop	05/09/2019	05/09/2019	150
Teachers Day Celebration by Felicitating Senior Teachers	05/09/2019	05/09/2019	150
Public Awareness	25/01/2020	25/01/2020	50

campaign for Voter Turnout			
Gandhi Jayanti Celebration by Showing video based on Gandhiji's life and work	02/10/2020	02/10/2020	75
Women's Day Celebration by felicitating Women employees of the Institute by Male employees	08/03/2020	08/03/2020	63
<a href="#">View File</a>			

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

1. Rain Water harvesting. 2. Natural Ventilation to reduce air conditioners 3. Plastic free campus Town, Making of Cloth bags by Home Science Dept. Dt. 02/03/2020. 4. Reduction in use of paper. 5. Increase in the Plantation of trees in the campus. 6. Regular Cleanliness Drives by NSS Unit. 7. Waste Management Mechanism approved in IQAC Meeting.

**7.2 – Best Practices**

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice: Community Development and Awareness Services. 2. Goal: To create awareness regarding education, Cleanliness and hygiene. To develop the surrounding community in which the institute is situated. To provide expertise of the highly educated persons of the institute to the community. To use the physical energy and intelligence of the College students for the benefit of the community. To make students aware of their constitutional Rights and responsibility towards community. To improve the hygienic and educational mentality of the rural and tribal area. 3. The Context: The College is located in rural backward and hilly area of Aurangabad district of Maharashtra. Most of the population are below poverty line and belongs to tribal and Muslim Minority with educational, economically backward and superstitious group. They lack the knowledge of importance of cleanliness and education. Majority of the students coming to college are ignorant of their Rights and Duties as a citizen of India. Hence it was need of the day to make the students aware of their Rights and Duties towards the community first and then develop the community with the help of these students. The villages and the towns surrounding the institution lacks proper hygienic conditions in day to day life. Most of the families involved in Agricultural farming and are poorly literate or illiterate. The Economic condition is also mostly poor. Hence, the idea to develop the community and make them aware of their living condition took place. Since the establishment of the institution. So that the surrounding community can understand the need of the hour and develop themselves and their surroundings. 4. The Practice: Keeping in view the surrounding conditions of the community where the institute is situated. Management decided to establish a unit comprising of senior teachers and students who could spend time and physical energy for the betterment of the Society. Hence National Service Scheme (NSS) was the option selected. The objectives of the NSS volunteers are as under: To understand the community in which they work. To understand themselves in relation to their community. Identify the needs and problems of the community and involve them in problem Solving process. A NSS unit with the permission of the University was established in the Year 1993 with 50 students as the volunteers of the first

NSS Unit of the institute. A programme Officer to coordinate the activities of the NSS was nominated and an Advisory Committee of seven to eight senior faculty members was constituted to chalk out the implement the activities. The Programme Officers with the consent of the Principal register the students by issuing a notice at the beginning of the academic year. The registered students are trained and oriented as volunteers of the NSS unit. The volunteers includes both male and female students. Then the programme Officer holds the meeting with these volunteers and the Advisory committee to chalk out yearly activities to be completed within a year. The activities are based on the guidance provided by the University. The regular activities of NSS unit adopted every year are: 1. Special Camps. 2. Regular One Day Camps. 5. Evidence of Success: 1. Cleanliness Drive-Swachta Abhiyan. This year NSS Unit took the Cleanliness Drive to clean historical places in and around Khuldabad Tow. Under the Special Camp of NSS during 23rd Jan 2020 to 29th Jan 2020 with the help of NSS Volunteers. Institute cleaned areas Historical importance as Maloji Raje Bhosale Ghadi (Ellora). The volunteers cleaned almost three Acres of area In all 110 students 10 teachers participated in this Mega Drive of Cleanliness. This year NSS Unit with the help of 120 Volunteers and 10 teachers took up another places of historical and Religious importance for cleanliness at Khuldabad. The campus of Hazrat ZarZari Baksh Shrine of 2 acres was made clean and plastic free by the NSS unit of the Institute. In the Socio and Economics Survey, NSS surveyed the living condition of Brick Makers families settled at the institution adopted Village "Sulibhanjan" near Khuldabad. The data collected was forwarded to the Tahsildar (Govt.) of the area to improve and implement the government scheme for the Brick makers families Almost 251 families get benefitted through this survey. 6. Problems Encountered And Resources Required: To deal with the educationally and economically weaker section is itself a great task. Convincing the Panchayats for the work to be carried out in their village is in the beginning time consuming. Later convening the people of the village for accepting the help and support of the College volunteers in developing their surrounding and creating awareness is a problem. Facing the adverse conditions such as lack of electricity, proper shelter water etc., for 7 days of village life and still carrying out the objectives successfully. Financial support provided by the University is limited it needed to be increased. Poor transportation facilities to reach out to the villages situated in remote areas. Poor hygienic conditions of the surrounding where the volunteers stay for one or Seven days. 7. Notes: Community needs to be well aware and understanding them only it will provide you the favorable surrounding forth promotion and development of education. If the community is healthy in all respect then only the works of spreading providing education in healthy atmosphere is possible. Best Practice 2 1. Title of the Practice: Women Health Awareness and Entrepreneurship Development Services. 2. Goal: ? To create awareness regarding importance of education, cleanliness and hygiene in daily life. ? To improve the life standards of the surrounding community in which the institute is situated through entrepreneurship skills. ? To inform and empower women to take care and responsibility for their health. ? To provide guidance for the right nutrition for good health necessary for Women. ? To provide facilities for acquainting rural girls with the Modern Urban facilities available. 3. The Context: Theme for 2019 "Healthy Diets" In 2019-20 Dept. of Home Science organized various programmes to celebrate Nutrition Month. During the period from 1st Sept. to 30th Sept. 2019 the Dept. arranged a Diet counselling session to pregnant and lactating Mothers of Khuldabad through its "Diet Counselling Centre" on 4th Sept. 2019. Both the faculty members of the department Counsellled Women who were pregnant and lactating with printed diet charts supply free of charges. Posters and Slogan Competition were arranged on 10th Sept. 2019 for the students of the institute. The theme of the competition was "Nutrition During Anemia". Through this students were encouraged to find out details of causes of

Anemia and right nutrition to overcome this deficiency. On 16th Sept. 2019, the Dept. visited the surrounding localities to take out cleanliness drive and create awareness about the importance of cleanliness in maintain "good health. The drive themed as "Clean Area Safe Area" Students of Home Science along with the faculty informed the women how to manage the kitchen Waste and proper disposal of other Waste material by visiting the surrounding slum areas. On 21st Sept. 2019 Dept. of Home Science arranged programme in two sessions Morning session from 10am to 1pm was dedicated to "Cooking Competition" based on "Iron Rich Recipes" to enhance cooking skills with nutritional value in the students. The competition was judged by Dr. Anuja Kandi and students were awarded y certificates under various categories. The second session of the day began at 2pm. It was a lecture on "Adolescent Girls Health and Diet". Ms. Anuja Kandi, Head, Dept. of Home Science, Dagdojirao Deshmukh College, Waluj, Aurangabad delivered a lecture on "Adolescent Girls Health and Diet". She pointed out the causes for the weakness and deficiencies in Adolescent Girls and discussed some remedies for good health in that age. He programme was attended by all the college girls and from the community and their mothers. Home Science Department arranged a one day Workshop on "Zardozi and Embroidery" to enhance the skill of handwork among students. The workshop was organized on 30th Aug. 2019. This workshop aimed to make the ladies self-reliant and enhance their skills. To get acquainted with modern and urban equipment and enhancement in their knowledge, Home Science development visited a full-fledged Home Science lab of Dr. Rafiq Zakaria College for Women with the Home Science students on 3rd Oct 2019. The visit was an attempt to improve the learning methods of methods students by observing the work and practices at urban colleges. To make students aware of the best possible scope in studying Home Science subject, these visits helps a lot in enhancing their Knowledge. 4. The Practice: As a part of Nutrition Month September as well as through year, Dept. of Home Science arranges, organizes the living and health standards of Women in general and Adolescent girls in particular. It is also works towards the development and awareness of entrepreneurship spirit among the Women of the community by organizing programmes on skill development and ideas of becoming self-reliant and financially independent. In 2019-20 in the various efforts by the department nearly 50 families learned the importance of cleanliness, proper disposal

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

[https://ccak.ac.in/wp-content/uploads/2021/08/Best\\_Practices\\_2019-20.pdf](https://ccak.ac.in/wp-content/uploads/2021/08/Best_Practices_2019-20.pdf)

### 7.3 – Institutional Distinctiveness

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

? Vision of the Institute is to Lit the light of knowledge and make higher education easily available to hilly and rural youths. Institute adheres to its mission of all round development of students leading towards a responsible citizen of India. The Founder Chairman of the Institute Late Hon'ble Abdul Azeem was a prominent Educationist. He had an ideology Education for All. He nurtured the dream of all round development of students leading towards a responsible citizen of India. The statement became the mission of the institute. The Institute is striving for the all-round development of the students since 1989 in the rural and hilly areas of Khuldabad surrounded by nearly eight tribal areas. The Institute is also committed to provide higher education easily available to the rural youths, especially girls through various government scholarships to minimize the financial burden. The Institute stand apart from all other College by placing greater emphasis on preparing students to face challenges of modern life. The Institute aims at instilling a

sense of self-discipline and accountability among students and developing a respect of democratic, ethical and moral Values. Being a Minority Institute it takes special care in providing higher education to the minority girl students. It also takes efforts to reach out to the youths of economically weaker section of the community and encourage them to continue their studies. Few distinctive features of the Institute are: 1. Institute facilitates students in the vertical academic progression to highest degree. It Provides education from UG to PG in several prominent subjects. In some subjects recognized Guides are also available to proceed the students to Ph.D. 2. Community Outreach Programmes by NSS and other departments makes the Institute a pioneer in the field. 3. Special Open University study center to provide UG, PG and Certificate Courses for those who are unable to complete their studies regularly. 4. Well-equipped Library with a collection of Rare books and manuscripts of Sufism. 5. Computer Center with Internet and Wi-Fi Facility to facilitate teachers and students in their daily teaching learning process. 6. Green and Naturally ventilated campus. 7. The Institute has well qualified and experienced staff, adequate infrastructural facilities, well equipped laboratories and co-curricular/extracurricular facilities. 8. Nearly 60 of the students of the Institute belongs to remote and tribal areas surrounding the town. Thus making higher education easily available to rural youths. 9. Institutes Sports Unit excels in providing opportunities to talented sportsperson in participating National/ International Sports Events. The Sports unit also have a number of achievements to its credit. 10. First Institute of Higher Education with variety of courses and facilities in the taluka.

Provide the weblink of the institution

[https://ccak.ac.in/wp-content/uploads/2021/08/Institunional\\_Distinctiveness.pdf](https://ccak.ac.in/wp-content/uploads/2021/08/Institunional_Distinctiveness.pdf)

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

1. Introduction of new courses and Programmes. 2. Development and Augmentation of Infrastructure. 3. Organization of Seminars/Webinars. 4. Promotion of Research Culture among students and Teachers. 5. Full automation of Library. 6. Promotion of teachers under CAS. 7. Organization of more Gender equity programmes. 8. Development of a concrete mechanism for financial support to the deserving students to the divyanjan and Wards of class IV employees. 9. Financial Help in to the admission free to the wards of Covid-19 decreased (2020-2021) 10. Establishment of Career Guidance Competition Exam Guidance Cell. 11. Wi-Fi enabled campus.